

**CITY OF HATTIESBURG, MISSISSIPPI**

**AUDITED FINANCIAL STATEMENTS  
AND SUPPLEMENTARY INFORMATION**

**Year Ended September 30, 2017**

# CITY OF HATTIESBURG, MISSISSIPPI

## AUDITED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION YEAR ENDED SEPTEMBER 30, 2017

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**CITY OF HATTIESBURG, MISSISSIPPI**

**AUDITED FINANCIAL STATEMENTS  
AND SUPPLEMENTARY INFORMATION  
YEAR ENDED SEPTEMBER 30, 2017**

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***FINANCIAL SECTION***



## INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and  
Members of the City Council  
City of Hattiesburg, Mississippi

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Hattiesburg, Mississippi, 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

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

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 from material misstatement.

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

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To the Honorable Mayor and Members of the City Council  
City of Hattiesburg, Mississippi

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, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Hattiesburg, Mississippi, 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.

### **Emphasis of Matter**

#### *Deficit Fund Balance*

As described in Note 16 to the financial statements, deficit fund balances were reported in certain governmental funds as a result of modified accrual recognition of expenditures for which reimbursements were not available resources. Our opinion is not modified with respect to this matter.

#### *Matters Related to Funding*

Subsequent to September 30, 2017, certain federal and state grant reimbursements were delayed because of delinquency in submission of City annual financial reports. In addition, the City's credit rating was suspended in November 2016. Our opinion is not modified with respect to these matters.

To the Honorable Mayor and Members of the City Council  
City of Hattiesburg, Mississippi

**Other Matters**

*Required Supplementary Information*

Management has omitted management's discussion and analysis (MD&A), budgetary comparison schedules for the general fund, trend factors and schedules of funding progress of the City's defined benefit pension plans, and trend factors and schedules of funding progress and employer contributions for the City's other postemployment benefit plans (OPEB) that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

*Supplementary and Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Hattiesburg, Mississippi's basic financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

To the Honorable Mayor and Members of the City Council  
City of Hattiesburg, Mississippi

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated November 15, 2018, on our consideration of the City of Hattiesburg, Mississippi'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 of Hattiesburg, Mississippi's internal control over financial reporting and compliance.

  
Hattiesburg, Mississippi  
November 15, 2018

***FINANCIAL STATEMENTS***

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Net Position  
September 30, 2017**

	PRIMARY		GOVERNMENT	Component Unit
	Governmental Activities	Business-type Activities	Total	
<b>ASSETS</b>				
Cash and cash equivalents	\$ 17,224,190	\$ 9,667,411	\$ 26,891,601	\$ 6,644,065
Cash with fiscal agent	1,289,898	26,414,781	27,704,679	-
Sales tax receivable	3,670,355	-	3,670,355	864,352
Property taxes receivable	21,081,340	-	21,081,340	-
Accounts receivable - Water and Sewer, net	-	1,297,757	1,297,757	-
Accounts receivable - Solid Waste Services	311,177	-	311,177	-
Intergovernmental receivable	4,874,558	-	4,874,558	-
Fines receivable, net	3,203,825	-	3,203,825	-
Other receivables	866,589	57,000	923,589	79,963
Internal balances	99,023	(99,023)	-	-
Due from other agencies	10,192	-	10,192	-
Inventory - food and beverage	-	-	-	70,706
Inventory - gas and oil	31,225	-	31,225	-
Notes receivable	3,509,683	-	3,509,683	-
Capital assets not being depreciated:				
Land and construction in progress	31,555,165	2,173,106	33,728,271	5,240,462
Capital assets, net of accumulated depreciation:				
Infrastructure	64,096,840	100,513,737	164,610,577	-
Buildings and improvements	35,147,908	177,486	35,325,394	10,430,227
Machinery and equipment	5,475,559	544,169	6,019,728	128,096
<b>Total assets</b>	<b>192,447,527</b>	<b>140,746,424</b>	<b>333,193,951</b>	<b>23,457,871</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Related to pensions	6,225,650	466,687	6,692,337	-
Prepaid bond insurance	139,726	188,379	328,105	-
<b>Total deferred outflows of resources</b>	<b>6,365,376</b>	<b>655,066</b>	<b>7,020,442</b>	<b>-</b>

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

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Net Position  
September 30, 2017**

	PRIMARY		GOVERNMENT	Component Unit
	Governmental Activities	Business-type Activities	Total	
<b>LIABILITIES</b>				
Accounts payable	\$ 1,987,659	\$ 804,147	\$ 2,791,806	\$ 174,534
Accrued wages and benefits	572,530	47,073	619,603	279,132
Other liabilities	1,366,695	18,826	1,385,521	85,108
Due to other agencies	242,674	-	242,674	-
Accrued expenses	344,757	-	344,757	-
Accrued interest	297,253	534,456	831,709	-
Non-current liabilities:				
Portion due or payable within one year:				
General obligation bonds	1,700,000	2,111,000	3,811,000	-
Revenue bonds	-	2,830,000	2,830,000	-
Unamortized bond premium	43,507	45,384	88,891	-
Limited obligation tax increment financing bonds	1,022,000	-	1,022,000	-
Economic development limited obligation bonds and notes	119,354	-	119,354	-
General obligation notes payable	-	96,001	96,001	-
Certificate of participation	175,000	-	175,000	-
Capital leases	1,149,592	-	1,149,592	-
Unamortized certificate of participation premium	13,158	-	13,158	-
Compensated absences	204,386	14,559	218,945	-
Portion due or payable after one year:				
General obligation bonds	5,465,000	10,300,000	15,765,000	-
Revenue bonds	-	57,945,000	57,945,000	-
Unamortized bond premium	130,519	347,033	477,552	-
Limited obligation tax increment financing bonds	10,039,000	-	10,039,000	-
Economic development limited obligation bonds and notes	1,708,128	-	1,708,128	-
General obligation notes payable	-	24,683	24,683	-
Certificate of participation	5,125,000	-	5,125,000	-
Capital leases	7,903,996	-	7,903,996	-
Unamortized certificate of participation premium	236,827	-	236,827	-
Compensated absences	1,158,185	82,498	1,240,683	-
Net pension liability	71,019,339	4,603,894	75,623,233	-
Other post employment benefits obligation	1,600,905	151,572	1,752,477	-
Customer meter deposits	-	1,416,755	1,416,755	-
<b>Total liabilities</b>	<b>113,625,464</b>	<b>81,372,881</b>	<b>194,998,345</b>	<b>538,774</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Related to pensions	930,448	78,496	1,008,944	-
Deferred revenues	-	617,189	617,189	-
Unearned revenue - property taxes	20,753,000	-	20,753,000	-
<b>Total deferred inflows of resources</b>	<b>21,683,448</b>	<b>695,685</b>	<b>22,379,133</b>	<b>-</b>
<b>NET POSITION</b>				
Net investment in capital assets	114,719,895	29,709,397	144,429,292	15,798,785
Restricted for:				
Debt service	6,162,469	7,685,090	13,847,559	-
Capital projects	-	-	-	772,499
Unrestricted	(57,378,373)	21,938,437	(35,439,936)	6,347,813
<b>Total net position</b>	<b>\$ 63,503,991</b>	<b>\$ 59,332,924</b>	<b>\$ 122,836,915</b>	<b>\$ 22,919,097</b>

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

EXHIBIT B

CITY OF HATTIESBURG, MISSISSIPPI

STATEMENT OF ACTIVITIES  
YEAR ENDED SEPTEMBER 30, 2017

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position			Component Unit
		Fees, Fines and Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Primary Government Business-type Activities	Total	
<b>PRIMARY GOVERNMENT:</b>								
<b>Governmental Activities:</b>								
General government	\$ 9,454,614	\$ -	\$ -	\$ -	\$ (9,454,614)		\$ (9,454,614)	
Public safety	24,876,846	1,485,491	859,667	-	(22,531,688)		(22,531,688)	
Public services	22,301,631	2,218,076	4,175,142	753,784	(15,154,629)		(15,154,629)	
Other services	1,429,409	-	-	403,969	(1,025,440)		(1,025,440)	
Mass transit	1,901,374	35,771	825,639	345,010	(694,954)		(694,954)	
Culture and recreation	4,336,206	87,804	-	16,721	(4,231,681)		(4,231,681)	
Human/social assistance	772,346	-	738,268	-	(34,078)		(34,078)	
Economic development	255,000	-	-	-	(255,000)		(255,000)	
Interest and fiscal charges	1,119,296	-	-	-	(1,119,296)		(1,119,296)	
Total governmental activities	<u>66,446,722</u>	<u>3,827,142</u>	<u>6,598,716</u>	<u>1,519,484</u>	<u>(54,501,380)</u>		<u>(54,501,380)</u>	
<b>Business-Type Activities:</b>								
Water and sewer system	16,373,370	20,748,288	-	-	-	\$ 4,374,918	4,374,918	
Interest and fiscal charges	2,389,665	-	-	-	-	(2,389,665)	(2,389,665)	
Total business-type activities	<u>18,763,035</u>	<u>20,748,288</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,985,253</u>	<u>1,985,253</u>	
<b>Total primary government</b>	<u>\$ 85,209,757</u>	<u>\$ 24,575,430</u>	<u>\$ 6,598,716</u>	<u>\$ 1,519,484</u>	<u>(54,501,380)</u>	<u>1,985,253</u>	<u>(52,516,127)</u>	
<b>COMPONENT UNIT:</b>								
Hattiesburg Convention Commission	\$ 6,858,893	\$ 2,873,619	\$ -	\$ 305,000				\$ (3,680,274)
<b>Total component unit</b>	<u>\$ 6,858,893</u>	<u>\$ 2,873,619</u>	<u>\$ -</u>	<u>\$ 305,000</u>				<u>(3,680,274)</u>
<b>GENERAL REVENUES:</b>								
Taxes:								
Property taxes, levied for general purposes					16,247,175	-	16,247,175	-
Property taxes, levied for debt service					4,535,778	-	4,535,778	-
Sales taxes					22,440,431	-	22,440,431	-
Franchise taxes and other licenses and permits					4,228,559	-	4,228,559	-
Special sales tax					-	-	-	5,224,823
Grants and contributions not restricted to specific programs					98,932	-	98,932	-
Unrestricted investment earnings					227,856	99,295	327,151	26,114
Other local sources					2,441,347	-	2,441,347	-
Miscellaneous					1,889,376	200,116	2,089,492	40,466
Gain (loss) on sale of assets					1,484	-	1,484	-
<b>TRANSFERS:</b>								
Transfers, component unit					24,733	-	24,733	(24,733)
Transfers, net					306,908	(306,908)	-	-
Total general revenues and transfers					<u>52,442,579</u>	<u>(7,497)</u>	<u>52,435,082</u>	<u>5,266,670</u>
<b>CHANGE IN NET POSITION</b>					(2,058,801)	1,977,756	(81,045)	1,586,396
<b>NET POSITION - BEGINNING</b>					66,869,395	57,197,908	124,067,303	21,332,701
Prior period adjustment					(1,306,603)	157,260	(1,149,343)	-
<b>NET POSITION - BEGINNING, AS ADJUSTED</b>					<u>65,562,792</u>	<u>57,355,168</u>	<u>122,917,960</u>	<u>21,332,701</u>
<b>NET POSITION - ENDING</b>					<u>\$ 63,503,991</u>	<u>\$ 59,332,924</u>	<u>\$ 122,836,915</u>	<u>\$ 22,919,097</u>

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

EXHIBIT C  
PAGE 1 OF 2

**CITY OF HATTIESBURG, MISSISSIPPI**

**BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2017**

	<u>General Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 6,744,149	\$ 10,480,041	\$ 17,224,190
Cash with fiscal agent	-	1,289,898	1,289,898
Sales tax receivable	1,833,328	-	1,833,328
Intergovernmental receivable	3,340,198	1,434,360	4,774,558
Fines receivable, net of allowance	3,203,825	-	3,203,825
Other receivables	742,468	17,204	759,672
Due from other funds	810,486	110,387	920,873
Property taxes receivable	17,284,084	3,674,535	20,958,619
Due from other agencies	10,192	-	10,192
Gas and oil inventory	31,225	-	31,225
Advances to other funds	300,000	-	300,000
Prepaid insurance	123,349	-	123,349
Prepaid debt service	-	16,377	16,377
<b>Total assets</b>	<u>\$ 34,423,304</u>	<u>\$ 17,022,802</u>	<u>\$ 51,446,106</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 943,690	\$ 1,043,969	\$ 1,987,659
Accrued wages and benefits	523,174	49,356	572,530
Due to other funds	244,523	577,327	821,850
Other liabilities	1,325,614	385,838	1,711,452
Due to other agencies	242,674	-	242,674
Advances from other funds	-	300,000	300,000
<b>Total liabilities</b>	<u>3,279,675</u>	<u>2,356,490</u>	<u>5,636,165</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable revenue - property taxes	17,114,000	3,639,000	20,753,000
Unavailable revenue - fines	3,203,825	-	3,203,825
<b>Total deferred inflows of resources</b>	<u>20,317,825</u>	<u>3,639,000</u>	<u>23,956,825</u>
<b>FUND BALANCES</b>			
<b>Nonspendable:</b>			
Inventories	31,225	-	31,225
Prepaid expenses	123,349	-	123,349
Long-term interfund advance	300,000	-	300,000
<b>Restricted:</b>			
Fire protection	-	767,933	767,933
Street improvements and repairs	-	1,634,942	1,634,942
Law enforcement	-	1,128,847	1,128,847
Mass transit	-	187,836	187,836

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

EXHIBIT C  
PAGE 2 OF 2

**CITY OF HATTIESBURG, MISSISSIPPI**

**BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2017**

	<u>General Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b><i>FUND BALANCES (Cont.)</i></b>			
<b>Restricted: (Cont.)</b>			
Debt service	\$ -	\$ 6,162,469	\$ 6,162,469
Parks and recreation projects	-	104,862	104,862
<b>Committed:</b>			
Parks and recreation	-	1,309,663	1,309,663
<b>Assigned:</b>			
General government	78,840	-	78,840
Public safety	388,159	-	388,159
Public services	174,993	-	174,993
Other services	5,730	-	5,730
<b>Unassigned</b>	9,723,508	(269,240)	9,454,268
Total fund balances	<u>10,825,804</u>	<u>11,027,312</u>	<u>21,853,116</u>
 <b><i>Total liabilities, deferred inflows of resources, and fund balances</i></b>	 <u>\$ 34,423,304</u>	 <u>\$ 17,022,802</u>	 <u>\$ 51,446,106</u>

**CITY OF HATTIESBURG, MISSISSIPPI**

**Reconciliation of the Governmental Funds Balance Sheet  
to the Government-Wide Statement of Net Position  
September 30, 2017**

Total *fund balances* for governmental funds (Exhibit C) \$ 21,853,116

Total *net position* reported for governmental activities in the statement of net position is different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. Those assets consist of:

Land	\$ 29,934,169	
Construction in progress	1,620,996	
Infrastructure, net of \$86,751,847 accumulated depreciation	64,096,840	
Buildings and improvements, net of \$27,043,565 accumulated depreciation	35,147,908	
Machinery and equipment, net of \$30,484,690 accumulated depreciation	<u>5,475,559</u>	
Total capital assets		136,275,472

Other long-term assets are not available to pay for current period expenditures and therefore are reported as deferred revenue in the funds. 3,203,825

Receivables not received within thirty days of year end are not reported in the funds. 2,477,842

Notes receivable are not available to pay for current period expenditures and therefore are not reported in the funds. 3,509,683

Deferred outflows related to pensions are not reported in the funds 6,225,650

**CITY OF HATTIESBURG, MISSISSIPPI**

**Reconciliation of the Governmental Funds Balance Sheet  
to the Government-Wide Statement of Net Position  
September 30, 2017**

Deferred inflow related to pension are not reported in the funds. \$ (930,448)

Long-term liabilities applicable to the City's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Interest on long-term debt is not accrued in the governmental funds, but rather is recognized as an expenditure when due. All liabilities – both current and long-term – are reported in the statement of net position.

Balances for these liabilities at September 30, 2017 are:

Accrued interest on bonds and notes		(297,253)
General obligation bonds	\$ (7,165,000)	
Limited obligation tax increment financing bonds	(11,061,000)	
Limited obligation economic development bonds and notes	(1,827,482)	
Unamortized premiums on bonds	(174,026)	
Certificates of participation	(5,300,000)	
Unamortized premiums on certificates of participation	(249,985)	
Capital leases	(9,053,588)	
Compensated absences	(1,362,571)	
Net pension liability	(71,019,339)	
Other post employment benefits obligation	(1,600,905)	
Total long-term liabilities	<u>(108,813,896)</u>	

Total *net position* of governmental activities (Exhibit A) \$ 63,503,991

EXHIBIT D  
PAGE 1 OF 2

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Revenues, Expenditures, and Changes in Fund Balances  
Governmental Funds  
Year Ended September 30, 2017**

	<b>General Fund</b>	<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
<b>REVENUES</b>			
General property taxes	\$ 14,752,256	\$ 5,607,479	\$ 20,359,735
Sales tax collections	22,408,645	-	22,408,645
Other taxes	34,769	-	34,769
Licenses and permits	4,035,805	-	4,035,805
Fines, forfeitures and penalties	1,182,893	118,758	1,301,651
Interest, rents and concessions	148,440	119,527	267,967
Intergovernmental	4,212,489	5,977,745	10,190,234
Charges for services	2,357,915	227,304	2,585,219
Other revenues	742,044	318,803	1,060,847
<b>Total revenues</b>	<b>49,875,256</b>	<b>12,369,616</b>	<b>62,244,872</b>
<b>EXPENDITURES</b>			
Current:			
General government	9,232,396	1,760,927	10,993,323
Public safety	21,273,366	1,889,935	23,163,301
Public services	14,200,838	3,779,259	17,980,097
Other services	1,499,740	690,072	2,189,812
Mass transit	-	1,487,305	1,487,305
Culture and recreation	-	4,113,007	4,113,007
Human/social assistance	209,880	714,185	924,065
Economic development	255,000	-	255,000
Capital outlay	96,618	-	96,618
Debt service:			
Principal payments	590,646	3,268,048	3,858,694
Interest and fiscal charges	590,613	855,639	1,446,252
<b>Total expenditures</b>	<b>47,949,097</b>	<b>18,558,377</b>	<b>66,507,474</b>
Excess (deficiency) of revenues over expenditures	1,926,159	(6,188,761)	(4,262,602)

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

EXHIBIT D  
PAGE 2 OF 2

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Revenues, Expenditures, and Changes in Fund Balances  
Governmental Funds  
Year Ended September 30, 2017**

	<b>General Fund</b>	<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
<b><i>OTHER FINANCING SOURCES (USES)</i></b>			
Proceeds from sale of capital asset	\$ 2,362	\$ -	\$ 2,362
Compensation for loss of capital assets	1,454,243	-	1,454,243
Transfers in	401,299	3,671,591	4,072,890
Transfers out	(3,460,000)	(305,982)	(3,765,982)
Other sources	49,204	100,887	150,091
<b><i>Total other financing sources (uses)</i></b>	<u>(1,552,892)</u>	<u>3,466,496</u>	<u>1,913,604</u>
<b><i>NET CHANGE IN FUND BALANCES</i></b>	373,267	(2,722,265)	(2,348,998)
Fund balances – beginning	<u>10,452,537</u>	<u>13,749,577</u>	<u>24,202,114</u>
Fund balances – ending	<u>\$ 10,825,804</u>	<u>\$ 11,027,312</u>	<u>\$ 21,853,116</u>

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

**CITY OF HATTIESBURG, MISSISSIPPI**

**Reconciliation of the Statement of Revenues, Expenditures, and Changes in  
Fund Balances of Governmental Funds to the Statement of Activities  
Year Ended September 30, 2017**

Net change in *fund balances* - governmental funds (Exhibit D) \$ (2,348,998)

The change in *net position* reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation expense (\$8,218,289) exceeded capital outlay (\$7,722,358) in the current period. (495,931)

Intergovernmental revenues are recognized on the full-accrual basis in the statement of activities for revenues received thirty days after year end. This is the amount of effect of the change in revenue. (113,759)

Fine revenue deferred in the funds for the modified accrual basis during the current year decreased because prior year recognition would have been required on the Statement of Activities using the full-accrual basis of accounting. 289,744

Proceeds from the sale of capital assets (\$2,362) are reported in the governmental funds. However, in the statement of net position the net gain is recorded (\$1,484). (878)

Proceeds from issuance of long-term debt are reported in the governmental funds. However, in the statement of net position a long-term liability is recorded. Repayments of long-term debt are reported as expenses in the governmental funds but are recorded against the liability in the statement of net position. Thus, the change in net positions differs from the change in fund balances by the amount of the debt repayments. 3,858,694

**CITY OF HATTIESBURG, MISSISSIPPI**

**Reconciliation of the Statement of Revenues, Expenditures, and Changes in  
Fund Balances of Governmental Funds to the Statement of Activities  
Year Ended September 30, 2017**

Under the modified accrual basis of accounting used in governmental funds, expenditures are not recognized for transactions that are not normally paid with expendable available financial resources. In the statement of activities, however, which is presented on the accrual basis, expenses and liabilities are reported regardless of when financial resources are available. In addition, interest on long-term debt is not recognized under the modified accrual basis of accounting until due, rather than as it accrues. The following adjustments combine the net changes of the two balances:

Accounts payable	\$ 150,000	
Compensated absences	415,168	
Amortization of certificate of participation premium	13,157	
Amortization of bond premium	43,507	
Accrued interest on bonds and notes	112,350	
Combined adjustment	<u>734,182</u>	\$ 734,182
Change related to pension deferred outflows and inflows and obligations		(3,381,546)
Change related to other post employment benefit obligations		(543,609)
Governmental funds report annual note repayment received (\$195,856) as the installment receipt of the sale of real estate. In the statement of activities, only the portion of these payments attributable to interest is reported as interest revenue (\$139,156).		<u>(56,700)</u>
Change in <i>net position</i> of governmental activities (Exhibit B)		<u>\$ (2,058,801)</u>

EXHIBIT E  
PAGE 1 OF 2

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Net Position  
Proprietary Fund  
September 30, 2017**

	<b>Combined Water &amp; Sewer System</b>
<b><i>CURRENT ASSETS</i></b>	
Cash and cash equivalents - unrestricted	\$ 9,667,411
Cash with fiscal agent	26,414,781
Accounts receivable - trade (net of allowance for doubtful accounts of \$1,848,880)	1,297,757
Due from governmental funds	152,764
Other receivables	57,000
Total current assets	<u>37,589,713</u>
<b><i>NONCURRENT ASSETS</i></b>	
Capital assets	
Land	321,243
Construction in progress	1,851,863
Infrastructure, net	100,513,737
Buildings and improvements, net	177,486
Machinery and equipment, net	544,169
Total noncurrent assets	<u>103,408,498</u>
<b>Total assets</b>	<u>140,998,211</u>
<b><i>DEFERRED OUTFLOW OF RESOURCES</i></b>	
Related to pensions	466,687
Prepaid bond insurance	188,379
<b>Total deferred outflows</b>	<u>655,066</u>
<b><i>CURRENT LIABILITIES</i></b>	
Due to governmental funds	251,787
Sales tax payable	18,826
Accounts payable	804,147
Accrued wages and benefits	47,073
Accrued interest payable	534,456
Unamortized bond premium - current	45,384
Revenue bonds - current	2,830,000
General obligation bonds - current	2,111,000
General obligation note payable - current	96,001
Compensated absences - current	14,559
Total current liabilities	<u>6,753,233</u>

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

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Net Position  
Proprietary Fund  
September 30, 2017**

	<b>Combined Water &amp; Sewer System</b>
<b><i>NON-CURRENT LIABILITIES</i></b>	
Revenue bonds	\$ 57,945,000
General obligation bonds	10,300,000
General obligation note payable	24,683
Unamortized bond premium	347,033
Compensated absences	82,498
Net pension obligation	4,603,894
Other post employment benefits obligation	151,572
Customer meter deposits payable from restricted assets	1,416,755
Total non-current liabilities	<u>74,871,435</u>
<b><i>Total liabilities</i></b>	<u>81,624,668</u>
<b><i>DEFERRED INFLOWS OF RESOURCES</i></b>	
Related to pensions	78,496
Deferred revenues	617,189
<b><i>Total deferred inflows</i></b>	<u>695,685</u>
<b><i>NET POSITION</i></b>	
Net investment in capital assets	29,709,397
Restricted for debt service	7,685,090
Unrestricted	21,938,437
<b><i>Total net position</i></b>	<u>\$ 59,332,924</u>

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

EXHIBIT F

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Revenues, Expenses, and Changes In Net Position  
Proprietary Fund  
Year Ended September 30, 2017**

	<b>Combined Water &amp; Sewer System</b>
<b>OPERATING REVENUES</b>	
Water charges	\$ 10,219,321
Sewer charges	10,320,408
Sewer connections	24,530
Turn-on fees	50,560
Taps	133,469
Total operating revenues	<u>20,748,288</u>
<b>OPERATING EXPENSES</b>	
Personal services	2,925,767
Other services and charges	8,455,703
Supplies and expenses	946,462
Depreciation	3,666,108
Other operating expenses	379,330
Total operating expenses	<u>16,373,370</u>
<b>OPERATING INCOME</b>	<u>4,374,918</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>	
Interest revenue	99,295
Interest expense	(2,389,665)
Other revenues	200,116
Total non-operating revenues (expenses)	<u>(2,090,254)</u>
<b>INCOME BEFORE TRANSFERS</b>	2,284,664
Transfers out	<u>(306,908)</u>
<b>CHANGE IN NET POSITION</b>	1,977,756
<b>NET POSITION - beginning</b>	57,197,908
Prior period adjustments	157,260
<b>NET POSITION - beginning, as adjusted</b>	<u>57,355,168</u>
<b>NET POSITION - ending</b>	<u>\$ 59,332,924</u>

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

EXHIBIT G  
PAGE 1 OF 2

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Cash Flows  
Proprietary Fund  
Year Ended September 30, 2017**

	<b>Combined Water &amp; Sewer System</b>
<b><i>CASH FLOWS FROM OPERATING ACTIVITIES</i></b>	
Receipts from customers	\$ 21,691,020
Payments to suppliers and service providers	(9,970,009)
Payments to employees for salaries and benefits	(2,392,737)
Net cash provided by operating activities	<u>9,328,274</u>
<b><i>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</i></b>	
Transfers from other funds	(306,908)
Net cash provided by noncapital financing activities	<u>(306,908)</u>
<b><i>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</i></b>	
Proceeds from long-term debt issued	-
Principal payments - bonds and notes	(4,977,771)
Acquisition and construction of capital assets	(5,284,195)
Other receipts (payments)	200,116
Interest paid on capital debt	(2,622,595)
Net cash provided by capital and related financing activities	<u>(12,684,445)</u>
<b><i>CASH FLOWS FROM INVESTING ACTIVITIES</i></b>	
Interest Income	99,295
Net cash provided by investing activities	<u>99,295</u>
<b><i>NET INCREASE IN CASH AND CASH EQUIVALENTS</i></b>	(3,563,784)
<b><i>CASH AND CASH EQUIVALENTS - Beginning</i></b>	<u>39,645,976</u>
<b><i>CASH AND CASH EQUIVALENTS - Ending</i></b>	<u>\$ 36,082,192</u>
Displayed on Exhibit E as:	
Cash and cash equivalents	\$ 9,667,411
Cash with fiscal agent	<u>26,414,781</u>
	<u>\$ 36,082,192</u>

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

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Cash Flows  
Proprietary Fund  
Year Ended September 30, 2017**

	<u>Combined Water &amp; Sewer System</u>
<b><i>RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:</i></b>	
<b><i>OPERATING INCOME</i></b>	\$ 4,374,918
<b><i>ADJUSTMENTS TO RECONCILE OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:</i></b>	
Depreciation expense	3,666,108
Changes in assets and liabilities:	
(Increase) in accounts receivable - trade	738,399
(Increase) in other receivables	(57,000)
Decrease in prepaid insurance - bonds	41,781
(Increase) in deferred outflows related to pensions	402,113
(Decrease) in accounts payable	174,924
(Decrease) in other liabilities	(265,691)
(Decrease) in wages and benefits payable	4,846
Increase in customer meter deposits	89,404
Increase in sales tax payable	(13,029)
(Decrease) in due from/to other governmental funds	(139,528)
(Decrease) in compensated absences	225,682
Increase in net pension obligation	(214,722)
Increase in other post employment benefits	45,989
(Decrease) in deferred inflows related to pensions	69,122
Increase in deferred revenues	184,958
Total adjustments	<u>4,953,356</u>
<b><i>NET CASH PROVIDED BY OPERATING ACTIVITIES</i></b>	<u>\$ 9,328,274</u>

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

EXHIBIT H

**CITY OF HATTIESBURG, MISSISSIPPI**

**Statement of Fiduciary Assets and Liabilities  
September 30, 2017**

	<u>Agency Funds</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 2,145,457
Property taxes and fees receivable	431,268
Sales tax receivable	458,008
	<hr/>
Total assets	<u>\$ 3,034,733</u>
<b>LIABILITIES</b>	
Employee contributions payable	\$ 1,544,446
Due to other agencies	978,234
Other liabilities	5,958
Amounts held in custody for others	506,095
	<hr/>
Total liabilities	<u>\$ 3,034,733</u>

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

***NOTES TO THE FINANCIAL STATEMENTS***

## CITY OF HATTIESBURG, MISSISSIPPI

### NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED SEPTEMBER 30, 2017

#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

##### ***A. General Information***

The City of Hattiesburg, Mississippi (the City) was incorporated in 1884 under the laws of the State of Mississippi and presently operates under a Mayor/Council form of government. It is the third largest municipality in the state with nearly 50,000 residents. The policy-making and legislative authority, as well as budgetary responsibilities, are vested with the City Council. The following services are provided by the City: Public safety (Police, Fire, and Code Enforcement), Public Works, Engineering, Solid Waste Collection, Water and Sewer, Culture and Recreation, Mass Transit, Federal Programs, Urban Development, and General Administrative Services.

The accounting and reporting framework and the more significant accounting policies and practices are discussed in subsequent sections of this Note. The remainder of the notes are organized to provide explanations, including required disclosures, of the City's financial activities.

##### ***B. Reporting Entity***

The City is a charter city in which citizens elect the mayor at large and five council members by wards. The accompanying financial statements present the City's primary government and its component unit, an entity for which the government is considered to be financially accountable. The discretely presented component unit is reported in a separate column in the government-wide financial statements (see note below for description) to emphasize that it is legally separate from the primary government.

***Discretely presented component unit*** - The Hattiesburg Convention Commission (the Commission) is composed of a seven member board whose members are appointed by the Hattiesburg City Council. The purpose of the Commission is to promote conventions and tourism. The Commission has authority over all matters relating to the establishment, development, construction, furnishing, and equipping of convention and tourism related facilities. The Commission is primarily funded by a 2% sales tax on local food, beverage, and alcoholic beverage package retailer permits. The Commission is presented as a governmental fund type. Pursuant to component unit criteria guidelines, the Commission is presented as a discretely presented component unit based upon the budgetary oversight provided by the City in conjunction with other related criteria including, but not limited to, the City's ability to make board appointments and the Commission's status as a legally separate entity.

A separate financial statement of the Commission can be obtained by contacting the Hattiesburg Convention Commission, 1 Convention Center Plaza, Hattiesburg, Mississippi 39401.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO THE FINANCIAL STATEMENTS**

**PAGE TWO**

**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)**

***C. 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 primary government and its component unit. 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. Likewise, the primary government is reported separately from a certain legally separate component unit for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the 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 instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. The major individual governmental fund and the major individual enterprise fund are reported as separate columns in the fund financial statements. Internal activities, including interfund transfers and due to/due from balances attributable to governmental activities have been eliminated for government-wide financial statement presentation purposes.

***D. 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 and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied based on historical trends of collections in relation to assessments. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO THE FINANCIAL STATEMENTS**

**PAGE THREE**

**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)**

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 30 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 and claims and judgments, are recorded only when payment is due.

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the City.

The City reports the following major governmental fund:

**General Fund** - The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Activities accounted for in the general fund include police and fire protection, public services, general government, sanitation, city courts, urban development, and other services.

The City reports the following major proprietary fund:

**Combined Water and Sewer System Fund** - The Combined Water and Sewer System Fund accounts for the activities of the water and sewer system. The City operates the sewage treatment plant, sewage pumping stations and collection systems, and the water distribution system.

Additionally, the City reports the following fund types:

**Special Revenue Funds** - These funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO THE FINANCIAL STATEMENTS**

**PAGE FOUR**

**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)**

**Debt Service Funds** - These funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditures for principal and interest on long-term debt.

**Capital Project Funds** - These funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

**Agency Funds** - The City's agency funds account for employee payroll tax withholdings, initial tax deposits from the county tax collectors, initial special sales tax receipts, the Police and Firemen Disability and Relief Fund, and the Forrest County Industrial Park Commission Fund.

Private sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the *option* of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the government's water and sewer function and various other functions of the government. Elimination of these charges would distort costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than program revenues. Likewise, general revenues include all taxes.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO THE FINANCIAL STATEMENTS**

**PAGE FIVE**

**YEAR ENDED SEPTEMBER 30, 2017**

***NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)***

The proprietary fund distinguishes 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 revenues of the water and sewer system enterprise fund are charges to customers for sales and services. The water and sewer system also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for proprietary 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.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

***E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance***

*Deposits and investments*

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

To maximize interest earnings, the City's cash resources are combined to form a cash pool. Excluded from this pool is the cash of the Water and Sewer Fund, the 1999 Tax Increment Financing Bond and Interest and Construction Funds, the Water and Sewer USA Yeast Bond and Interest and Construction Funds, the Community Development Block Grant Fund for Entitlement and HOME Entitlement, the 2001 Bond Construction Fund, the 1998 Infrastructure Fund, the Group Insurance Trust Fund, the Series 2006 Water and Sewer Bond Funds, and certain other legally restricted funds.

Investments for the City and its component unit are reported at fair value.

*Receivables and payables*

Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO THE FINANCIAL STATEMENTS**

**PAGE SIX**

**YEAR ENDED SEPTEMBER 30, 2017**

***NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)***

All sales taxes, property taxes, and notes receivables are considered collectible; therefore no reduction has been made for an allowance for these receivables. Fees paid in lieu of ad valorem taxes pursuant to separate agreements are recognized when collected or when probability of receipt is reasonably certain. Fines receivable is reported net of allowance for uncollectible accounts in the amount of \$17,915,651 at September 30, 2017. Credits against fines are applied for any jail time served, community service, or electronic monitoring. Since any such credits are not known until actual events occur, the amounts of those credits cannot be reasonably estimated before they are earned. Therefore, future credits to be applied against existing fines receivable are not estimated or reflected in the City's financial statements.

Customer accounts receivable in the enterprise fund are attributable to unpaid balances at year-end for charges for services and are netted with an allowance for doubtful accounts. The City estimates the allowance for doubtful water and sewer account balances based upon a review of outstanding balances and status of customer accounts and upon consideration of historical collection trends and other factors.

Property taxes are levied annually for the upcoming fiscal year beginning October 1<sup>st</sup> on property values assessed as of the previous January 1<sup>st</sup>. Such levy, which establishes a lien against the underlying property, is made by the City Council in September before the beginning of the fiscal year. Property taxes are recognized in the year for which they are levied. Property tax statements on real property are typically mailed in December each year, with the taxes due annually on February 1<sup>st</sup>. All taxes are collected and remitted to the City on a monthly basis by Forrest and Lamar County governments. Delinquent tax payments, received throughout the year, are recognized as revenue in the year received. Property with delinquent taxes as of August is subject to sale for collection of such taxes. Property taxes on vehicles are assessed annually and become due throughout the year based upon the month of acquisition.

***Inventories and prepaid items***

All inventories are valued at the lower of cost using the first-in/first-out (FIFO) method or market. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

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

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO THE FINANCIAL STATEMENTS**

**PAGE SEVEN**

**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)**

Capital assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, street lights, sewer and water lines, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

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 assets constructed.

Property, plant, equipment, and infrastructure of the primary government, as well as the component unit, is depreciated using the straight line method over the following estimated useful lives:

Buildings and improvements	20 – 50 years
Infrastructure	18 – 50 years
Machinery and equipment	5 – 10 years

Net pension liability

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's pension plans and additions to/deductions from the plan's net position have been determined on the same basis as they are reported by Public Employees' Retirement System of Mississippi. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Member contributions are recognized in the period in which they are earned. Investments are reported at fair value.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO THE FINANCIAL STATEMENTS**

**PAGE EIGHT**

**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)**

Deferred outflows/inflows of resources

Deferred outflows of resources are a separate financial statement element that represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City reports prepaid insurance on the Water & Sewer Revenue Bonds in the government-wide and the proprietary statements of net position as a deferred outflow of resources. Bond insurance paid from debt proceeds as a credit enhancement feature with the bonds is deferred and amortized over the life of the bonds. In addition, deferred outflows include amounts related to pensions, including contributions to the employee pension plans subsequent to the measurement date of the actuarial valuations for the plans.

Deferred inflows of resources are a separate financial statement element that represents an acquisition of net position or fund balance that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The governmental funds report unavailable revenues from special assessments, and these amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. Both the government-wide statements and governmental funds report property taxes levied for the subsequent year, which are deferred and recognized as an inflow of resources in the period for which they are levied. The government-wide statements also reflect pension related items resulting from the difference between estimated and actual return on pension plan investments, which are being amortized over a five year period using the straight-line method.

Compensated absences

It is the City's policy to permit employees to accumulate earned but unused vacation, sick pay, overtime, and holiday pay benefits. There is no liability for unpaid accumulated sick leave since the City does not have a policy to pay any amounts when employees separate from service with the government. All vacation, overtime, and holiday pay is accrued when incurred in the government-wide financial statements and in the proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they are expected to be paid from current resources, for example, as a result of employee resignations and retirements, based on management's estimates.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO THE FINANCIAL STATEMENTS**

**PAGE NINE**

**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)**

Long-term obligations

In the government-wide financial statements and the proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net position. Bond discounts and premiums are amortized over the life of the related bonds. Bond issuance costs, other than prepaid insurance costs, are recognized as expenses in the period incurred. Prepaid insurance costs are reported as an asset and are recognized as expenses over the duration of the related debt.

Governmental fund types recognize bond issuance costs during the current period. The face amount of debt is reported as other financing sources, and bond discount is recorded as another financing use. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as other services in expenditures.

Net position

The government-wide statement of net position presents financial information on all of the City's assets, liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvements of those assets, and adding back any unspent proceeds. Net position is reported as restricted when there are limitations imposed on their use either through enabling creditors, grantors, or laws or regulations of other governments.

Fund balance policies

The City provides fund balance categories to report the nature and extent of the constraints placed on the government's fund balances. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- *Nonspendable fund balance* – amounts that are not in spendable form, such as inventories and prepaid items, or are legally or contractually required to remain intact.
- *Restricted fund balance* – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government) through constitutional provisions, or by enabling legislation.

## CITY OF HATTIESBURG, MISSISSIPPI

### NOTES TO THE FINANCIAL STATEMENTS

#### PAGE TEN

YEAR ENDED SEPTEMBER 30, 2017

#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)**

- *Committed fund balance* – amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City Council, the government's highest level of decision-making authority.
- *Assigned fund balance* – amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or official to which the governing body has delegated the authority to assign amounts to be used for specific purposes.
- *Unassigned fund balance* – residual amounts that are available for any purpose; positive amounts are reported only in the general fund.

The City Council, the City's highest level of decision-making authority, establishes, modifies, or rescinds fund balance commitments by passage of resolutions that also establish the City's spending policy, which prescribes that restricted fund balance amounts are to be spent first, followed by committed, assigned, and lastly, unassigned fund balances.

The City does not have a formal minimum fund balance policy but transfers resources among funds as necessary to address any deficiencies at the fund level.

#### **F. Budgets and Budgetary Accounting**

The City's procedures for establishing its budget and for reporting budgetary data reflected in the financial statements are as follows:

1. In August, the City's Chief Financial Officer submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
2. Prior to September 15, the budget is legally enacted through the passage of an ordinance by the City Council. The budget may be subsequently amended by action of the City Council.
3. The City's Chief Financial Officer is authorized to transfer budgeted amounts within departments within the published expenditure categories; however, any revisions that alter the total expenditures of any fund must be approved by the City Council.
4. All funds, with the exception of Agency Funds, are budgeted, including the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, and Proprietary Funds. These budgets are prepared on a cash basis, modified for encumbrances for goods and services which have been received.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO THE FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

***NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont.)***

Each fund's appropriated budget is prepared on a detailed line item basis. Revenues are budgeted by source. Pursuant to the Mississippi State Department of Audit's prescribed format, expenditures are budgeted by department and class as follows: personal services, supplies, other services and charges, capital outlays, transfers, and debt service. This constitutes the legal level of control. Expenditures may not exceed appropriations at this level. All budget revisions at this level are subject to final approval of the City Council. Cumulative increases to departmental expenditures in excess of 10% must also be published in the local newspaper.

Encumbrances arise from the issuance of purchase orders, which must be within the adopted budgetary limits. Encumbrances are recorded when purchase orders are issued but are not considered expenditures until liabilities for payments are incurred upon receipt of goods or services. Encumbrances do not lapse at the close of the fiscal year but are carried forward. If necessary, subsequent year budgets are amended to cover prior year encumbrances.

***G. Use of Estimates***

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions. This affects the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from these estimates. Significant estimates which could change in the near-term include collectible portions of receivables from property taxes levied but not yet due, the allowance for doubtful Water and Sewer customer accounts receivable, the net collectible amounts of Municipal Court fines receivable, claims liabilities for the employee health insurance plan, useful lives of capital assets, and liabilities for pension and other post-employment benefits. In addition, long-term and current portions of compensated absences are based on estimates and assumptions relating to when earned compensated absences will be paid. Actual results may differ from those estimates.

***H. Changes in Accounting Standards***

The City implemented the following standards issued by the Governmental Accounting Standards Board (GASB) in the current fiscal year as required: GASB Statement No. 77, *Tax Abatement Disclosures* and GASB Statement No. 82, *Pension Issues – an amendment of GASB Statements No. 67, No. 68, and No. 73*. The provisions of these standards have been incorporated into the financial statements and notes.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
PAGE TWELVE  
YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 2 - PRIOR PERIOD ADJUSTMENTS**

A summary of prior period adjustments reflected on the City's financial statements is presented below:

<u>Explanation</u>	<u>Amount</u>
<b>Exhibit B (Governmental Activities)</b>	
<i>Correction of Error:</i>	
To adjust compensated absences balance	<u>\$ (1,306,603)</u>
<b>Exhibit B (Business-Type Activities) and Exhibit F</b>	
<i>Correction of Error:</i>	
To adjust other liabilities balance from prior years	\$ 265,691
To adjust compensated absences balance	<u>(108,431)</u>
	<u>\$ 157,260</u>

**NOTE 3 - DEPOSITS**

Deposits - The collateral for public entities' deposits in financial institutions is held in the name of the State Treasurer under a program established by the Mississippi State Legislature and is governed by Section 27-105-5, Miss. Code Ann. (1972). Under this program, the entity's funds are protected through a collateral pool administered by the State Treasurer. Financial institutions holding deposits of public funds must pledge securities as collateral against those deposits. In the event of failure of a financial institution, securities pledged by that institution would be liquidated by the State Treasurer to replace the public deposits not covered by the Federal Depository Insurance Corporation (FDIC).

The carrying amount of the City's deposits with financial institutions reported in the government-wide statements was \$26,891,601 (exclusive of cash with fiscal agents disclosed below). The bank balance was \$27,439,541. The City's long standing, although not formally adopted, investment policy is based upon all bank accounts being fully collateralized (using the procedures described above) and interest-bearing with rates updated on a quarterly basis and benchmarked using verifiable appropriate federal funds rates. Interest is calculated using average balances and recorded monthly.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

**PAGE THIRTEEN**

**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 3 - DEPOSITS (Cont.)**

Custodial credit risk - deposits - Custodial credit risk is defined as the risk that, in the event of a financial institutions failure, the government's deposits may not be returned to it. The City does not have a deposit policy for custodial credit risk. As of September 30, 2017, the City's bank balance was not exposed to custodial credit risk because deposits are covered by the State Treasurer collateral pool.

Cash with fiscal agents - The carrying amount of the City's cash with fiscal agents held by financial institutions was \$27,704,679.

Interest rate risk - The City does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

**NOTE 4 - NOTES RECEIVABLE**

In 2010, the City Council authorized a purchase of property located at 510 West Pine Street for the Sacred Heart Catholic Parish. Pursuant to the terms of this agreement, the City financed the purchase price of \$2,500,000 through the issuance of the City's General Obligation Pool Loan Refunding Bonds, Series 2010, to be repaid over 20 years with the final bonds maturing July 1, 2030. The Diocese of Biloxi executed a \$2,500,000 promissory note requiring annual payments not to exceed \$219,000 at an interest rate not to exceed 5.5% to coincide with the scheduled principal, interest and servicing fees attributable to the City's Series 2010 bonds. At September 30, 2017, the balance of this note receivable was \$1,915,000.

In 2012, the City Council authorized a loan agreement and promissory note for \$2,000,000 to be repaid over 20 years, at a rate of 2% in monthly installments of \$10,118, commencing February 1, 2013 and continuing until February 1, 2033. This arrangement was executed pursuant to Katrina Supplemental CDBG Program grant agreements that resulted in loan funding for site acquisition for two historic downtown buildings, with monthly repayments required from the City to the Mississippi Development Authority (MDA). Under the terms of the loan agreement, HCL Leverage Lender, LLC will remit the above-noted monthly payments to the City, and after the receipt of these payments, the City will in turn remit the resulting payments to MDA. At September 30, 2017, the balance of this note receivable was \$1,594,683.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
PAGE FOURTEEN  
YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 5 - CAPITAL ASSETS**

Capital asset activity for the year ended September 30, 2017, was as follows:

	<b>Primary Government</b>			
	<b>Beginning Balance</b>	<b>Additions</b>	<b>Retirements</b>	
<b>Governmental Activities:</b>				
Capital assets not being depreciated:				
Land	\$ 29,854,169	\$ 80,000	\$ -	\$ 29,934,169
Construction in progress	11,207,129	6,915,512	(16,501,645)	1,620,996
Total capital assets not being depreciated	<u>41,061,298</u>	<u>6,995,512</u>	<u>(16,501,645)</u>	<u>31,555,165</u>
Capital assets being depreciated:				
Buildings and improvements	48,667,616	13,523,857	-	62,191,473
Machinery and equipment	35,335,377	726,846	(101,974)	35,960,249
Infrastructure	147,870,899	2,977,788	-	150,848,687
Total capital assets being depreciated	<u>231,873,892</u>	<u>17,228,491</u>	<u>(101,974)</u>	<u>249,000,409</u>
Less accumulated depreciation for:				
Buildings and improvements	25,267,199	1,776,366	-	27,043,565
Machinery and equipment	28,675,395	1,908,174	(98,879)	30,484,690
Infrastructure	82,218,098	4,533,749	-	86,751,847
Total accumulated depreciated	<u>136,160,692</u>	<u>8,218,289</u>	<u>(98,879)</u>	<u>144,280,102</u>
Total capital assets being depreciated, net	<u>95,713,200</u>	<u>9,010,202</u>	<u>(3,095)</u>	<u>104,720,307</u>
<b>Governmental activities capital assets, net</b>	<u>\$ 136,774,498</u>	<u>\$ 16,005,714</u>	<u>\$ (16,504,740)</u>	<u>\$ 136,275,472</u>

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
PAGE FIFTEEN  
YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 5 - CAPITAL ASSETS (Cont.)**

	<b>Primary Government</b>			<b>Ending Balance</b>
	<b>Beginning Balance</b>	<b>Additions</b>	<b>Retirements</b>	
<b>Business-type Activities:</b>				
Capital assets not being depreciated:				
Land	\$ 315,243	\$ 6,000	\$ -	\$ 321,243
Construction in progress	5,262,259	5,232,124	(8,642,520)	1,851,863
Total capital assets not being depreciated	<u>5,577,502</u>	<u>5,238,124</u>	<u>(8,642,520)</u>	<u>2,173,106</u>
Capital assets being depreciated:				
Buildings and improvements	321,108	156,963	-	478,071
Machinery and equipment	9,023,210	42,200	-	9,065,410
Infrastructure	122,743,366	8,489,427	-	131,232,793
Total capital assets being depreciated	<u>132,087,684</u>	<u>8,688,590</u>	<u>-</u>	<u>140,776,274</u>
Less accumulated depreciation for:				
Buildings and improvements	298,325	2,260	-	300,585
Machinery and equipment	8,304,845	216,396	-	8,521,241
Infrastructure	27,271,604	3,447,452	-	30,719,056
Total accumulated depreciation	<u>35,874,774</u>	<u>3,666,108</u>	<u>-</u>	<u>39,540,882</u>
Total capital assets being depreciated, net	<u>96,212,910</u>	<u>5,022,482</u>	<u>-</u>	<u>101,235,392</u>
<b>Business-type activities capital assets, net</b>	<u><u>\$ 101,790,412</u></u>	<u><u>\$ 10,260,606</u></u>	<u><u>\$ (8,642,520)</u></u>	<u><u>\$ 103,408,498</u></u>

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 5 - CAPITAL ASSETS (Cont.)**

Depreciation expense was charged to the functions/programs of the governmental activities of the City as follows:

**Governmental Activities:**

General government	\$	235,748
Public safety		933,047
Public works – which includes the depreciation of infrastructure assets		5,323,388
Health and welfare		23,408
Other services		469,890
Culture and recreation		564,576
Mass transit		668,232
		<hr/>
<b>Total depreciation expense - governmental activities</b>	<b>\$</b>	<b>8,218,289</b>
		<hr/> <hr/>

**NOTE 6 - INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS**

Balances due to/from various City funds at September 30, 2017, consist of the following:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General fund	Nonmajor governmental funds	\$ 567,199
General fund	Combined water and sewer system	243,287
Nonmajor governmental funds	Combined water and sewer system	8,500
Nonmajor governmental funds	General fund	91,759
Nonmajor governmental funds	Nonmajor governmental funds	10,128
Combined water and sewer system	General fund	152,764
		<hr/>
<b>Total</b>		<b>\$ 1,073,637</b>
		<hr/> <hr/>

The outstanding balances between funds result mainly from the time lag between the dates that goods and services are provided or reimbursable expenditures occur and satisfaction of those amounts. These balances are expected to be collected within one year.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 6 - INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS (Cont.)**

Advances to/from other funds for governmental funds at September 30, 2017, consist of the following:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General fund	Nonmajor governmental fund	<u>\$ 300,000</u>

The amount payable to the General Fund is attributable to working capital loans made to the Community Development Block Grant Fund. None of the balance shown is scheduled to be collected in the subsequent year.

The composition of interfund transfers for the year ended September 30, 2017, is as follows:

<u>Transfers out:</u>	<u>Transfers In:</u>		<u>Total</u>
	<u>General Fund</u>	<u>Nonmajor Governmental Funds</u>	
General fund	\$ -	\$ 3,460,000	\$ 3,460,000
Nonmajor governmental funds	94,391	211,591	305,982
Combined water and sewer system	306,908	-	306,908
<b>Total</b>	<u>\$ 401,299</u>	<u>\$ 3,671,591</u>	<u>\$ 4,072,890</u>

Interfund transfers are authorized components of the budget and are typically used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the fund collecting the receipts to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 7 - AD VALOREM TAXES LEVIED FOR OTHER GOVERNMENTAL ENTITIES**

Section 35-57-1 et seq., Mississippi Code 1972, requires that the City levy and collect all taxes for and on behalf of the municipal separate school district. Section 39-3-7, Mississippi Code 1972, authorizes the City to levy and collect a tax not in excess of three mills for the support of any public library system located within the municipality.

For the reported fiscal year, the following ad valorem tax levies were made in accordance with the applicable statutory requirements and authorizations:

<u>Entity/Purpose of Levy</u>	<u>Applicable State Law</u>	<u>Mills Levied</u>
School District:		
Operational Support	37-57-105	57.69
School Bonded Indebtedness	37-59-23	7.37
Library (support, upkeep and maintenance of Hattiesburg Public Library System)	39-3-7	1.95

**NOTE 8 - CLAIMS AND JUDGMENTS**

The City provides employee health and accident coverage through a self-insurance program that utilizes a plan administrator as its claims-servicing organization, with the City retaining the risk of loss on all claims to which the City is exposed. Premium payments into the plan are established as a part of the City's budgetary process and upon consideration of actuarial recommendations are provided by the plan administrator. The City has opted to set premium rates for individual and family coverage at somewhat lower levels than those recommended. Therefore, additional costs not expected to be covered by premiums are separately budgeted in individual funds in which related payroll costs are incurred. When necessary based upon the claims paid during the fiscal year, the City makes supplemental transfers from payroll budgets of various funds into separate self-insurance fund accounts, which are included in the general fund for financial reporting purposes for fiscal year 2017.

To limit its exposure to risk under this self-insured program, the City maintains reinsurance which provides two separate stop loss coverages: specific and aggregate. These coverages are provided by an outside commercial carrier. For fiscal year 2017, the specific coverage begins when an individual participant's claim exceeds \$100,000, with unlimited maximum benefit per covered person. The aggregate policy covers all submitted claims in excess of the minimum aggregate deductible, which is the greater of \$4,226,552 or 95% or the annualized first monthly aggregate deductible. Maximum covered expenses of \$100,000 per covered person accumulate toward the unlimited maximum aggregate benefit.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

**PAGE NINETEEN**

**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 8 - CLAIMS AND JUDGMENTS (Cont.)**

Claims expenses and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNRs). The following table provides changes in the balances of claims liabilities for fiscal year 2017:

<b>Unpaid claims, beginning of fiscal year</b>	\$ 338,721
Plus: Incurred claims (including IBNRs)	4,579,322
Less: Claims payments	<u>(4,573,286)</u>
<b>Unpaid claims, end of fiscal year</b>	<u><u>\$ 344,757</u></u>

Cash on deposit in the Group Insurance Fund at September 30, 2017 was \$235,190. Based on the above projection of net unpaid claims in excess of cash on deposit, interfund receivables were established from the respective operating funds at September 30, 2017.

**NOTE 9 - LEASE OBLIGATIONS**

The City has entered into various lease agreements as lessee for financing equipment purchases and for a major energy improvement project for various City facilities. The assets under capital lease have useful lives ranging from 7 to 10 years for machinery and equipment and from 10 to 15 years for buildings and improvements and are being depreciated based on those useful lives.

For fiscal year 2017, the assets recorded under capital leases and included in capital assets in the accompanying statement of net position are as follows:

**Governmental Activities:**

Machinery and equipment	\$ 3,856,259
Buildings and improvements	<u>7,726,727</u>
Less accumulated depreciation	<u>(1,953,597)</u>
<b>Net book value</b>	<u><u>\$ 9,629,389</u></u>
<b>Current year depreciation expense</b>	<u><u>\$ 556,666</u></u>

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 9 - LEASE OBLIGATIONS (Cont.)**

These leases qualify as capital leases for accounting purposes and therefore, have been recorded at the present value of future minimum lease payments as of the inception date. The future minimum lease obligations and the net present value of minimum lease payments as of September 30, 2017 are as follows:

<u>Year Ending September 30,</u>	<u>Governmental Activities</u>
2018	\$ 1,360,098
2019	980,957
2020	732,406
2021	568,822
2022	585,887
2023-2027	3,107,476
2028-2032	3,447,342
Total minimum lease payments	10,782,988
Less: amount representing interest	(1,729,400)
<b>Present value of minimum lease payments</b>	<b>\$ 9,053,588</b>

**NOTE 10 - LONG-TERM LIABILITIES**

General Obligation Bonds and Notes

The City issues general obligation bonds and notes to provide funds for the acquisition and construction of major capital facilities. General obligation bonds and notes are direct obligations and pledge the full faith and credit of the City and have been issued for both governmental and business-type activities. Notes are generally issued with a five-year maturity. The City has no special assessment bonds or anticipation notes at September 30, 2017. Bonds are generally issued as serial bonds with essentially level principal and interest payments maturing each year with maturities that range from 5 to 20 years. General obligation notes and bonds outstanding at September 30, 2017 are as follows:

(See Table on Next Page)

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 10 - LONG-TERM LIABILITIES (Cont.)**

**General Obligation Bonds**

<b>Governmental Activities:</b>	<b>Sale Date</b>	<b>Original Borrowing</b>	<b>Interest Rates to Maturity</b>	<b>Final Maturity</b>	<b>Outstanding 9/30/17</b>
Public Improvements	2007	\$ 6,025,000	4.00%	2018	\$ 710,000
Public Improvements	2010	2,560,000	6.00%	2030	1,915,000
Public Improvements	2015	5,400,000	3.50 - 5.00%	2022	4,540,000
<b>Total</b>					<b>\$ 7,165,000</b>
<b>Business-type Activities:</b>					
Public Improvements	2010	\$ 7,500,000	2.75 - 3.80%	2030	\$ 2,680,000
Public Improvements	2015	4,605,000	2.00 - 3.00%	2024	3,990,000
Public Improvements	2016	7,125,000	1.60%	2021	5,741,000
<b>Total</b>					<b>\$ 12,411,000</b>

***Economic Development Limited Obligation Bonds and Notes***

The City also has issued limited obligation debt for economic development purposes that is repaid from revenues pledged under the terms of the respective contractual agreements made pursuant to the authorization for these projects by the governing authorities. Thus, future revenues are pledged in the amount of future debt service requirements. These limited obligation bonds and notes are generally issued with essentially level annual principal and interest payments with maturities that range from 10 to 20 years. Limited obligation bonds and notes outstanding at September 30, 2017 are as follows:

**Economic Development Limited Obligation Bonds and Notes**

<b>Governmental Activities:</b>	<b>Sale Date</b>	<b>Original Borrowing</b>	<b>Interest Rates to Maturity</b>	<b>Final Maturity</b>	<b>Outstanding 9/30/17</b>
MDB Limited Obligation Bonds (Church)	2009	\$ 2,937,000	2.90 - 6.00%*	2030	\$ 225,352
Hub City Lofts	2012	2,000,000	2.00%	2033	1,602,130
<b>Total</b>					<b>\$ 1,827,482</b>

\*Variable rate for MDB debt is adjusted weekly using the SIFMA Muni-Index plus 1.2%.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 10 - LONG-TERM LIABILITIES (Cont.)**

Limited Obligation Tax Increment Financing Bonds

Tax increment financing (TIF) bonds are issued by the City to provide funds for the acquisition and construction of infrastructure and related improvements in conjunction with commercial development projects. Bonds are generally issued as serial bonds with essentially level principal and interest payments with maturities that range from 10 to 20 years. These bonds are secured by the payment of the incremental increase in City property taxes from each project's TIF taxing district as authorized under the TIF plan document approved by the governing authorities. These bonds may also be secured by county participation as authorized by executed interlocal agreements pledging incremental increase in county property taxes in the TIF taxing district. Limited obligation TIF bonds outstanding at September 30, 2017 are as follows:

**Limited Obligation TIF Bonds**

<b>Governmental Activities:</b>	<b>Sale Date</b>	<b>Original Borrowing</b>	<b>Interest Rates to Maturity</b>	<b>Final Maturity</b>	<b>Outstanding 9/30/17</b>
Chauvet Square	2003	\$ 1,100,000	4.50 - 5.35%	2023	\$ 480,000
Chauvet Square	2007	1,400,000	4.50%	2027	1,030,000
Turtle Crossing	2007	4,100,000	4.35%	2021	1,470,000
Lincoln Center	2008	610,000	4.00%	2023	290,000
Turtle Creek Crossing	2011	400,000	5.68%	2025	220,000
Kohls	2012	715,000	5.00%	2021	320,000
Southern Pointe	2014	2,600,000	4.85%	2029	2,215,000
Hattiesburg Clinic - Midtown Project	2015	845,000	4.00%	2031	803,000
Ridge at Turtle Creek	2015	1,225,000	5.50%	2031	1,165,000
Midtown Market	2015	210,000	5.50%	2031	200,000
Whispering Pines	2016	3,021,000	4.00 - 4.75%	2031	2,868,000
<b>Total</b>					<b>\$ 11,061,000</b>

Certificates of Participation

In accordance with Section 31-8-1, et seq. Miss. Code Ann. (1972), the City issued Certificates of Participation and transferred the proceeds to the Southern Mississippi Investment Company, Inc. (Corporation). The funds were used to construct a City Public Safety Complex, including renovations of an existing building to be used as a multi-purpose building and a Parks and Recreation administration building.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 10 - LONG-TERM LIABILITIES (Cont.)**

At completion, the Corporation entered into a 20 year agreement with the City, with the City being obligated to make payments to the Corporation equal to the principal and interest payments on the debt. When the debt is paid, the City will assume ownership of the facilities. The obligation is not a general obligation and does not constitute a pledge of full faith and credit of the City. There is an unamortized premium of \$263,142 which is not included in the principal in the following schedule:

**Certificates of Participation**

<b><u>Governmental Activities:</u></b>	<b><u>Sale Date</u></b>	<b><u>Original Borrowing</u></b>	<b><u>Interest Rates to Maturity</u></b>	<b><u>Final Maturity</u></b>	<b><u>Outstanding 9/30/17</u></b>
Certificates of Participation	2016	\$ 5,300,000	3.00 - 5.00%	2035	<u>\$ 5,300,000</u>

**Business-type Activities (Water and Sewer) Revenue Bonds**

In addition to water and sewer general obligation bonds, the City also issues water and sewer revenue bonds to provide funds for the acquisition and construction of water and sewer system infrastructure and related improvements and system rehabilitation. These bonds are secured by water and sewer operating revenues and are subject to the requirements of the respective revenue bond documents. These bond documents include important parity debt requirements with the issuance of each new series of revenue bonds and require annual net revenue tests to be performed in accordance with the prescribed calculations.

Bonds are generally issued as serial bonds with essentially level principal and interest payments maturing each year with maturities that range from 15 to 25 years. Revenue bonds outstanding at September 30, 2017 are as follows:

**Revenue Bonds**

<b><u>Business-type Activities:</u></b>	<b><u>Sale Date</u></b>	<b><u>Original Borrowing</u></b>	<b><u>Interest Rates to Maturity</u></b>	<b><u>Final Maturity</u></b>	<b><u>Outstanding 9/30/17</u></b>
W&S Revenue Project, Series 2012	2012	\$ 12,500,000	2.50 - 5.00%	2032	\$ 10,095,000
W&S Refunding Bonds, Series 2014	2014	28,000,000	3.00 - 5.00%	2039	27,850,000
W&S Refunding Bonds, Series 2016	2016	25,000,000	3.03%	2026	<u>22,830,000</u>
<b>Total</b>					<u>\$ 60,775,000</u>

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 10 - LONG-TERM LIABILITIES (Cont.)**

Business-type Activities (Water and Sewer) State Revolving Loan Fund (SRF) Notes

In addition to water and sewer revenue bonds, the City has utilized financing available under the State of Mississippi Revolving Loan Fund (SRF) program to provide funds for qualified sewer projects. Monthly principal and interest payments for the repayment of these notes is deducted from the City's monthly sales tax diversion payments from the Mississippi Department of Revenue, with monthly reimbursements to the City's general fund being made from monthly operating sewer system revenues as authorized by the City's budget document. The SRF notes outstanding at September 30, 2017 are as follows:

**State Revolving Loan Funds**

<b><u>Business-type Activities:</u></b>	<b><u>Sale Date</u></b>	<b><u>Original Borrowing</u></b>	<b><u>Interest Rates to Maturity</u></b>	<b><u>Final Maturity</u></b>	<b><u>Outstanding 9/30/2017</u></b>
SRF #3	1999	\$ 1,293,195	4.50%	2019	<u>\$ 120,683</u>

Compensated Absences

Vested or accumulated vacation leave, holiday leave, and accrued overtime that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. Amounts of vested or accumulated vacation leave, holiday leave, and accrued overtime that are not expected to be liquidated with expendable available financial resources are reported as noncurrent liabilities. In accordance with the provisions of ASC 710-10-20, *Compensation*, no liability is recorded for nonvesting accumulating rights to receive sick pay benefits. Compensated absences at September 30, 2017 are as follows:

	<b><u>Governmental Activities</u></b>	<b><u>Business-Type Activities</u></b>	<b><u>Primary Government</u></b>
Accrued vacation pay	\$ 1,280,950	\$ 96,403	\$ 1,377,353
Accrued overtime pay	13,905	654	14,559
Accrued holiday pay	<u>67,716</u>	<u>-</u>	<u>67,716</u>
<b>Total</b>	<b><u>\$ 1,362,571</u></b>	<b><u>\$ 97,057</u></b>	<b><u>\$ 1,459,628</u></b>

CITY OF HATTIESBURG, MISSISSIPPI

NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017

**NOTE 10 - LONG-TERM LIABILITIES (Cont.)**

Changes in Long-Term Liabilities

Changes in the City's long-term liabilities for the year ended September 30, 2017 are as follows:

<b><u>Governmental Activities:</u></b>	<b>Balance September 30, 2016</b>	<b>Additions</b>	<b>Reductions</b>	<b>Adjustments</b>	<b>Balance September 30, 2017</b>	<b>Due Within One Year</b>
Bonds and notes payable						
General obligation bonds and notes	\$ 8,810,000	\$ -	\$ (1,645,000)	\$ -	\$ 7,165,000	\$ 1,700,000
Limited obligation TIF bonds	12,041,000	-	(980,000)	-	11,061,000	1,022,000
Certificates of participation	5,300,000	-	-	-	5,300,000	175,000
Economic development limited obligation bonds and notes	2,227,454	-	(399,972)	-	1,827,482	119,354
Unamortized premium on bonds	217,533	-	(43,507)	-	174,026	43,507
Unamortized premium on certificates of participation	263,142	-	(13,157)	-	249,985	13,158
Total bonds and notes payable	28,859,129	-	(3,081,636)	-	25,777,493	3,073,019
Capital leases	9,800,255	-	(833,722)	87,055	9,053,588	1,149,592
Compensated absences	471,136	-	(415,168)	1,306,603	1,362,571	204,386
<b>Governmental activities long-term liabilities</b>	<b>\$ 39,130,520</b>	<b>\$ -</b>	<b>\$ (4,330,526)</b>	<b>\$ 1,393,658</b>	<b>\$ 36,193,652</b>	<b>\$ 4,426,997</b>
<b><u>Business-type Activities:</u></b>	<b>Balance September 30, 2016</b>	<b>Additions</b>	<b>Reductions</b>	<b>Adjustments</b>	<b>Balance September 30, 2017</b>	<b>Due Within One Year</b>
Bonds and notes payable						
General obligation bonds and notes	\$ 14,480,000	\$ -	\$ (2,069,000)	\$ -	\$ 12,411,000	\$ 2,111,000
Revenue bonds	63,510,000	-	(2,735,000)	-	60,775,000	2,830,000
State revolving loan funds	294,454	-	(173,771)	-	120,683	96,001
Unamortized premium on bonds	437,801	-	(45,384)	-	392,417	45,384
Total bonds and notes payable	78,722,255	-	(5,023,155)	-	73,699,100	5,082,385
Compensated absences	28,635	-	(40,009)	108,431	97,057	14,559
<b>Business-type activities long-term liabilities</b>	<b>\$ 78,750,890</b>	<b>\$ -</b>	<b>\$ (5,063,164)</b>	<b>\$ 108,431</b>	<b>\$ 73,796,157</b>	<b>\$ 5,096,944</b>

Note: Adjustments represent corrections to the capital lease obligation and to the compensated absences balances.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 10 - LONG-TERM LIABILITIES (Cont.)**

The debt service requirements for the City's bonds and notes are as follows:

**Governmental Activities:**

Year Ending September 30,	G.O. Bonds and Notes		Limited Obligation TIF Bonds	
	Principal	Interest	Principal	Interest
2018	\$ 1,700,000	\$ 223,350	\$ 1,022,000	\$ 508,003
2019	1,020,000	186,475	1,068,000	461,023
2020	1,050,000	163,075	1,116,000	411,880
2021	1,085,000	134,075	1,157,000	360,700
2022	975,000	99,875	706,000	307,452
2023-2027	590,000	313,307	3,755,000	1,033,112
2028-2032	745,000	70,500	2,237,000	229,081
<b>Total</b>	<b>\$ 7,165,000</b>	<b>\$ 1,190,657</b>	<b>\$ 11,061,000</b>	<b>\$ 3,311,251</b>

Year Ending September 30,	Economic Development Limited Obligation Bonds and Notes		Certificates of Participation	
	Principal	Interest	Principal	Interest
2018	\$ 119,354	\$ 34,017	\$ 175,000	\$ 228,025
2019	113,730	31,899	185,000	219,025
2020	115,590	29,774	190,000	209,650
2021	117,488	27,637	200,000	199,900
2022	119,424	25,486	205,000	191,825
2023-2027	627,562	94,445	1,195,000	854,375
2028-2032	584,079	33,272	1,555,000	558,037
2033-2036	30,255	101	1,595,000	146,588
<b>Total</b>	<b>\$ 1,827,482</b>	<b>\$ 276,631</b>	<b>\$ 5,300,000</b>	<b>\$ 2,607,425</b>

(Table Continued on Next Page)

CITY OF HATTIESBURG, MISSISSIPPI

NOTES TO FINANCIAL STATEMENTS

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YEAR ENDED SEPTEMBER 30, 2017

**NOTE 10 - LONG-TERM LIABILITIES (Cont.)**

<b>Year Ending September 30,</b>	<b>Total Governmental Activities</b>	
	<b>Principal</b>	<b>Interest</b>
2018	\$ 3,016,354	\$ 993,395
2019	2,386,730	898,422
2020	2,471,590	814,379
2021	2,559,488	722,312
2022	2,005,424	624,638
2023-2027	6,167,562	2,295,239
2028-2032	5,121,079	890,890
2033-2036	1,625,255	146,689
<b>Total</b>	<b>\$ 25,353,482</b>	<b>\$ 7,385,964</b>

**Business-type Activities:**

<b>Year Ending September 30,</b>	<b>G.O. Bonds and Notes</b>		<b>State Revolving Loan Funds</b>	
	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>
2018	\$ 2,111,000	\$ 264,555	\$ 96,001	\$ 3,467
2019	2,159,000	225,154	24,682	185
2020	2,206,000	184,665	-	-
2021	2,260,000	145,109	-	-
2022	815,000	101,359	-	-
2023-2027	2,095,000	247,370	-	-
2028-2030	765,000	49,813	-	-
<b>Total</b>	<b>\$ 12,411,000</b>	<b>\$ 1,218,025</b>	<b>\$ 120,683</b>	<b>\$ 3,652</b>

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**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 10 - LONG-TERM LIABILITIES (Cont.)**

<b>Year Ending September 30,</b>	<b>Revenue Bonds</b>		<b>Total Business-type Activities</b>	
	<b>Principal</b>	<b>Interest</b>	<b>Principal</b>	<b>Interest</b>
2018	\$ 2,830,000	\$ 2,211,892	\$ 5,037,001	\$ 2,479,914
2019	3,010,000	2,124,593	5,193,682	2,349,932
2020	3,155,000	2,032,550	5,361,000	2,217,215
2021	3,240,000	1,936,961	5,500,000	2,082,070
2022	3,535,000	1,836,225	4,350,000	1,937,584
2023-2027	20,025,000	7,134,011	22,120,000	7,381,381
2028-2032	11,230,000	4,385,531	11,995,000	4,435,344
2033-2037	9,350,000	2,197,838	9,350,000	2,197,838
2038-2039	4,400,000	212,819	4,400,000	212,819
<b>Total</b>	<b>\$ 60,775,000</b>	<b>\$ 24,072,420</b>	<b>\$ 73,306,683</b>	<b>\$ 25,294,097</b>

During the year ended September 30, 2017, interest expense paid for governmental activities and business-type activities totaled \$1,119,296 and \$2,389,665, respectively.

**NOTE 11 - SCHEDULE OF STATUTORY DEBT LIMITATIONS**

The City is subject to the limitations of indebtedness prescribed by Section 21-33-303, Mississippi Code 1972. No municipality may issue bonds secured by a pledge of its full faith and credit in an amount which, when added to the then outstanding bond indebtedness of such municipality, would exceed the 15% and 20% tests prescribed in Section 21-33-303. These percentages are applied to the assessed value of the taxable property within such municipality, with certain types of bond issues being excluded from the authorized debt limit tests. Presented in the schedule below are the calculations of the applicable statutory debt limitations as of September 30, 2017:

(See Table on Next Page)

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 11 - SCHEDULE OF STATUTORY DEBT LIMITATIONS (Cont.)**

	<u>15% Test</u>	<u>20% Test</u>
Assessed value as of September 30, 2017 (\$457,006,290) times applicable percentage	[a] \$ 68,550,944	\$ 91,401,258
Present debt subject to debt limits as of September 30, 2017:		
Total bonds and notes other than water and sewer	20,053,482	20,053,482
Less: Bonds exempt from debt limitation calculations	(12,888,482)	(12,888,482)
Add: Water & sewer debt other than revenue bonds	N/A	12,411,000
General obligation debt subject to applicable tests	[b] <u>7,165,000</u>	<u>19,576,000</u>
Margin for additional debt [a] minus [b]	<u>\$ 61,385,944</u>	<u>\$ 71,825,258</u>

**NOTE 12 - TAX ABATEMENTS**

GASB Statement No. 77, *Tax Abatement Disclosures*, defines a tax abatement as a reduction in tax revenues that results from an agreement between one or more governments and an individual or entity in which (a) one or more governments promise to forgo tax revenues to which they would otherwise be entitled and (b) the individual or entity promises to take a specific action after the agreement has been entered into that contributes to economic development or otherwise benefits the government or citizens of those governments.

The City negotiates property tax abatements on an individual basis. All abatements are for 5 and/or 10 years and are for economic development purposes. The City had three types of abatements, one of which provides for the abatement of school or state tax levies, as follows:

Section 27-31-101 and 27-31-105, Miss. Code (Ann.) 1972 – All allowable tax levies  
There are twenty-four companies that have tax abatements under this statute.

Section 17-21-5, Miss. Code (Ann.) 1972 – Historic district exemptions  
There are seven companies that had tax abatements under this statute.

Section 27-31-104, Miss. Code (Ann.) 1972 – Payment-in-lieu of taxes  
There is one company that had tax abatements under this statute.

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**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 12 - TAX ABATEMENTS (Cont.)**

<u>Category</u>	<u>Amount of Taxes Abated During the Fiscal Year</u>	<u>Direct Employment Impact</u>	<u>Indirect Employment Impact</u>
Construction and expansion of a manufacturing facility	\$ 1,472,568	5,421 jobs	4,762 jobs
Historic district exemptions	35,402	13 jobs	5 jobs
Fee-in-lieu exemptions	296,251	-	-

The projected public investment for jobs impacted by industrial expansions is \$272 per direct job and \$145 per indirect job. The projected public investment for historic district exemptions is \$2,723 per direct job and \$1,970 per indirect job.

The economic impact information presented above was compiled by consultants contracted by the City and was prepared in conjunction with fiscal year 2017 tax abatement totals obtained from the Forrest County Tax Assessor's office. There were no tax abatement agreements for Lamar County properties in fiscal year 2017.

The companies were required to comply with certain special provisions, and did so in order to receive the abatements, and the City made no commitments as part of the agreements other than to reduce taxes.

**NOTE 13 - RELATED ORGANIZATION**

The following related organization is excluded from the financial reporting entity because the City's accountability does not extend beyond making appointments. Audited financial statements are available from the organization.

Hattiesburg Tourism Commission - The Commission consists of seven members appointed by the Mayor and ratified by the City Council. Funding is from a special tax levied upon the gross proceeds from hotel and motel overnight room rentals. The City collects that tax and distributes it to the Tourism Commission. Amounts disbursed for the fiscal year ended September 30, 2017 totaled \$672,705. Amount due from special tax agency fund to the Tourism Commission at September 30, 2017 was \$35,102 and was included in the accompanying statement of fiduciary net position under the caption due to other funds and was distributed within thirty days.

## **CITY OF HATTIESBURG, MISSISSIPPI**

### **NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

#### ***NOTE 14 - JOINT VENTURES***

The City of Hattiesburg is a participant with Forrest County in a joint venture authorized by Section 57-31-1, Mississippi Code Annotated (1972), to operate the Forrest County Industrial Park Commission. The joint venture was created to develop and operate an industrial park complex for citizens of Forrest County and the City of Hattiesburg. The Commission is governed by a ten member board. The governing authorities of the City of Hattiesburg and the Forrest County Board of Supervisors each appoint five members. Each entity is obligated to provide equal funding for the ongoing financial support of the Commission. A separate financial statement of the Forrest County Industrial Park Commission can be obtained by contacting the Commission at Post Office Box 1898, Hattiesburg, Mississippi 39403.

The City of Hattiesburg is a participant with Forrest County, Jones County, and the State of Mississippi to operate the Hattiesburg/Laurel Regional Airport Authority authorized by Section 61-3-5, Mississippi Code Annotated (1972). The joint venture, governed by a five member board of commissioners, was created to maintain and develop the Authority for the City and aforementioned counties. Each governmental entity appoints one board member. A separate financial statement of the Hattiesburg/Laurel Regional Airport Authority can be obtained by contacting the Authority at 1002 Terminal Drive, Moselle, Mississippi 39459.

The City of Hattiesburg is a participant with Forrest County and the City of Petal in a joint venture authorized by Section 39-3-38, Mississippi Code Annotated (1972) to operate the Library of Hattiesburg, Petal, and Forrest County. The joint venture was created to provide free public library service to the citizens of Forrest County and the Cities of Hattiesburg and Petal. The library is governed by a fifteen member board appointed by the governments involved as follows: City of Hattiesburg - six members; Forrest County - six members; and City of Petal - three members. Each entity is obligated by contract to levy not less than 1.25 mills as authorized by Sections 39-3-35 and 39-3-37, Mississippi Code Annotated (1972), for the ongoing financial support of the library. A separate financial statement of the library can be obtained by contacting the Library at 329 Hardy Street, Hattiesburg, Mississippi 39401.

#### ***NOTE 15 - JOINTLY GOVERNED ORGANIZATIONS***

The Emergency Management District provides emergency services to the City of Hattiesburg and Forrest County. The entity is controlled by an eight member council. The Council is chosen as follows by the following authorities: Mayor of Hattiesburg - one; Forrest County Board of Supervisors - one; Sheriff of Forrest County - one; AAA Ambulance - one; Hattiesburg Police Chief - one; Hattiesburg Fire Chief - one; the University of Southern Mississippi - one; and Forrest General Hospital - one. Operating funds are provided by state grants, E-911 charges and direct contributions.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 16 - DEFICIT FUND BALANCES OF INDIVIDUAL FUNDS**

At September 30, 2017, the City's Community Development Block Grant Fund and the Airport Improvement Fund reported deficit fund balances of \$40,913 and \$228,397, respectively, which are attributable to the cumulative effect of program expenditures in excess of grant reimbursements.

**NOTE 17 - COMMITMENTS**

Significant encumbrances at September 30, 2017, included \$147,124 for paving projects, \$248,410 police cars and radio equipment, \$49,950 for bus stops improvements, and \$13,286 for fire department furniture.

<b>September 30, 2017</b>	<b>Amount</b>
Airport Improvements	\$ 888,075
Infrastructure Projects	834,100
Water & Sewer Projects	703,100
<b>Commitments for construction projects in progress, end of fiscal year</b>	<b>\$ 2,425,275</b>

**NOTE 18 - CONTINGENCIES**

**USA Yeast Facility** - During fiscal year 2015, the City completed construction of a wastewater pretreatment facility, or evaporator plant for a manufacturing facility located within the City. Project costs were funded with CDBG Economic Development Grant funds and with private funds provided by the manufacturer. Under the terms of the grant agreement, the City has title to assets constructed with grant funds, and the manufacturing company owns the assets constructed with its funds. Pursuant to an agreement between the City and the company and to terms of the CDBG grant agreement, title to the equipment and components will transfer to the company upon expiration of the agreement on December 31, 2021. In conjunction with this project, the City has a ground lease for company property on which the evaporator plant is located. This lease requires payment of \$1 per year and expires December 31, 2021.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 18 - CONTINGENCIES (Cont.)**

**Mississippi Department of Environmental Quality Consent Order - Stipulated Order Terminating Amended Consent Judgment** - In August 2017, GRN, the City and MDEQ, the parties involved in the rehabilitation and improvement of the City's sewer system mandated under the Amended Agreed Order, negotiated a settlement. Pursuant to this settlement, a conditional Stipulated Order Terminating Amended Consent Judgment (the Stipulated Order) was entered on August 23, 2017. Terms of the Stipulated Order include submission of a revised permit request for the South Lagoon which incorporates certain monitoring requirements. Upon issuance of the amended permit and entry of a separate Agreed Order by the Mississippi Commission on Environmental Quality establishing a stipulated penalty of \$1,500 per day for future violations, the Amended Consent Judgment will automatically terminate. The stipulated order further requires the City to provide certain effluent and performance information to GRN for a limited time.

As a result, the litigation aspect of this matter is conditionally concluded, and the City is also conditionally no longer liable for unpaid fines, penalties or construction obligations under the Amended Consent Judgment, subject to the City complying with terms of the Stipulated Order. The Stipulated Order precludes the City from having to immediately move forward to construct a fully mechanical wastewater treatment plant at an estimated cost exceeding \$150 million, as was required by the Amended Consent Judgment. As a result of relief granted under the Stipulated Order, the City has suspended certain project elements that were in development and design stages in prior years. The City expects that it will continue its efforts to improve the performance of the existing lagoon treatment system and also expects that modifications to the system may be recommended, potentially requiring additional capital outlays. However, the cost of any such improvements and modifications is not determinable at this time.

**Litigation** - The City is party to various legal proceedings which normally occur in governmental operations. While the City cannot predict the results of any litigation, legal counsel for the City of Hattiesburg believes that it has meritorious defenses for those actions, proceedings and claims, or they are without merit or are of such kind, or involve such amounts, that unfavorable dispositions not covered by insurance resulting from such litigation would not materially affect the financial statements of the City of Hattiesburg, Mississippi. The City includes anticipated attorney fees for ongoing matters in its annual budget for the year in which such fees are incurred.

**Federal Grants** - In the normal course of operations, the City receives grant funds from various Federal and State agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement which may arise as the result of these audits is not believed to be material.

## CITY OF HATTIESBURG, MISSISSIPPI

### NOTES TO FINANCIAL STATEMENTS

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YEAR ENDED SEPTEMBER 30, 2017

#### **NOTE 18 - CONTINGENCIES (Cont.)**

**Group Insurance Programs** - The City obtains its workers' compensation, general and automobile liability insurance through certain group insurance programs of the Mississippi Municipal Service Company. Under these programs and pursuant to State of Mississippi regulations, participants are jointly and severally liable for claims incurred; however, the City has experienced no loss under such provisions and cannot reasonably estimate the amount or possibility of losses under these programs.

**Self-Funded Health Insurance Program** - The City provides health insurance to its employees under a self-insured program, as previously described. The City obtains reinsurance to protect against significant loss; however, under the terms of such reinsurance policies, the City is ultimately responsible for covered claims. While the City estimates and recognizes expected claims liabilities related to this program, the amount or possibility of any additional loss cannot be reasonably estimated.

#### **NOTE 19 - OTHER POSTEMPLOYMENT BENEFITS**

The City allows eligible retirees to obtain health insurance by participating in its self-funded health insurance plan provided to employees and certain eligible dependents. Retirees are eligible for these benefits upon attaining age 60 with 8 years of service or any age with 25 years of service for medical benefits. Since retirees may obtain health insurance by participating in a group with active employees and consequently receive a health insurance premium rate differential, such postemployment healthcare benefits are reportable by the City under GASB Statement 45 as a single employer defined benefit health care plan. This type of plan is considered an "other postemployment benefit plan", or "OPEB".

**Plan Description** - The City provides health insurance coverage to participating eligible retirees through its single employer defined benefit healthcare plan, which is a self-funded plan administered by United Healthcare. The plan also provides health benefits to employees and their eligible dependents. The portion of the plan attributable to retirees represents other postemployment benefits for financial reporting purposes. Although the City expects to continue the plan indefinitely, it has the right to discontinue, alter, or modify the plan in whole or in part at any time and for any reason, at its sole determination. The Plan does not issue a stand-alone financial report. Instead, accounts of the Plan are included in the financial statements of the City. The City Council must approve any changes to the Plan provisions.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

***NOTE 19 - OTHER POSTEMPLOYMENT BENEFITS (Cont.)***

***Funding Policy*** - Benefits of the plan are self-insured by the City. The City maintains an account for the purpose of paying claims and administrative costs of its self-funded health insurance plan. The account requires that a minimum balance be maintained, and the City deposits additional funds for claims incurred and anticipated payments on a pay-as-you-go basis. Balances in the account belong to the City. Amounts contributed to this account are earmarked for plan expenses but may be revoked at the City's discretion. Therefore, balances are reported in assets of the general fund, and employer contributions are not recognized until payment of claims by the administrator to retirees or their beneficiaries.

Participating retirees make monthly contributions through premium payments based on coverage type. Monthly retiree contributions for single and family coverage for the fiscal year ended September 30, 2017 totaled \$388 and \$638, respectively. For the years ended September 30, 2017, 2016, and 2015, the City contributed \$211,305, \$161,224, and \$149,281, respectively, to the plan for expected payouts for retiree benefits, which represented 26.38%, 21.20%, and 20.97%, respectively, of the actuarially determined annual required contribution of \$800,903, \$762,287, and \$712,017, respectively. No amounts have been contributed to finance future medical benefits under the plan for either current or future retirees.

**Annual OPEB Cost and Net OPEB Obligation** - The City's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a closed 30 year period. The following table shows the components of the City's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the City's net OPEB obligation related to the plan:

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 19 - OTHER POSTEMPLOYMENT BENEFITS (Cont.)**

<u>Year Ended September 30</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Normal cost	\$ 510,191	\$ 591,613	\$ 568,859
Amortized accrued liability in excess of actuarial assets	277,655	155,871	129,331
Interest	<u>15,602</u>	<u>14,803</u>	<u>13,827</u>
Annual required contribution	803,448	762,287	712,017
Interest on net OPEB obligation	46,515	22,509	-
Adjustment to annual required contribution	<u>(49,060)</u>	<u>(23,429)</u>	<u>-</u>
Annual OPEB cost (expense)	800,903	761,367	712,017
Contributions made for payment of retiree benefits	<u>(211,305)</u>	<u>(161,224)</u>	<u>(149,281)</u>
Increase in net OPEB obligation	589,598	600,143	562,736
Net OPEB obligation - beginning of year	<u>1,162,879</u>	<u>562,736</u>	<u>-</u>
Net OPEB obligation - end of year	<u>\$ 1,752,477</u>	<u>\$ 1,162,879</u>	<u>\$ 562,736</u>

**Funded Status and Funding Progress** - As of October 1, 2017, the most recent actuarial valuation date, the plan was unfunded. The actuarial accrued liability for benefits was \$6,605,614, which was also the amount of the unfunded actuarial accrued liability (UAAL).

## CITY OF HATTIESBURG, MISSISSIPPI

### NOTES TO FINANCIAL STATEMENTS

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YEAR ENDED SEPTEMBER 30, 2017

#### **NOTE 19 - OTHER POSTEMPLOYMENT BENEFITS (Cont.)**

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

**Actuarial Methods and Assumptions** - Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the October 1, 2017, actuarial valuation, the entry age normal level percent of salary actuarial cost method was used. The actuarial assumptions included an annual healthcare cost trend rate of 8% initially, grading uniformly to 5% over a 10-year period, a 4% discount rate, a 2.5% salary scale, and 100% participation rate of eligible future retirees. The UAAL is being amortized as a level percentage of projected payroll over a closed 30 year period. The remaining amortization period at September 30, 2017 was 27 years. Pre-65 annual per capital medical claims costs are assumed to be \$8,927 per participant per year at age 65, and claims are assumed to decrease 3% per attained age. No claims costs are assumed for post-65 retirees. Additionally, administrative costs were assumed to be \$383 per retiree per year and were assumed to increase 5% annually.

#### **NOTE 20 - DEFINED BENEFIT PENSION PLANS**

##### **Public Employees Retirement Plans**

**Pension Plan Descriptions** - The City contributes to the PERS cost-sharing multiple-employer defined benefit pension plan (the Cost-Sharing Plan), which covers all eligible employees, except certain sworn and uniformed policemen and firemen who participate in the City of Hattiesburg Police and Fire Disability and Relief Fund (PFDR), also administered by PERS. Both plans provide retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. PFDR Plan members consist of all full-time sworn and uniformed policemen and firemen who were employed by July 1, 1987. All full-time sworn and uniformed policemen and firemen employed after July 1, 1987, participate in the Cost-Sharing Plan. The PFDR Plan is affiliated with the Mississippi Municipal Retirement

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

***NOTE 20 - DEFINED BENEFIT PENSION PLANS (Cont.)***

System (MRS), an agent multiple-employer defined benefit pension plan, and as of June 30, 2017, included one active member and 147 retirees and beneficiaries currently receiving benefits. Benefit provisions for both plans are established by State law and may be amended only by the State of Mississippi Legislature. The Plans' provisions and the Board of Trustees' authority to determine contribution rates are established by Miss. Code Ann. § 25-11-1 et seq. (1972, as amended), and may be amended only by the Mississippi Legislature.

PERS is administered by a 10-member Board of Trustees that includes: the State Treasurer; one gubernatorial appointee who is a member of PERS; two state employees; two PERS retirees; and one representative each from public schools and community colleges, state universities, municipalities, and counties. With the exception of the State Treasurer and the gubernatorial appointee, all members are elected to staggered six-year terms by the constituents they represent.

The Board of Trustees is responsible for the general administration and proper operation of PERS. The executive director is designated by the Board to lead and conduct all business for PERS. PERS operates under legislative mandate with respect to administrative budgets, human resources, and purchasing guidelines.

The financial statements of PERS are prepared using the economic resources measurement focus and accrual basis of accounting. Member and employer contributions are recognized as revenue when due pursuant to legal requirements; investment income is recognized when earned. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan. Expenses are recognized when the corresponding liability is incurred, regardless of when the payment is made. Investments are reported at fair value. Financial statements are prepared in accordance with requirements of the Governmental Accounting Standards Board (GASB). Under these requirements, PERS is considered a component unit of the State of Mississippi for financial reporting purposes and, as such, the financial statements issued by PERS are included in the State of Mississippi's Comprehensive Annual Financial Report. PERS issues a publicly available financial report that includes financial statements and required supplementary information. Supporting actuarial information for the Cost-Sharing Plan is also provided in the GASB Statement No. 68 Report for the PERS prepared as of June 30, 2017. The auditor's opinion on that report, which includes in an accompanying schedule of collective pension amounts as of June 30, 2017 and for the year then ended is also available. PERS also issues a publicly available financial report for the MRS, which includes separate information for the PFDR plan. All such information is available at [www.pers.ms.gov](http://www.pers.ms.gov) or may be obtained by writing to Public Employees Retirement System, PERS Building, 429 Mississippi Street, Jackson, MS 39201-1005 or by calling (601) 359-3589 or 1-800-444- PERS.

## CITY OF HATTIESBURG, MISSISSIPPI

### NOTES TO FINANCIAL STATEMENTS

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YEAR ENDED SEPTEMBER 30, 2017

#### **NOTE 20 - DEFINED BENEFIT PENSION PLANS (Cont.)**

**Cost-Sharing Plan Benefits Provided** - Participating members who are vested and retire at or after age 60 or those who retire regardless of age with at least 30 years of creditable service (25 years of creditable service for employees who became members of the Cost-Sharing Plan before July 1, 2011) are entitled, upon application, to an annual retirement allowance payable monthly for life in an amount equal to 2.0% of their average compensation for each year of creditable service up to and including 30 years (25 years for those who became members of the Cost-Sharing Plan before July 1, 2011), plus 2.5% for each additional year of creditable service with an actuarial reduction in the benefit for each year of creditable service below 30 years or the number of years in age that the member is below 65, whichever is less.

Average compensation is the average of the employee's earnings during the four highest compensated years of creditable service. A member may elect a reduced retirement allowance payable for life with the provision that, after death, a beneficiary receives benefits for life or for a specified number of years. Benefits vest upon completion of eight years of membership service (four years of membership service for those who became members of the Cost-Sharing Plan before July 1, 2007). The Cost-Sharing Plan also provides certain death and disability benefits. In the event of death prior to retirement of any member whose spouse and/or children are not entitled to a retirement allowance, the deceased member's accumulated contributions and interest are paid to the designated beneficiary.

A cost-of-living adjustment payment is made to eligible retirees and beneficiaries equal to 3.0% of the annual retirement allowance for each full fiscal year of retirement up to the year in which the retired member reaches age 60 (55 for those who became members of the Cost-Sharing Plan before July 1, 2011), with 3.0% compounded for each fiscal year thereafter.

**PFDR Plan Benefits Provided** - MRS provides retirement and disability benefits, annual cost-of-living adjustments and death benefits to plan members and beneficiaries. Membership eligibility and benefit provisions are governed by the general laws of the State of Mississippi, as well as local and private legislation enacted by the Mississippi State Legislature. Statutes may only be amended by the Mississippi Legislature. The PFDR retirement allowance is payable under this plan to any member who retires and has completed at least 20 years of creditable service, regardless of age. The retirement benefits are calculated in an amount equal to 50% of the employee's average compensation, plus 1.7% of average compensation for each year of credited service over 20 with an aggregate amount not to exceed 66-2/3%. Annual cost-of-living (COLA) adjustments are made to allowances of all retirees and beneficiaries, as further described below. Disability and death benefits are also provided under the plan. Upon a member's termination for any reason before retirement, that member's accumulated contributions are refunded.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 20 - DEFINED BENEFIT PENSION PLANS (Cont.)**

**Cost-Sharing Plan Contributions** - Employer and member contributions are based on actuarially determined rates that, expressed as percentages of annual covered payroll, are adequate to accumulate sufficient assets to pay benefits when due and are determined through the most recent June 30 annual valuation. Employer contribution rates consist of an amount for service cost; the amount estimated to finance benefits earned by current members during the year; and an amount for amortization of the unfunded actuarial accrued liability. Contribution requirements of PERS members and employers are established by the State of Mississippi Legislature, and at September 30, 2017, PERS members were required to contribute 9% of their annual salary, and employers were required to contribute 15.75% of covered payroll. The City's contributions (employer share only) to PERS for the years ended September 30, 2017, 2016 and 2015 were \$3,707,145, \$3,738,948, and \$3,501,030, respectively, equal to the required contributions each year.

**PFDR Funding Policy** - The PERS System Board of Trustees establishes the funding policy for MRS plans. The funding policy for PFDR provides for periodic employer contributions at actuarially determined rates, expressed as millage rate tax applied to assessed property tax values, and active employee contributions at stated rates. The employee contribution rate as of September 30, 2017, was 10% of covered payroll. Contributions under this funding policy, established beginning in the 2011-2012 fiscal year, will generate an ultimate asset reserve level equal to a reasonable percentage (initially 100% - 150%) of the next year's projected benefit payment. At that point, actuarially determined employer contributions will be set equal to the fiscal year's projected benefit payments and adjusted as necessary to maintain the assets at the established reserve level; however, ultimately the City has the option of determining the contribution rate to set as its certified millage rate. The millage rate set by the City must be at a level that will ensure actuarial soundness of the System.

In developing the annual required contribution shown in the following paragraphs, the normal cost and actuarial accrued liability are determined using the entry age actuarial cost method. Unfunded actuarial accrued liability is being amortized on a closed basis as a level dollar amount over a remaining amortization period of twenty years. The asset valuation method used is a 5-year smoothed market method. The City has the option to set property tax rates to allow for extended contributions beyond 2020 under the funding policy adopted by the PERS Board of Trustees in February 2011. The millage rates certified as of September 30, 2016 under the Pre-2011 and Post-2011 Funding Policy rates are 17.97 mills and 3.08 mills, respectively. The actual tax levy set in 2016 for the pension fund for policemen and firemen for the year ended September 30, 2017 was 3.11 mills.

For the year ended September 30, 2017, contributions totaling \$1,340,135 (\$1,334,659 employer and \$5,476 employee) were made in accordance with contribution requirements determined by an actuarial valuation of the System as of June 30, 2017. The employer's annual required contribution (ARC) was actuarially determined to be \$1,586,000 (consisting of \$-0- normal ARC and \$1,586,000 accrued liability ARC).

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 20 - DEFINED BENEFIT PENSION PLANS (Cont.)**

**Pension Liabilities and Pension Expense** - At September 30, 2017, the City reported a liability of approximately \$75,623,233 for its proportionate share of the collective net pension liability of the Cost-Sharing Plan and the net pension liability allocated to PFDR. The net pension liability (NPL) for both plans was measured as of June 30, 2017, and the total pension liability (TPL) used to calculate the NPL was determined by an actuarial valuation as of June 30, 2017 for the Cost-Sharing Plan and for the PFDR Plan. The NPL recorded as of September 30, 2017, and the pension expense recognized by the City for the year ended September 30, 2017, was as follows:

	<u>Cost - Sharing Plan</u>	<u>PFDR</u>	<u>Total</u>
Net pension liability	<u>\$ 60,775,128</u>	<u>\$ 14,848,105</u>	<u>\$ 75,623,233</u>
Net pension expense	<u>\$ 5,956,556</u>	<u>\$ 1,777,950</u>	<u>\$ 7,734,506</u>

The NPL is the difference between the TPL and the pension plans' fiduciary net position (FNP). The TPL is the present value of the pension benefits that are allocated to current members due to past service by entry age normal actuarial cost method. The TPL includes benefits related to projected salary and service, and automatic cost of living adjustments. The FNP is determined on the same basis as that used by the pension plans. The City's proportion of the collective Cost-Sharing Plan NPL was based on the employers' shares of contributions to the pension plan relative to the total employer contributions of all participating PERS employers. At June 30, 2017 the City's proportion was 0.365585% as compared to its proportion measured at June 30, 2016 of 0.356159%, or an increase of 0.009426%.

**CITY OF HATTIESBURG, MISSISSIPPI**

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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 20 - DEFINED BENEFIT PENSION PLANS (Cont.)**

The change in the NPL for PFDR was as follows:

<u>Year Ended September 30, 2017</u>	<u>Total Pension Liability</u>	<u>Fiduciary Net Position</u>	<u>Net Pension Liability</u>
Service cost	\$ -	\$ -	\$ -
Interest	2,698,813	-	2,698,813
Changes of assumptions	145,391	-	145,391
Difference between expected and actual experience	251,676	-	251,676
Contributions - employer	-	1,346,302	(1,346,302)
Contributions - employee	-	5,383	(5,383)
Net investment income	-	2,778,391	(2,778,391)
Benefit payments, including refunds of employee contributions	(3,394,117)	(3,394,117)	-
Administrative expense	-	(26,926)	26,926
Other changes	-	(16,601)	16,601
Net change	<u>(298,237)</u>	<u>692,432</u>	<u>(990,669)</u>
Net pension liability, beginning of year	<u>36,520,448</u>	<u>20,681,674</u>	<u>15,838,774</u>
Net pension liability, end of year	<u>\$ 36,222,211</u>	<u>\$ 21,374,106</u>	<u>\$ 14,848,105</u>

**Sensitivity to the City's Proportionate Share of the Net Pension Liabilities to Changes in the Discount Rate** - The following table presents the City's net pension liabilities calculated using the discount rate of 7.75%, as well as what the System's net pension liabilities would be if they were calculated using a discount rate that is 1-percentage point lower (6.75%) or 1-percentage point higher (8.75%) than the current rate:

	<u>1% Decrease</u>	<u>Current Rate</u>	<u>1% Increase</u>
Cost-sharing plan net pension liability	\$ 83,736,022	\$ 60,775,128	\$ 50,013,755
PFDR plan net pension liability	\$ 18,033,715	\$ 14,848,105	\$ 12,107,795

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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**NOTE 20 - DEFINED BENEFIT PENSION PLANS (Cont.)**

***Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions -***

The City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<b>September 30, 2017</b>	<b>Cost - Sharing Plan</b>		<b>PFDR</b>
	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>	<b>Deferred Outflows of Resources</b>
Differences between expected and actual experience	\$ 614,051	\$ 311,868	\$ -
Changes of assumptions	949,970	72,830	-
Net difference between projected and actual earnings on investments	-	624,246	563,375
Changes in proportion and differences between employer contributions and proportionate share of contribution	3,431,999	-	-
Employer contributions subsequent to the measurement date	974,967	-	109,247
<b>Total</b>	<b>\$ 5,970,987</b>	<b>\$ 1,008,944</b>	<b>\$ 672,622</b>

Deferred outflows of resources related to the Cost-Sharing Plan and PFDR resulting from City contributions subsequent to June 30, 2017 (the measurement date) were \$974,967 and \$109,247, respectively, and will be recognized as a reduction of the net pension liability in the year ending September 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as an addition to (reduction of) pension expense as follows:

(See Table on Next Page)

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 20 - DEFINED BENEFIT PENSION PLANS (Cont.)**

<u>Year Ending September 30,</u>	<u>Cost - Sharing Plan</u>		<u>PFDR</u>
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Deferred Outflows of Resources</u>
2018	\$ 1,678,321	\$ (318,381)	\$ 312,485
2019	1,678,321	(318,381)	312,485
2020	1,262,970	(216,119)	80,309
2021	376,808	(156,063)	(141,904)
<b>Total</b>	<b>\$ 4,996,420</b>	<b>\$ (1,008,944)</b>	<b>\$ 563,375</b>

Recognition of pension-related deferred inflows and deferred outflows is reflected in changes in unrestricted net position.

**Actuarial Assumptions** - For determining employer contribution rates, the actuary evaluates the assets of the plans based on a five-year smoothed expected return with 20% of a year's excess or shortfall of expected return recognized each year for five years. The TPL was determined using the following actuarial assumptions, applied to all periods included in the measurement:

	<u>Cost - Sharing Plan</u>	<u>PFDR Plan</u>
Inflation	3.00%	3.75%
Investment rate of return (net of plan investment expense and inflation)	7.75%	7.75%
Projected salary increases, including inflation	3.25% - 18.50%	4.00% - 5.50%

The actuarial assumptions used in the Cost-Sharing Plan actuarial valuation were based on the results of an actuarial experience study for the period July 1, 2012 to June 30, 2016. The experience report was dated April 18, 2017.

Mortality rates for the Cost-Sharing Plan were based on the RP-2014 Healthy Annuitant Blue Collar Table projected with mortality improvements based on Scale BB projected to 2022 and set forward one year for males.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 20 - DEFINED BENEFIT PENSION PLANS (Cont.)**

The long-term expected rate of return on Cost-sharing pension plan investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and the assumed rate of inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target asset allocation and best estimates of geometric real rates of return for each major asset class in the Cost-Sharing Plan are as follows:

<u>Investment Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Rate of Return</u>
U.S. Broad	27.00%	4.60%
International equity	18.00%	4.50%
Emerging markets equity	4.00%	4.75%
Global	12.00%	4.75%
Fixed income	18.00%	0.75%
Real estate	10.00%	3.50%
Private equity	8.00%	5.10%
Emerging debt	2.00%	2.25%
Cash	1.00%	0.00%
<b>Total</b>	<u>100.00%</u>	

**Discount Rate** - The discount rate used to measure the total pension liability was 7.75% for both pension plans. The projection of cash flows used to determine the discount rate for the Cost-Sharing Plan assumed that plan member contributions will be made at the current contribution rate (9.00%) and that the employer contributions will be made at the current employer contribution rate (15.75%). Based on those assumptions, components of the pension plans' fiduciary net position were projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the TPL.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS  
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YEAR ENDED SEPTEMBER 30, 2017**

**NOTE 21 - DISCRETELY PRESENTED COMPONENT UNIT**

Capital asset activity for the Hattiesburg Convention Commission (Commission) for the year ended September 30, 2017 was as follows:

	<b>Beginning Balances</b>	<b>Additions</b>	<b>Retirements</b>	<b>Ending Balances</b>
<b>Governmental activities:</b>				
Capital assets not being depreciated:				
Land	\$ 1,315,877	\$ 3,436	\$ -	\$ 1,319,313
Construction in progress - Eureka	2,668,225	1,128,590	-	3,796,815
Construction in progress - Saenger Theater	-	24,705	-	24,705
Construction in progress - Zoo projects	-	43,719	-	43,719
Construction in progress - Osceola McCarty House Museum	-	55,910	-	55,910
Total capital assets not being depreciated	<u>3,984,102</u>	<u>1,256,360</u>	<u>-</u>	<u>5,240,462</u>
Capital assets being depreciated:				
Buildings, parking lot, etc.	18,133,585	-	-	18,133,585
Furniture and fixtures	474,945	-	-	474,945
Equipment and vehicles	1,596,199	24,733	(24,733)	1,596,199
Assets acquired under capital lease	34,737	-	-	34,737
Total capital assets being depreciated	<u>20,239,466</u>	<u>24,733</u>	<u>(24,733)</u>	<u>20,239,466</u>
Less accumulated depreciation for:				
Buildings, parking lot, etc.	7,296,468	406,890	-	7,703,358
Furniture and fixtures	434,266	1,574	-	435,840
Equipment and vehicles	1,487,622	19,586	-	1,507,208
Assets acquired under capital lease	34,737	-	-	34,737
Total accumulated depreciated	<u>9,253,093</u>	<u>428,050</u>	<u>-</u>	<u>9,681,143</u>
Total capital assets being depreciated, net	<u>10,986,373</u>	<u>(403,317)</u>	<u>(24,733)</u>	<u>10,558,323</u>
<b>Governmental activity capital assets, net</b>	<u><u>\$ 14,970,475</u></u>	<u><u>\$ 853,043</u></u>	<u><u>\$ (24,733)</u></u>	<u><u>\$ 15,798,785</u></u>

## CITY OF HATTIESBURG, MISSISSIPPI

### NOTES TO FINANCIAL STATEMENTS

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YEAR ENDED SEPTEMBER 30, 2017

#### ***NOTE 21 - DISCRETELY PRESENTED COMPONENT UNIT (Cont.)***

The City entered into a contract with the Commission and the Hattiesburg Tourism Commission during fiscal year 2010 for the management of the Hattiesburg Zoo at Kamper Park. In May 2012, a new agreement was entered into with the Commission that allowed for the Commission to accept full financial responsibility for any subsidy requirement necessary for operations of the Hattiesburg Zoo, thus ending the monthly management fee as contained in the original contract. Six months prior to the end date of the contract (September 30, 2020), all parties agree to review the financial status of the Zoo operations to consider whether any revisions to the financial plan are necessary.

During the year ended September 30, 2017, the Commission contracted for certain capital projects. The Commission transferred completed construction projects totaling \$24,733 to the City, which are reflected in capital assets of the City as of September 30, 2017.

#### ***NOTE 22 - SUBSEQUENT EVENTS***

Management has evaluated subsequent events after the financial statement date of September 30, 2017 through November 15, 2018, which is the date the financial statements were available to be issued. Significant subsequent events are described below.

#### ***Commitments for Additional Debt***

In August 2018, the City approved the defeasance of the Taxable General Obligation Bonds, Series 2010 in the amount of \$2,560,000.

In April 2018, the City approved an Interlocal Cooperation Agreement with Forrest County in connection with the Hardy Street South Project. In September 2015, the City approved a Development Agreement that included the issuance of limited obligation tax increment financing (TIF) bonds in an amount not to exceed \$1,000,000 for a term of up to 20 years for this project. These TIF bonds have not yet been issued.

In October 2018, the City adopted the intent resolution for the issuance of general obligation bonds to be sold by the Mississippi Development Authority of the State of Mississippi in an aggregate amount not to exceed \$45,000,000. These bonds are to be used to provide funding for various infrastructure projects, municipal building and improvement projects, and other purposes authorized under Mississippi Code Ann. Sections 21-33-301 et seq. and Sections 31-25-1 et seq.

**CITY OF HATTIESBURG, MISSISSIPPI**

**NOTES TO FINANCIAL STATEMENTS**

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**YEAR ENDED SEPTEMBER 30, 2017**

***NOTE 22 - SUBSEQUENT EVENTS (Cont.)***

***Annexation***

The City is in the process of expanding its corporate limits through the process of annexation which, pursuant to State law, requires Chancery Court ratification of the City's adopted ordinance. In conjunction with its annexation activities, the City is party to various litigation with Lamar County, the City of Petal, and Bellevue incorporators. The outcome of these cases and effects on annexation endeavors is not determinable due to the early stages of the matters.

***Ad Valorem Tax Exemption***

The City was named as a defendant, along with Forrest County, in an action by Kohler Co. seeking significant tax exemptions beyond the ten-year exemptions permitted by statute. The case is in its early stages and therefore no probability of outcome can be predicted.

***Matters Related to Funding***

Subsequent to September 30, 2017, certain Federal and State grant reimbursements were delayed because of delinquency in submission of the City's annual financial reports. In addition, the City's credit rating was suspended in November 2016.

***SUPPLEMENTARY INFORMATION***

**CITY OF HATTIESBURG, MISSISSIPPI**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**YEAR ENDED SEPTEMBER 30, 2017**

<u>Federal Grantor/Pass-Through Grantor/Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Pass-Through Entity Identifying Number</u>	<u>Federal Expenditures</u>
<b><i>U.S. Department of Housing and Urban Development</i></b>			
Pass-Through Programs From:			
Governor's Department of Housing and Urban Development			
<i>CDBG Entitlement Grants - Cluster:</i>			
Community Development Block Grants/Entitlement Grants	14.218	MC-28-0006	\$ 263,707
Community Development Block Grants/Entitlement Grants	14.218	B15-MC-28-0006	65,685
Community Development Block Grants/Entitlement Grants	14.218	B16-MC-28-0006	187,400
<i>Total - CDBG Entitlement Grants Cluster</i>			<u>516,792</u>
HOME Investment Partnerships Program	14.239	MC-28-0201	72,941
HOME Investment Partnerships Program	14.239	M15-MC-28-0201	134,689
HOME Investment Partnerships Program	14.239	M16-MC-28-0201	13,878
			<u>221,508</u>
Total U.S. Department of Housing and Urban Development Pass-Through Programs			<u>738,300</u>
<b><i>U.S. Department of Justice</i></b>			
Pass-Through Programs From:			
Office of Justice Programs			
OVW Technical Assistance Initiative	16.526	15-WF-AX-0028	15,218
OVW Technical Assistance Initiative	16.526	STOP-2016-078	5,959
			<u>21,177</u>
Bulletproof Vest Partnership Program	16.607	2015 Award	11,929
Bulletproof Vest Partnership Program	16.607	2016 Award	6,219
			<u>18,148</u>
Edward Byrne Memorial Justice Assistance Grant Program	16.738	2015-DJ-BX-0829	17,435
Criminal and Juvenile Justice and Mental Health Collaboration Program - Jail Diversion Project Grant	16.745	2014-MO-BX-0030	58,641
Total U.S. Department of Justice Pass-Through Programs			<u>115,401</u>

The accompanying notes are an integral part of this schedule.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED SEPTEMBER 30, 2017**

<u>Federal Grantor/Pass-Through Grantor/Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Pass-Through Entity Identifying Number</u>	<u>Federal Expenditures</u>
<b><i>U.S. Department of Transportation</i></b>			
Federal Aviation Administration			
Airport Improvement Program	20.106	3-28-0031-0020-2013	\$ 1,033
Airport Improvement Program	20.106	3-28-0031-0023-2016	34,120
Airport Improvement Program	20.106	3-28-0031-0024-2017	507,771
Total - Federal Aviation Administration Direct Programs			<u>542,924</u>
Federal Transit Administration			
<i>Federal Transit Cluster:</i>			
Mass Transit Capital	20.507	MS-90-X086	216,700
Mass Transit Capital	20.507	MS-90-X090	40,134
Mass Transit - JARC	20.507	MS-90-X093	31,870
Mass Transit - Capital	20.507	MS-90-X095	88,176
Mass Transit Operating	20.507	MS-90-4095	399,306
Mass Transit Preventative	20.507	MS-90-0095	154,842
Mass Transit Preventative	20.507	MS-90-0102	25,715
Total - Federal Transit Formula Grants			<u>956,743</u>
Total - <i>Federal Transit Cluster</i>			<u>956,743</u>
Total U.S. Department of Transportation Direct Programs			<u>1,499,667</u>
Federal Highway Administration			
Pass-Through Programs From:			
Mississippi Department of Transportation			
<i>Highway Planning and Construction Cluster:</i>			
Metropolitan Planning Organization	20.205	107326-101000	203,721
Fourth Street Improvements Phase II	20.205	HPP-7194-00(003)/105845/801000	5,459
Long Leaf Trace Phase III	20.205	HPP-0210-00(015) LPA/105214-801000	179,466
Tuscan Avenue Sidewalk Project	20.205	STP-7197-00(002) LPA/106879-701000	240,699
Safe Routes to School - Hawkins	20.205	SRSP-7207-00(004) LPA/106877-104000	163,187
Transportation Enhancement - Various Streets, Landscape, and Pedestrian Improvements	20.205	STP-0018-00(029)/106346-701000	71,907
Western Beltway Phase II	20.205	STPD-8776-00(004)LPA/105844/812000	118,029
Total - <i>Highway Planning and Construction Cluster</i>			<u>982,468</u>

The accompanying notes are an integral part of this schedule.

CITY OF HATTIESBURG, MISSISSIPPI

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED SEPTEMBER 30, 2017

<u>Federal Grantor/Pass-Through Grantor/Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Pass-Through Entity Identifying Number</u>	<u>Federal Expenditures</u>
<b><i>U.S. Department of Transportation (Cont.)</i></b>			
National Highway Traffic Safety Administration			
Pass-Through Programs From:			
Mississippi Department of Public Safety - Office of Highway Safety 402 Police Traffic Services	20.600	PT-2017-PT21-51	<u>\$ 9,650</u>
Alcohol Open Container Requirements	20.607	154AL-2017-ST-21-51	<u>41,204</u>
Total U.S. Department of Transportation Pass-Through Programs			<u>1,033,322</u>
<b><i>U.S. Department of Health and Human Services</i></b>			
Pass-Through Program From:			
Mississippi Bureau of Narcotics HIDTA-High Intensity Drug Trafficking Areas Program	95.001	G16GC0003A	<u>7,817</u>
			<u>7,817</u>
Total U.S. Department of Health and Human Services Pass-Through Programs			<u>7,817</u>
<b><i>U.S. Department of Homeland Security</i></b>			
Pass-Through Programs From:			
Mississippi Emergency Management Agency Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036	FEMA-4295-DR-MS	<u>3,464,989</u>
Total U.S. Department of Homeland Security Pass-Through Programs			<u>3,464,989</u>
<b><i>Total Expenditures of Federal Awards</i></b>			<u>\$ 6,859,496</u>

The accompanying notes are an integral part of this schedule.

**CITY OF HATTIESBURG**

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED SEPTEMBER 30, 2017**

***NOTE 1 - BASIS OF PRESENTATION***

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant expenditure activity of the City of Hattiesburg under programs of the federal government for the year ended September 30, 2017. Because the Schedule presents only a selected portion of the operations of the City of Hattiesburg, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the City of Hattiesburg.

***NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES***

***Expenditures***

Expenditures on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

***Pass-Through Entity Identifying Numbers***

Pass-through entity identifying numbers are presented when available.

***NOTE 3 - PAYMENTS MADE TO SUBRECIPIENTS***

Federal funds provided to subrecipients from the Community Development Block Grants/State's Program and from the Home Investment Partnerships Program during the year ended September 30, 2017 totaled \$141,447 and \$56,625, respectively.

***NOTE 4 - DE MINIMIS COST RATE***

The City elected not to recover indirect costs for federal programs using the 10% de minimis cost rate allowed by the Uniform Guidance in Section 414.



Schedule 2

**INDEPENDENT AUDITOR'S 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**

To the Honorable Mayor and Members of the City Council  
City of Hattiesburg, Mississippi

We have audited, in accordance with the 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, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Hattiesburg, Mississippi, as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the City of Hattiesburg, Mississippi's basic financial statements, and have issued our report thereon dated November 15, 2018.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Hattiesburg, Mississippi'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Hattiesburg, Mississippi's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Hattiesburg, Mississippi's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and questioned costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

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To the Honorable Mayor and Members of the City Council  
City of Hattiesburg, Mississippi

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 entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying schedule of findings and questioned costs as items 2017-001 through 2017-012, 2017-014, and 2017-015 to be material weaknesses.

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. We consider the deficiency as described in the accompanying schedule of findings and questioned costs as item 2017-013 to be a significant deficiency.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Hattiesburg, Mississippi'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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as items 2017-010 through 2017-015.

### **City of Hattiesburg's Response to Findings**

The City of Hattiesburg, Mississippi's response to the findings identified in our audit is described in Appendix A to the accompanying schedule of findings and questioned costs. The City of Hattiesburg, Mississippi's response was not subjected to the auditing procedures applied in the audit of the financial statements 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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

  
Hattiesburg, Mississippi  
November 15, 2018



Schedule 3

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR  
EACH MAJOR PROGRAM AND ON INTERNAL CONTROL  
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the Honorable Mayor and Members of the City Council  
City of Hattiesburg, Mississippi

**Report on Compliance for Each Major Federal Program**

We have audited the City of Hattiesburg, Mississippi's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City of Hattiesburg, Mississippi's major federal programs for the year ended September 30, 2017. The City of Hattiesburg, Mississippi's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and terms and conditions of federal awards applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the City of Hattiesburg, Mississippi's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City of Hattiesburg, Mississippi's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

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To the Honorable Mayor and Members of the City Council  
City of Hattiesburg, Mississippi

We believe that our audit provides a reasonable basis for our qualified opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the City of Hattiesburg, Mississippi's compliance.

#### **Basis for Qualified Opinion on the Highway Planning and Construction Program**

As described in the accompanying schedule of findings and questioned costs, the City of Hattiesburg, Mississippi did not comply with requirements regarding CFDA 20.205 Highway Planning and Construction Program as described in Finding 2017-010 for Procurement and Suspension and Debarment. Compliance with such requirement is necessary, in our opinion, for the City of Hattiesburg, Mississippi to comply with the requirements applicable to that program.

#### **Qualified Opinion on the Highway Planning and Construction Program**

In our opinion, except for the noncompliance described in the Basis for Qualified Opinion paragraph, the City of Hattiesburg, Mississippi complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the Highway Planning and Construction Program for the year ended September 30, 2017.

#### **Basis for Qualified Opinion on the Disaster Grants-Public Assistance Program**

As described in the accompanying schedule of findings and questioned costs, the City of Hattiesburg, Mississippi did not comply with requirements regarding CFDA 97.036 Disaster Grants – Public Assistance Program as described in Finding 2017-015 for Reporting. Compliance with such requirement is necessary, in our opinion, for the City of Hattiesburg, Mississippi to comply with the requirements applicable to that program.

#### **Qualified Opinion on the Disaster Grants-Public Assistance Program**

In our opinion, except for the noncompliance described in the Basis for Qualified Opinion paragraph, the City of Hattiesburg, Mississippi complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the Highway Planning and Construction Program for the year ended September 30, 2017.

#### **Unmodified Opinion on the Community Development Block Grants/Entitlement Grants Program**

In our opinion, the City of Hattiesburg, Mississippi complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on the Community Development Block Grants/Entitlement Grants Program identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs for the year ended September 30, 2017.

To the Honorable Mayor and Members of the City Council  
City of Hattiesburg, Mississippi

### **Other Matters**

The results of our auditing procedures disclosed other instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as Findings 2017-011 through 2017-014. Our opinion on each major federal program is not modified with respect to these matters.

The City of Hattiesburg Mississippi's response to the noncompliance findings identified in our audit is described in Appendix A to the accompanying schedule of findings and questioned costs. The City of Hattiesburg, Mississippi's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

### **Report on Internal Control over Compliance**

Management of the City of Hattiesburg, Mississippi is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City of Hattiesburg, Mississippi's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Hattiesburg, Mississippi's internal control over compliance.

Our consideration of internal control over compliance was for the limited purposes described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as discussed below, we identified certain deficiencies in internal control over compliance that we consider to be material weaknesses and significant deficiencies.

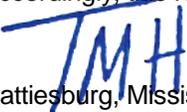
*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies in internal control over compliance described in the accompanying schedule of findings and questioned costs as Findings 2017-010 through 2017-012, 2017-014, and 2017-015 to be material weaknesses.

To the Honorable Mayor and Members of the City Council  
City of Hattiesburg, Mississippi

*A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as Finding 2017-013 to be a significant deficiency.

The City of Hattiesburg, Mississippi's response to the internal control over compliance findings identified in our audit is described in Appendix A to the accompanying schedule of findings and questioned costs. The City of Hattiesburg, Mississippi's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

  
Hattiesburg, Mississippi  
November 15, 2018

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section I - Summary of Auditor's Results***

**Financial Statements**

Type of auditor's report issued on the financial statements:

<u>Opinion Unit</u>	<u>Opinion</u>
Governmental Activities	Unmodified
Business-type Activities	Unmodified
Discretely Presented Component Unit	Unmodified
General Fund	Unmodified
Aggregate Remaining Governmental Funds	Unmodified
Combined Water and Sewer System	Unmodified

Internal control over financial reporting:

Material weakness identified?	Yes
Significant deficiency identified not considered to be a material weakness?	Yes
Noncompliance material to financial statements noted?	Yes

**Federal Awards**

Internal control over the major federal program:

Material weaknesses identified?	Yes
Significant deficiencies identified?	Yes

Type of auditor's report issued on compliance for the major program:

Community Development Block Grants/Entitlement Grants	Unmodified
Highway Planning and Construction	Qualified
Disaster Grants – Public Assistance (Presidentially Declared Disasters)	Qualified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

Yes

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

**Section I - Summary of Auditor's Results (Cont.)**

Identification of the major federal program:

<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>
14.218	Community Development Block Grants/Entitlement Grants
20.205	Highway Planning and Construction
97.036	Disaster Grants – Public Assistance (Presidentially Declared Disasters)

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? No

**Section II - Financial Statement Findings**

**Finding:**

Finding # 2017-001 Entity-Level Control Environment and Risk Assessment Processes

Finding Type: Material Weakness

**Criteria** - The Committee of Sponsoring Organizations of the Treadway Commission (COSO) model has been adopted as the generally accepted framework for evaluating internal controls framework, organizational structure, assignment of authority and responsibility, estimating the potential significance of risks relevant to achievement of financial reporting objectives, and responding to such risks represent elements of entity-level internal controls.

**Condition** - The City did not timely initiate or make substantial progress in implementation of corrective actions in response to material weaknesses and significant deficiencies in internal control identified in its financial statement audit for the year ended September 30, 2015.

**Context** - The City has previously developed a comprehensive plan in response to certain material entity-level control weaknesses related to financial reporting, but the City had not yet implemented corrective actions during fiscal year 2016.

**Cause** - The City's organizational structure, depth of resources of personnel with suitable knowledge and skill in financial reporting, and process for evaluating and addressing risks related to financial reporting result in entity-level control weaknesses.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-001      Entity-Level Control Environment and Risk Assessment Processes  
(Cont.)

***Effect*** - Previously identified material weaknesses and significant deficiencies in internal control, along with other deficiencies, continued unmitigated in fiscal year 2017.

***Identification of Repeat Finding*** 2016-001

***Recommendation*** - The Administration should take steps to implement corrective actions for identified material weaknesses and significant deficiencies in internal controls and assess its overall control environment and risk assessment processes.

***Views of Responsible Officials*** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding # 2017-002      Entity-Level Information, Communication and Monitoring

Finding Type:              Material weakness

***Criteria*** - The City must maintain effective internal accounting procedures over information, communication, and monitoring functions that relate to financial reporting and legal compliance.

***Condition*** - The City's financial reporting system and monitoring processes lack sufficient depth and structure to ensure that all relevant information is timely identified, communicated to appropriate financial and accounting personnel, assessed for financial reporting impact, and assimilated into the financial reporting process.

***Context*** - The City's centralized accounting system does not have a structured and cohesive process to obtain, maintain, and analyze data from varied sources as part of its information management and financial reporting system or to communicate and educate departmental personnel regarding criteria and responsibilities for conveyance of information.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-002      Entity-Level Information, Communication and Monitoring (Cont.)

**Cause** - The City's entity-wide controls and procedures do not effectively ensure that all relevant information is timely incorporated into the financial reporting process. In addition, lines of authority and responsibility under the City's organizational structure are incompatible with the structure of its financial reporting process. Further, the City has experienced significant turnover of management personnel in recent years. Staff turnover has caused loss of knowledge base, including familiarity with informal and undocumented procedures performed in prior years.

**Effect** - Deficiencies in information and communication processes cause delays in completion of the annual financial reporting process thus limiting the City's ability to meet legal, regulatory, and contractual deadlines for submission of annual financial statements.

***Identification of Repeat Finding*** 2016-002

**Recommendation** - The City should immediately develop and implement procedures to enhance its process for timely identifying, maintaining, conveying, and reporting information relevant to financial reporting. Procedures should be formally documented and incorporated into the financial reporting process on an ongoing basis, and personnel responsible for financial reporting monitoring and oversight should have appropriate levels of authority in order to enforce accountability of personnel responsible for accumulating, maintaining, and communicating data.

**Views of Responsible Officials** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding # 2017-003      Timeliness of Financial Reporting

Finding Type:              Material Weakness

**Criteria** - Title 2 U.S. Code of Federal Regulations (CFR) Part 200 *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), Mississippi law, and terms of various bonds, grants, contracts, and agreements impose financial reporting requirements and deadlines for submission by the City of annual financial statements presented in accordance with U.S. generally accepted accounting principles.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-003      Timeliness of Financial Reporting (Cont.)

**Condition** - During the year ended September 30, 2017, the City failed to meet financial reporting deadlines for its financial statements for the fiscal year ended September 30, 2016. Also, the city failed to meet financial reporting deadlines for submitting its financial statements for the year ended September 30, 2017.

**Context** - The City did not complete its financial reporting process before financial reporting deadlines had passed.

**Cause** - The financial reporting system of the City was not adequate for timely production of financial statements. See also Finding 2017-004.

**Effect** - Failure to maintain compliance with financial reporting requirements and deadlines exposes the City to risk of delay or curtailment of funding. Costs of funds may also increase because of liquidity drains or noncompliance with reporting requirements.

**Identification of Repeat Finding** 2016-003

**Recommendation** - The City should implement procedures that will allow for timely financial reporting in accordance with all applicable reporting deadlines.

**Views of Responsible Officials** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding # 2017-004      Financial Statement Adjustment, Close, and Disclosure

Finding Type:              Material weakness

**Criteria** - The City's internal accounting controls, including year-end procedures, should be sufficient to ensure that amounts are properly classified, that accounts are properly valued, and that pertinent rights and obligations are properly reflected in the financial statements in accordance with U.S. generally accepted accounting principles.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-004      Financial Statement Adjustment, Close, and Disclosure (Cont.)

**Condition** - The City does not routinely maintain data necessary to prepare required conversions from its cash basis accounting records to the modified accrual and/or accrual bases of accounting required for financial reporting purposes. Additionally, City's accounting system does not consistently ensure proper cut-off and valuation or completeness of transactions and balances at year-end for reporting purposes.

**Context** - The City's financial reporting system centers on its budgetary cash basis accounting processes and this typically requires extensive manual processes after the end of the fiscal year for financial reporting purposes. These year-end processes have become increasingly difficult due to the complexity of governmental financial reporting requirements. In particular, the City does not routinely capture and maintain data necessary for conversion of cash basis to appropriate fund and accrual basis financial presentation or for preparation of necessary disclosures and supplementary information reported in its financial statements. Further, the City does not routinely perform valuation assessments, such as estimates of impairment of carrying value of its long-term assets or estimates of net realizable values of receivables, in order to determine whether financial statement adjustments are appropriate.

**Cause** - The City's reliance on its budgetary cash basis general ledger system and year-end conversion processes to provide financial reporting information does not allow for the timely preparation of its basic financial statements along with the necessary disclosures and supplemental schedules.

**Effect** - The City cannot readily prepare conversion adjustments required for financial reporting purposes and cannot readily produce necessary disclosures and supplemental schedules and increases the risk of omission of information which should be reported under U.S. generally accepted accounting principles.

***Identification of Repeat Finding*** 2016-004

**Recommendation** - The City should develop a plan to address deficiencies in its financial statement adjustment, close, and disclosure processes.

**Views of Responsible Officials** - The City's Corrective Action Plan is presented on Appendix A.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

**Finding:**

Finding # 2017-005      Municipal Court Fines

Finding Type:            Material weakness

**Criteria** - Internal accounting controls should be sufficient to ensure that recorded Municipal Court fines and related accounts receivable and assessments payable balances are complete, accurate, properly valued, and reported in the proper period. In addition, State law requires maintenance of permanent Court dockets and minute records, as well as an accounts receivable system which is reconciled monthly and periodically aged and analyzed.

**Condition** - The City lacks sufficient internal controls over Municipal Court fines to ensure that all amounts are properly recorded, that only authorized transactions are accurately recorded in the proper period, that gross balances outstanding represent valid underlying amounts, that State assessments are properly applied, that nonmonetary credits and adjustments are properly authorized and recorded, and that estimates of net realizable value take into account collection activity, nonmonetary credits and other pertinent data. City procedures related to Municipal Court fines are not adequate to achieve compliance with requirements of Mississippi law or to ensure integrity of recorded amounts.

The City does not exercise appropriate oversight of the Municipal Court accounting process. Case management activities, including both manual procedures and software application processes, are not adequate to ensure completeness or accuracy of data or to assure that errors and irregularities are prevented or detected and corrected on a timely basis. In addition, system-generated reports are not adequate to support reconciliation and roll-forward of case balances or to facilitate effective review. Periodic analyses are neither prepared nor reported to management for review, and the City lacks formal procedures and methodology to support its estimated net realizable value of outstanding fines.

**Context** - The Municipal Court department is responsible for maintaining detail case data, including original estimated fines, adjusted fines as legally imposed, payments and nonmonetary credits applied against fines, mandated State assessments, and various data related to each citation and offense. The City utilizes specialized peripheral software systems to record and maintain case information and related activity.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-005      Municipal Court Fines (Cont.)

Amounts of fines receivable and State assessments payable for each case are maintained in the separate peripheral system but are not recorded in the City's general ledger system. Instead, the general ledger reflects only daily cash receipt amounts, summarized by account, and detail of expenditures, which consist primarily of payments of State assessments. Recorded cash receipts and disbursements are the only information routinely reported to or reviewed by management. However, since the cash basis excludes amounts of fines imposed, related State assessment obligations, adjustments to case amounts, nonmonetary credits, and balances outstanding, it is insufficient to allow effective monitoring of case balances or activity related to fines.

Receivables and payables are recognized only for annual financial reporting purposes and are not reconciled or reviewed periodically. Year-end recognition of these balances, net of the allowance for uncollectible accounts, is based upon retrospective review of data available after fiscal year-end.

Subsidiary software does not effectively maintain accounting period cut-off data and there are system design and limitations that result in the reports that do not accurately reflect accounting period cut-off since records do not consistently or effectively capture dates upon which case fines legally attach or base balance calculations on dates of underlying transactions. This lack of proper accounting period information also distorts the aging analyses of outstanding balances that are required by law and are essential support for estimating collectability.

The City did not timely or effectively monitor data recorded into the subsidiary system or reports generated therefrom to ensure completeness, accuracy, or agreement to underlying records. Further, access to subsidiary computer system functions was not effectively restricted, and personnel duties were not adequately segregated to ensure that employees could not commit and conceal errors or irregularities. No procedures are routinely performed to monitor accuracy or completeness of cases initially recorded into the subsidiary records maintained in specialized application software or to reconcile or monitor recorded activity in those cases. The City did not prepare analyses or reconciliations of nonmonetary credits applied against fines for jail time served, community service, or house arrest, and other account adjustments were not monitored or reconciled.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-005      Municipal Court Fines (Cont.)

**Cause** - The City has not established appropriate procedures for accounting for Municipal Court fines in accordance with U.S. generally accepted accounting principles or to comply with Mississippi law. City personnel responsible for Municipal Court accounting and case management lack sufficient skill, knowledge, and expertise to administer the process and lack an understanding of basic requirements for accounting for Court fines in accordance with U.S. generally accepted accounting principles and Mississippi law.

The City has not established and enforced effective segregation of duties for case management processes, including limiting access to information technology system functions, and the current application software used for case management and accounting is not adequate to meet requirements of State law or to produce sufficient financial reports. The City did not prepare interim or annual reconciliations or analyses of Municipal Court fines receivable or related assessments payable, compare recorded fines to underlying Court documents, or maintain an effective audit trail of account adjustments for the year ended September 30, 2017.

**Effect** - The City's systems and procedures for accounting for Municipal Court fines do not achieve effective control over completeness, accuracy, or cut-off of recorded amounts and do not meet applicable requirements of State law. Data deficiencies, system limitations, absence of effective procedures, and lack of effective oversight impede the City's ability to properly account for its fines revenues and assess collectability of its related receivable balances and State assessment obligations.

***Identification of Repeat Finding*** 2016-005

**Recommendation** - The City should develop a comprehensive plan for addressing deficiencies in its Municipal Court accounting systems and procedures that allows for daily verification of case data entry and daily roll-forward of balances in fines and assessments. The City should also develop procedures to capture dates of legal attachment for all fines, as well as procedures to monitor that such data is timely and properly maintained. Additionally, the City should prepare, reconcile, review, and retain monthly case detail and summary reports, including account aging reports that are reported to appropriate City management for review and approval.

**Views of Responsible Officials** - The City's Corrective Action Plan is presented on Appendix A.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

**Finding:**

Finding # 2017-006      Water and Sewer Customer Accounts Receivable

Finding Type:              Material weakness

**Criteria** - Internal accounting controls should be sufficient to ensure that recorded Water and Sewer System customer accounts receivable are complete, accurate, properly valued, and reported in the proper period.

**Condition** - The City's internal controls for recording and reconciling Water and Sewer customer account balances outstanding are not sufficient to ensure that account balances are accurate and does not allow for the proper evaluation of collectability. The City does not routinely perform reconciliations or analyses of customer receivable detail records. Additionally, aged receivable reports do not segregate finance charges from service fees, thereby distorting brackets and limiting effectiveness for monitoring propriety of service cut-off and assessing overall collectability. The City is also unable to produce reliable reports of subsequent collections on year-end outstanding balances for proper assessment of collectability and has no formal documentation of methodology or calculations supporting its estimated allowance for doubtful accounts.

**Context** - The City utilizes a separate module of its general ledger accounting software for its Water and Sewer billing functions that does not include an interface with the City's general ledger accounting system, and the City does not routinely review, reconcile, or analyze aggregate Water and Sewer customer account receivables.

**Cause** - While the City routinely processes and reviews billing route reports and reports of unpaid accounts subject to service cut-off, City procedures do not require periodic generation, reconciliation, and retention of detail accounts receivable and activity reports.

**Effect** - Without timely reconciliations and proper aging of its customer account balances and related activity, the City cannot readily determine net realizable value of outstanding Water and Sewer customer accounts receivable at fiscal year-end. This lack of timely review and reconciliation of subsidiary account balances could allow significant errors to go undetected.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-006      Water and Sewer Customer Accounts Receivable (Cont.)

***Identification of Repeat Finding*** 2016-006

***Recommendation*** - The City should implement procedures to routinely prepare and reconcile Water and Sewer customer accounts receivable activity and balances at each interim period, and a formal analysis of collectability of outstanding balances should be performed on at least an annual basis in order to estimate the related allowance for doubtful accounts.

***Views of Responsible Officials*** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding # 2017-007      Water and Sewer Billings

Finding Type:              Material weakness

***Criteria*** - Effective internal accounting controls should ensure that recorded transactions pursuant to billings for all Water and Sewer services are complete and accurate.

***Condition*** - The City's internal controls do not include analysis of accounting data in conjunction with the Water and Sewer volumes that are processed and billed. The City also does not formally document, reconcile, or monitor adjustments to customer billings to ensure propriety and accuracy.

***Context*** - The City was unable to explain increases in unaccounted for water volume or to readily provide amounts attributable to usage by City facilities.

***Cause*** - Certain City facilities are not metered for Water and Sewer volume, and no periodic review of volumes not billed, also known as "unaccounted for" volumes, is performed.

***Effect*** - As a result of ineffective control procedures, there is a risk that the City could fail to detect Water and Sewer usage at unmetered locations or significant leaks in City infrastructure. Unmetered usage would not be routinely billed by the City, resulting in failure to realize related revenues.

***Identification of Repeat Finding*** 2016-007

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-007      Water and Sewer Billings (Cont.)

***Recommendation*** - We recommend that the City install meters at all City facilities to monitor Water and Sewer system internal usage. In addition, we recommend that the City generate periodic reports of volumes used in order to monitor economic resources and system usage to facilitate effective management of "unaccounted for" volumes.

***Views of Responsible Officials*** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding # 2017-008      Water and Sewer Customer Meter Deposits

Finding Type:              Material Weakness

***Criteria*** - Effective internal accounting controls should ensure that recorded liabilities for customer meter deposits accurately reflect detail balances and that activity in such accounts is properly recorded and reported.

***Condition*** - The City's liability for customer meter deposits does not agree to its customer detail records, and no effective reconciliation has been performed. Additionally, meter deposits applied against customer account balances are not timely reconciled.

***Context*** - The City does not routinely generate, reconcile, or review reports of Water & Sewer System customer meter deposit balances. Additionally, meter deposit rates vary by nature of customer and meter, and rates change from time to time pursuant to City Council action. However, the City has no effective procedures to ensure that amounts reflected in subsidiary account detail are reasonable.

***Cause*** - The City's procedures for reviewing customer meter deposit balances are not adequate to ensure that recorded amounts are reasonable and consistent with established rates. In addition, reconciliations of balances and periodic activity are not routinely performed.

***Effect*** - The City has been unable to ascertain the cumulative amount of unrecorded applied meter deposits or to identify the nature and amounts of other errors.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-008      Water and Sewer Customer Meter Deposits (Cont.)

***Identification of Repeat Finding*** 2016-008

***Recommendation*** - The City should perform a review of its subsidiary records of customer meter deposits, and any errors that are identified should be corrected. The City should also implement procedures to routinely prepare and reconcile customer meter deposit activity and balances.

***Views of Responsible Officials*** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding # 2017-009      Capital Assets

Finding Type:              Material weakness

***Criteria*** - Internal controls over capital assets should be sufficient to ensure that assets are properly recorded, depreciated, assessed for impairment, and reported. Detail subsidiary ledgers should be reconciled on a timely basis, and disposals should be timely recognized and reported. Rights and obligations related to ownership and pledges of capital assets should also be properly reported.

***Condition*** - The City's procedures and controls are not sufficient to ensure that all City-owned assets are properly recorded. Additionally, the City's procedures related to construction projects are not sufficient to ensure that all project costs are identified and captured in the proper period.

***Context*** - Existing accounting procedures do not ensure inclusion of contributed assets received or transfers of infrastructure from developers or other governmental entities, and the City does not routinely reconcile capital outlay expenditures to additions to fixed assets and additional inventoried items. The City does not routinely monitor assets acquired with grants or other restricted funds to ensure that any disposition of those assets is in accordance with terms of agreements and/or regulations and to ensure proper disclosure of commitments relating to those assets. Also, the City does not periodically assess its long-term assets for impairment nor does the City have an adequate system of accounting for its construction project activity.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section II - Financial Statement Findings (Cont.)***

Finding # 2017-009      Capital Assets (Cont.)

**Cause** - The City did not routinely and formally reconcile capital asset subsidiary detail to its financial statements, and the City does not maintain a comprehensive schedule of construction projects sufficient to support financial reporting.

**Effect** - The City's procedures are not adequate to ensure that capital outlay expenditures are reported in the proper period, properly classified as capital expenditure or expense, or that interest is properly capitalized for proprietary fund projects. Detail records are not timely reconciled to detect errors or irregularities, or to ensure that required disclosures are accurate and complete.

The City's deficiencies in procedures related to construction projects and capital assets indicate material weaknesses in internal controls over financial reporting.

***Identification of Repeat Finding*** 2016-009

**Recommendation** - The City should take immediate steps to develop and implement a comprehensive system for accounting for capital assets, including construction projects. Subsidiary records should include adequate descriptions and should be periodically reviewed to identify any assets no longer in service or those with indicated impairment.

**Views of Responsible Officials** - The City's Corrective Action Plan is presented on Appendix A.

***Section III - Federal Awards Findings and Questioned Costs***

**Finding:**

Finding: # 2017-010      Procurement and Suspension and Debarment (I)

Finding Type:              Material Weakness

Program Tested:          CFDA No. 20.205: Highway Planning and Construction

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section III - Federal Awards Findings and Questioned Costs (Cont.)***

Finding: # 2017-010 Procurement and Suspension and Debarment (I) (Cont.)

**Criteria** - According to the Uniform Guidance, Section 200.212 of 2 CFR, Subpart C - Pre-Federal Award Requirements, non-federal entities and contractors are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

**Condition** - The City does not have adequate internal control procedures in place to monitor compliance with the federal debarment and suspension regulations for contracts and subawards.

**Questioned Costs** - Undetermined

**Effect** - The City could contract with parties that have been debarred or suspended by the federal government.

**Cause** - The City has experienced substantial turnover of personnel assigned to perform these procedures and has not monitored compliance with these provisions.

**Identification of Repeat Finding** 2016-010

**Recommendation** - The City should implement procedures to ensure compliance with the debarment and suspension regulations for contracts related to federal programs.

**Views of responsible officials** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding # 2017-011 Federal Expenditure Management (A/B, C, G, H, L)

Finding Type: Material Weakness

Program Tested: CFDA No. 20.205: Highway Planning and Construction

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section III - Federal Awards Findings and Questioned Costs (Cont.)***

Finding # 2017-011      Federal Expenditure Management (A/B, C, G, H, L) (Cont.)

**Criteria** - Section 200.300 of 2 CFR, Subpart D - Post Federal Award Requirements, requires Federal costs to be identified in accordance with cost principles and grant requirements. Financial management systems, including records documenting compliance with Federal statutes, regulations, and the terms and conditions of the Federal award, must be sufficient to permit the preparation of reports required by general and program specific terms and conditions and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the Federal award. The financial management system must provide for identification of the Federal program, CFDA title and number, award identification number and year, name of the Federal agency and any pass-through entity, as well as accurate, current, and complete disclosure of financial results of each Federal award program. Records must adequately identify the source and application of funds for federally-funded activities and must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest, and such information must be supported by source documentation.

**Condition** - Federal and non-Federal expenditures were not readily identifiable from grant records maintained by the City for the year ended September 30, 2017. Costs allowable and not allowable are not specifically identified in financial records or reconciled to reimbursement requests. Category of cost, such as program delivery or administrative cost, is not initially captured upon recording expenditures in the City's financial records, and adjustments to classifications are not timely reconciled to underlying accounts or submitted reimbursement requests. Transaction dates are based on cash payment processing, and payment release dates and service periods for underlying costs are not readily determinable.

**Questioned Costs** - Undetermined

**Context** - The City utilizes fund accounts in its general ledger system to capture, maintain, and report activity related to its grant programs. The City also utilizes peripheral manual and electronic applications in its grant administration process. However, these procedures do not readily provide data necessary to distinguish Federal expenditures from non-Federal costs incurred. Total program cost is not segregated between allowable and unallowable costs, and expenditures of Federal funds are not segregated from costs funded by matching funds or other funds. Further, expenditures are captured solely on a cash basis, and dates of underlying activity are not contemporaneously captured to identify expenditure date for Federal purposes.

SCHEDULE 4  
PAGE 17 OF 22

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section III - Federal Awards Findings and Questioned Costs (Cont.)***

Finding # 2017-011      Federal Expenditure Management (A/B, C, G, H, L) (Cont.)

**Cause** - The City's general ledger system structure lacks complexity necessary to capture all accounting data related to Federal program expenditures, and peripheral systems and procedures are not sufficient to readily fill the gap in that data so that all categories of costs of Federal programs may be readily identified and reported.

**Effect** - The City was unable to readily segregate Federal from non-Federal program expenditures or reconcile reimbursement requests to specific Federal expenditures.

***Identification of Repeat Finding*** 2016-011

**Recommendation** - The City should immediately implement procedures to maintain comprehensive schedules of program expenditures that distinguish Federal and non-Federal expenditures and identify matching funds provided. Reconciliations of Federal expenditures to allowable costs and total program expenditures should be timely performed and monitored. Reimbursement requests should be reconciled to supporting schedules of Federal expenditures, and appropriate cut-off should be established for periodic reporting.

***Views of Responsible Officials*** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding # 2017-012      Non-compliance resulting from deficiencies in financial statement internal control over timeliness of financial reporting (L)

Finding Type:              Material Weakness

Program Tested:          CFDA No. 20.205: Highway Planning and Construction

**Criteria** - According to the Uniform Guidance, 2 CFR 200.501(a), non-Federal entities that expend \$750,000 or more in a year in Federal awards shall have a single or program specific audit conducted for that year in accordance with the provisions of these parts. Guidance on determining Federal awards expended is provided in §.205 and 2 CFR 200.502. The audit package and the data collection form shall be submitted 30 days after receipt of the auditor's report(s), or 9 months after the end of the fiscal year - whichever comes first - pursuant to Uniform Guidance 2 CFR 200.512(a).

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section III - Federal Awards Findings and Questioned Costs (Cont.)***

Finding # 2017-012      Non-compliance resulting from deficiencies in financial statement internal control over timeliness of financial reporting (L) (Cont.)

**Condition** - The City's audit package for the fiscal year ended September 30, 2017 was not timely submitted to the Federal Audit Clearinghouse.

**Questioned Costs** - Undetermined

**Context** - See Financial Statement Finding # 2017-003.

**Cause** - See Financial Statement Finding # 2017-003.

**Effect** - The City did not comply with Federal Single Audit requirements for timely submission of its audit package.

**Identification of Repeat Finding** 2016-012

**Recommendation** - See Financial Statement Finding # 2017-003.

**Views of Responsible Officials** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding # 2017-013      Non-compliance resulting from deficiencies in financial statement internal control over financial statement adjustment close, and disclosure (A/B, C, G, H, L)

Finding Type:              Significant Deficiency/Significant Noncompliance

Program Tested:          CFDA No. 20.205: Highway Planning and Construction

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section III - Federal Awards Findings and Questioned Costs (Cont.)***

Finding # 2017-013      Non-compliance resulting from deficiencies in financial statement internal control over financial statement adjustment close, and disclosure (A/B, C, G, H, L) (Cont.)

**Criteria** - According to the Uniform Guidance, the auditee shall identify, in its accounts, all Federal awards received and expended and the Federal programs under which they were received. Federal program and award identification shall include, as applicable, the CFDA title and number, award number and year, name of the Federal agency, and name of the pass-through entity. The auditee shall also maintain internal control over Federal programs that provides reasonable assurance that the auditee is managing Federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a material effect on each of its Federal programs and prepare appropriate financial statements, including the schedule of expenditures of Federal awards. In addition, Title 2: Grants and Agreements, Part 200 - *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart D - Post Federal Award Requirements section 200.302(b), each non-Federal entity's financial management system must provide accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the appropriate reporting requirements, including distinguishing allowable costs from costs not allowable, direct costs from indirect costs, and Federal expenditures from costs paid to meet match requirements or paid from other non-Federal funds.

**Condition** - The City did not contemporaneously distinguish allowable Federal program costs from ineligible costs, distinguish Federal expenditures from non-Federal expenditures, or specifically identify costs used to meet match and cost-sharing requirements. In addition, the City had no effective processes to ensure that direct and indirect costs were treated consistently among all Federal awards administered by various City departments.

**Questioned Costs** - Undetermined

**Context** - See Financial Statement Finding # 2017-004.

**Cause** - See Financial Statement Finding # 2017-004.

**Effect** - The City could not readily produce schedules of its Federal program costs, obligated funds, or funds receivable. Further, the City could not reconcile obligated, expended, received, and available Federal funds to its accounting records.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section III - Federal Awards Findings and Questioned Costs (Cont.)***

Finding # 2017-013      Non-compliance resulting from deficiencies in financial statement internal control over financial statement adjustment close, and disclosure (A/B, C, G, H, L) (Cont.)

***Identification of Repeat Finding*** 2016-013

***Recommendation*** - See Financial Statement Finding # 2017-004.

***Views of Responsible Officials*** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding 2017-014      Non-compliance resulting from deficiencies in financial statement internal control over capital assets (A/B, F)

Finding Type:            Material Weakness

Program Tested:        CFDA No. 20.205: Highway Planning and Construction

***Criteria*** - Costs incurred for capital assets are subject to property standards prescribed in the Uniform Guidance 2 CFR, Subpart D - Post Federal Award Requirements.

***Condition*** - The City does not adequately account for its capital projects funded by Federal awards. Project detail records do not adequately identify allowable and unallowable costs or matching fund obligations, and Federal and non-Federal expenditures are not effectively segregated or reconciled to reimbursement requests. The City does not effectively monitor its capital project cost reimbursement requests prepared by third party service providers or recalculate and reconcile Federal costs to those reimbursement requests. The City does not critically evaluate the terms of its Federal awards and agreements related to property ownership and reversionary provisions in order to assess its rights and obligations under such agreements and to ensure that capital assets and commitments are properly monitored.

In addition, the City could not readily provide a list of assets subject to reversionary provisions if not continually used for appropriate program purposes and therefore could not demonstrate effective monitoring of ongoing use of such Federally-funded assets.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section III - Federal Awards Findings and Questioned Costs (Cont.)***

Finding 2017-014      Non-compliance resulting from deficiencies in financial statement internal control over capital assets (A/B, F) (Cont.)

***Questioned Costs*** - Undetermined

***Context*** - See Financial Statement Finding # 2017-009.

***Cause*** - See Financial Statement Finding # 2017-009.

***Effect*** - The City may be subject to disallowed costs or obligations under reversionary provisions for assets acquired or constructed using Federal funds, and the amounts of potential disallowed costs could be material.

***Identification of Repeat Finding*** 2016-014

***Recommendation*** - See Financial Statement Finding # 2017-009.

***Views of Responsible Officials*** - The City's Corrective Action Plan is presented on Appendix A.

**Finding:**

Finding 2017-015      Non-compliance resulting from (L) grant reporting requirements

Finding Type:            Material Weakness

Program Tested:        CFDA No. 97.036: Disaster Grants – Public Assistance (Presidentially Declared Disasters)

***Criteria*** - Progress status reports are required quarterly in accordance with 2 CFR 200 policy requirements.

***Condition*** - Quarterly progress reports for disaster-related expenditures were found to be inaccurate or unavailable. These quarterly reports are prescribed in the City's executed State-Local Disaster Assistance Agreement and, pursuant to that agreement, the City is required to document the anticipated completion date for each project, together with any other circumstance that may affect the completion date, the scope of the work, the project costs, and any other factors that may affect compliance with the Agreement.

**CITY OF HATTIESBURG, MISSISSIPPI**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED SEPTEMBER 30, 2017**

***Section III - Federal Awards Findings and Questioned Costs (Cont.)***

Finding 2017-015      Non-compliance resulting from (L) grant reporting requirements (Cont.)

***Questioned Costs*** - Undetermined

***Context*** - The City contracted with independent consultants in order to obtain assistance in the processing of disaster-related expenditures and to meet administrative requirements. The City did not effectively monitor the timely filings of accurate quarterly progress reports.

***Cause*** - The City experienced significant administrative staff turnover in the months preceding the disaster, and whereas the City did obtain independent assistance of the processing of disaster-related transactions, there were no reliable monitoring procedures in place over the quarterly reporting requirements.

***Effect*** - The City may be subject to disallowed costs or deobligation of funds as a result of non-compliance with failure to submit prescribed quarterly progress reports on a timely basis.

***Recommendation*** - The City should immediately implement procedures that will result in the filing of all required quarterly progress reports.

***Views of Responsible Officials*** - The City's Corrective Action Plan is presented on Appendix A.

**CITY OF HATTIESBURG, MISSISSIPPI**

**AUDITEE CORRECTIVE ACTION PLAN**

**Year Ended September 30, 2017**

## APPENDIX A



**Mayor**

*Toby Barker*

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COUNCIL - WARD ONE

*Jeffrey George*

COUNCIL - WARD TWO

*Deborah Denard Delgado*

COUNCIL - WARD THREE

*Carter Carroll*

COUNCIL - WARD FOUR

*Mary Dryden*

COUNCIL - WARD FIVE

*Nicholas Brown*

### **Auditee Corrective Action Plan**

The City of Hattiesburg respectfully submits the following corrective action plan

**Audit Period:** September 30, 2017

The findings discussed below are numbered consistently with the numbers assigned in the schedule of findings and questioned costs.

#### **Corrective Action Plan for Financial Statement Findings**

2017-001 Entity-Level Control Environment and Risk Assessment Processes

The City's Administration acknowledges the importance of the control environment and, in particular, the organizational structure, with the assignment of authority and responsibility in addressing risks relevant to the achievement of financial reporting objectives. The incoming Administration has initiated an entity-wide assessment of the existing organizational structure, and establishment and monitoring of internal controls will be an inherent component of this assessment. We expect this process to be completed by late fall, 2018.

Name of Responsible Person: Ann Jones, Chief Administrative Officer;  
Connie Everett, Interim Chief Financial Officer  
Name of Department Contact: Ann Jones, Chief Administrative Officer  
Expected Date of Completion: Fall 2018

2017-002 Entity-Level Information, Communication and Monitoring

Please note in the section "Views of Responsible Officials": The City agrees with this finding in general, but with certain qualifications.

**Auditee Corrective Action Plan (Cont.)**

As noted in Finding 2017-002, the City "utilizes a centralized system of accounting for its budgetary cash basis transactions." This accounting system has consistently allowed for the accurate and timely financial reports that provide, at all times, a reliable monitoring of the City's compliance with its legally adopted budgets. There will typically be significant conversion procedures at year-end that are necessary for financial reporting purposes, and this will, we believe, be the norm for most local governments as opposed to the periodic accounting cut-off data for conversion from budgetary cash basis to financial reporting basis.

The Administration's efforts to promptly assess the existing internal control structure will incorporate the identification of opportunities to improve upon the production of financial information pursuant to specific items noted in Finding 2016-002. Some Items, such as list of active Federal awards, will be implemented immediately. Other items, such as a list of debt compliance, have always been readily available.

Name of Responsible Person: Connie Everett, Interim Chief Financial Officer  
Name of Department Contact: Lisa Hanson, Comptroller  
Expected Date of Completion: Fall 2018

**2017-003 Timeliness of Financial Reporting**

As noted in the City's response to Finding 2016-002, the City's accounting system does provide reliable and timely budgetary basis financial reporting. The Administration is committed to facilitating procedures that will allow for the financial reporting accounting conversion process at year-end to be completed on a timely basis in order to allow for the City to meet all financial reporting deadlines.

The Administration acknowledges that there are important reporting deadlines for the 2017 audit that have already not been met. It is our firm commitment to complete the 2017 audit as quickly and efficiently as possible. The Administration will ascertain that the 2018 audit reporting process meets all applicable deadlines.

Name of Responsible Person: Connie Everett, Interim Chief Financial Officer  
Name of Department Contact: Lisa Hanson, Comptroller  
Expected Date of Completion: Fall 2018

**2017-004 Financial Statement Adjustment, Close, and Disclosure**

In 2017, the City's Comptroller was allowed to add a CPA to her existing staff. Finding 2017-004 emphasizes the "increasing complexity of financial reporting requirements", and it includes other notations that generally describe the difficulties encountered by the City in its financial accounting functions. Other points, including the need for a formal process for ensuring the accuracy and completeness of various peripheral systems and reconciliation procedures, are, in the opinion of the Administration, valid concerns.

**Auditee Corrective Action Plan (Cont.)**

As noted in our response to findings 2017-002 and 2017-003, the City will continue to produce reliable and timely budgetary basis accounting reports, and the Accounting Department will facilitate improved conversion procedures that are needed in order for the financial statements to be prepared in accordance with generally accepted accounting principles. We anticipate substantial improvements will be made in conjunction with the 2018 audit in the fall months of 2018.

Name of Responsible Person: Lisa Hanson, Comptroller  
Expected Date of Completion: Fall 2018

2017-005 Municipal Court Fines

The Administration will assess the ongoing difficulties experienced pursuant to the court fines recordkeeping function. If the determination is made that additional training and/or independent Information Technology services are necessary, the City will immediately take corrective measures to allow for reliable financial statement reporting as well as compliance with applicable state law. This assessment began in August 2017 and is ongoing; other measures, if required, will be implemented in fall 2018.

Name of Responsible Person: Ann Jones, Chief Administrative Officer  
Name of Department Contact: Ann Jones, Chief Administrative Officer;  
Greg Ladner, Assistant to Mayor  
Estimated Date of Completion: Will depend upon Information Technology assessment

2017-006 Water and Sewer Customer Accounts Receivable

The Administration will implement procedures to routinely prepare and reconcile Water and Sewer customer accounts receivable activity and balances periodically, along with a formal analysis of the collectability of outstanding balances in order to estimate the related allowances for doubtful accounts. The centralized accounting department does provide a daily tracking of recorded receipts in conjunction with the daily deposits at the bank, and this has provided a reliable internal control procedure. There may be a need, however, for the water and sewer billing office staff to assist in the maintenance of important subsidiary records that are subject to routine oversight by the accounting department.

Assessment of operations may reveal the need for additional training of personnel on accounting procedures, and the Information Technology staff may need to assist in facilitation of these shared responsibilities. Implementation began in fall 2017 and is ongoing.

Name of Responsible Person: Allen Howe, Director of Water and Sewer  
Name of Department Contact: Wanda Turner, Office Manager  
Estimated Date of Completion: Fall 2018

**Auditee Corrective Action Plan (Cont.)**

2017-007 Water and Sewer Billings

The Administration will assess the current organizational structure as it relates to the water and sewer billing function. In particular, the Administration will emphasize the need for periodic analysis procedures to be performed. We have initiated our efforts to ascertain any problems that may need to be addressed in order to implement these reports and agree that an enhanced role by the Customer Accounts staff may be appropriate. These initial efforts were begun in May 2018 and are ongoing.

Name of Responsible Person: Allen Howe, Director of Water and Sewer  
Name of Department Contact: Wanda Turner, Office Manager  
Estimated Date of Completion: Fall 2018

2017-008 Water and Sewer Customer Meter Deposits

As noted in Finding 2017-007, the City will assess the current water and sewer organizational structure as a component of the Administration's entity-wide study of the existing assignment of responsibilities and personnel assessment. The improvements needed for meter deposit subsidiary records may require a reassignment of duties, improved reporting procedures and/or cross-training with existing accounting and Information Technology personnel. The importance of routine reconciliation procedures will be emphasized, and we anticipate these procedures to be implemented in fall 2018.

Name of Responsible Person: Allen Howe, Director of Water and Sewer  
Name of Department Contact: Wanda Turner, Office Manager;  
Angie Sanford, Information Technology Manager  
Estimated Date of Completion: Fall 2018

2017-009 Capital Assets

The City will implement a comprehensive system of policies and procedures for accounting for capital assets. This system will accommodate both approved construction projects and acquisitions of assets achieved outside the routine cash disbursement process, as well as any contributions or transfers of fixed assets to the City. Additionally, fixed asset subsidiary records will include adequate descriptions to allow management to identify specific asset items, and the system will allow for periodic review by the City's management team for the identification of impaired assets or assets no longer in service. As noted, these procedures should allow for adequate training of employees for proper coding as well as ascertaining that capitalization policies and procedures are followed. The Administration will schedule capitalization policies and procedures training sessions for the various operating departments in fall 2018 to update responsible employees and answer any questions they may have.

Name of Responsible Person: Connie Everett, Interim Chief Financial Officer;  
Ann Jones, Chief Administrative Officer  
Name of Department Contact: Lamar Rutland, Director of Engineering;  
Lisa Hanson, Comptroller  
Estimated Date of Completion: Fall 2018

**Auditee Corrective Action Plan (Cont.)**

2017-010 Procurement and Suspension and Debarment (I)  
CFDA No. 20.205: Highway Planning and Construction

The City's Purchasing Department has the designated responsibility of monitoring compliance with the federal debarment and suspension regulations for contracts and subawards. Due to staffing changes over the past two years of department managers, as well as subordinate staff, this function was not assigned to a new staff person. This procedure should be conducted in the Purchasing Department, and current staff will be advised to reinstate this procedure.

Name of Responsible Person: Connie Everett, Interim Chief Financial Officer  
Name of Department Contacts: Sylvester London, Assistant Division Manager and Michael Pope, Purchasing Assistant  
Expected Date of Completion: Fall 2018

2017-011 Federal Expenditure Management (A/B, C, G, H, L)  
CFDA No. 20.205: Highway Planning and Construction

The City acknowledges that detailed information distinguishing federal and non-federal expenditures is not easily identified within the current accounting structure. The ability to track expenditures in this manner does exist and will be implemented in the current accounting system. Supporting spreadsheets can be developed within the departments responsible for documenting federal and non-federal expenditures to provide added documentation.

Name of Responsible Person: Lamar Rutland, City Engineer  
Expected Date of Completion: Fall 2018

2017-012 Non-Compliance Resulting from Deficiencies in Financial Statement Internal Control over Timeliness of Financial Reporting (L)

The Administration acknowledges that there are important reporting deadlines for submission of completed audits to the Federal Audit Clearinghouse. The City's position concerning current financial statement reporting abilities has been addressed in the response to Finding 2017-002 and Finding 2017-003. It is the incoming Administration's intent to explore updating financial software in order to more easily comply with financial reporting requirements. In the interim, efforts will be made to for timely completion of the 2018 audit.

Name of Responsible Persons: Lisa Hanson, Comptroller;  
Connie Everett, Interim Chief Financial Officer  
Name of Department Contact: Ann Jones, Chief Administrative Officer  
Expected Date of Completion: Fall 2018 and ongoing

**Auditee Corrective Action Plan (Cont.)**

2017-013 Non-Compliance Resulting from Deficiencies in Financial Statement Internal Control over Financial Statement Adjustment, Close, and Disclosure (A/B, C, G, H L)

As discussed in the City's response to Financial Statement Finding 2017-004, the City has added to its Accounting Department staff an individual who has the capability of undertaking the more complex aspects of financial statement reporting, in order to ensure compliance with guidelines. In addition, as stated above, the City intends to explore updating the financial software in order to more easily comply with financial reporting requirements. In the interim, supplementary schedules can be developed to better track federal program costs and funds received and expended.

Name of Responsible Person: Lisa Hanson, Comptroller  
Expected Date of Completion: Fall 2018 and ongoing

2017-014 Non-Compliance Resulting From Deficiencies in Financial Statement Internal Control over Capital Assets (A/B, F)

The City acknowledges that deficiencies exist in current procedure as to detailed accounting procedure for recording capital assets and accounting for federal grant monies associated with capital assets. The capability exists within the current accounting system for better segregation of federal and non-federal expenditures and allowable and unallowable costs. Supplementary schedules can be maintained in the City Engineer's office for projects that department oversees, in order to provide an additional level of detail and accountability.

Name of Responsible Persons: Lamar Rutland, City Engineer; Lisa Hanson, Comptroller;  
Connie Everett, Interim Chief Financial Officer  
Name of Department Contact: Ann Jones, Chief Administrative Officer  
Expected Date of Completion: Fall 2018 and ongoing

Finding 2017-015 Non-compliance resulting from reporting requirements (L)

The City acknowledges that deficiencies existed in procedures related to timely reporting of quarterly project status records. Subsequent to the change in the municipal election in 2017, the city administration experienced several staffing changes and reassignment of responsibilities. The designation of Applicant-Agent for federal disaster reporting was reassigned, and this individual was unaware of the quarterly reporting requirements. During fiscal year 2018, this individual was trained as to the responsibilities of the Applicant-Agent with respect to the reporting requirements, and the deficiency has been corrected.

Name of Responsible Person: Kermas Eaton, City Clerk  
Name of Department Contact: Ann Jones, Chief Administrative Officer  
Expected Date of Completion: Fall 2018

**CITY OF HATTIESBURG, MISSISSIPPI**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**  
**Year Ended September 30, 2017**



Mayor

*Toby Barker*

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COUNCIL - WARD ONE

*Jeffrey George*

COUNCIL - WARD TWO

*Deborah Denard Delgado*

COUNCIL - WARD THREE

*Carter Carroll*

COUNCIL - WARD FOUR

*Mary Dryden*

COUNCIL - WARD FIVE

*Nicholas Brown*

### Summary Schedule of Prior Audit Findings Year Ended September 30, 2017

The following is an update of the prior audit findings and is prepared in accordance with Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

2016-001 Entity-Level Control Environment and Risk Assessment Process

**Condition** - This finding was a material weakness stating that entity-wide controls and procedures were not effectively initiated or implemented for corrective actions in response to material weaknesses and significant deficiencies in internal control identified in its financial statement audit for the year ended September 30, 2014.

**Recommendation** - The auditor recommended that the City take steps to implement corrective actions for identified material weaknesses and significant deficiencies in internal controls.

**Current Status** - In early 2018, the Administration implemented changes to the organizational structure, adding a Department of Finance and Procurement, and assigning responsibility for this function to the Chief Financial Officer. The change has provided improved communication and oversight for financial functions with the City Clerk and the Department of Administration. An additional accountant was hired in early 2017, and that position serves as liaison with the various city departments to ensure greater accountability and documentation of ongoing projects.

2016-002 Entity-Level Information, Communication and Monitoring

**Condition** - This finding was a material weakness stating that entity-wide controls and procedures did not effectively ensure that all information relevant to the financial reporting process was timely identified and communicated for assessment of financial reporting impact and for assimilation into the financial reporting process.

**Recommendation** - The auditor recommended that the City formalize its information, communications, and monitoring processes to ensure that data from external and internal sources is timely captured, retained, and available for financial reporting purposes. Management concurred with the recommendation and indicated that the procedures would be implemented.

### Summary Schedule of Prior Audit Findings Year Ended September 30, 2017 (Cont.)

**Current Status** - As mentioned in the current status to Finding 2016-001, the additional accountant hired in 2017 has been assigned the responsibility of communicating with various city departments to ensure proper capture and documentation of financial information on various projects. This position is responsible for compiling and documenting information for federal awards, and preparation and maintenance of supplementary spreadsheets has been developed and is being utilized at this time. City Administration acknowledges that updating the financial software is necessary in order to properly report financial information in accordance with generally accepted accounting principles, and the Administration has engaged a consultant to perform a needs assessment. Evaluation of available software will be paired with the results of the needs assessment to determine the software best suited to the City's needs. Selection and implementation of updated financial software will follow. In the interim, greater emphasis is being placed on capture and documentation of required information, as stated above.

#### 2016-003 Timeliness of Financial Reporting

**Condition** - This finding was a material weakness stating the City failed to meet financial reporting deadlines for submitting its financial statements for the year ended September 30, 2016.

**Recommendation** - The auditor recommended that the City should take steps to overhaul its financial reporting process to enable it to meet its legal, regulatory, and contractual financial reporting requirements.

**Current Status** - As stated in the current status to Finding 2016-002, the City has engaged a consultant to conduct a needs assessment to determine the appropriate financial software, as well as supplementary software for other city departments which can integrate with the financial software, to ensure the City's ability to meet the required reporting requirements. Upon selection of an audit firm to perform the 2016 and 2017 audits, the City officials stressed the importance of expeditious completion of the audits. As a result, the 2016 audit was completed in six months, and the 2017 audit is expected to be complete in November 2018. The 2018 audit will begin immediately thereafter.

#### 2016-004 Financial statement Adjustment, Close, and Disclosure

**Condition** - This finding was a material weakness stating that the City's internal accounting controls were not sufficient to ensure that transactions and account balances were properly reported in conformity with bases of accounting required by generally accepted accounting principles .

**Recommendation** - The auditor recommended that the City assess the quality of existing peripheral processes and implement effective control procedures to ensure that data maintained therein is accurate and that errors or irregularities are prevented or timely detected and corrected. Management concurred with the recommendation and indicated that the procedures would be implemented.

### Summary Schedule of Prior Audit Findings Year Ended September 30, 2017 (Cont.)

**Current Status** - As stated in the current status to Finding 2016-002, a needs assessment and subsequent selection and implementation of updated financial software is underway. The Administration acknowledges that during the period 2014 – 2017, staffing changes due to retirements resulted in loss of institutional knowledge which had, in the past, afforded timely and accurate production of financial information at year-end. The Administration has taken steps to provide the needed support and institutional knowledge to ensure improvement in this area through the hiring process and subsequent training of current staff.

2016-005      Municipal Court Fines

**Condition** - This finding was a material weakness stating that the City's internal controls are not adequate to ensure that Municipal Court fines are properly valued and reported.

**Recommendation** - The auditor recommended that the City generate, reconcile, review, and retain monthly receivable detail and summary reports, including agings of outstanding fines account balances and that the City analyze periodic reports and related trends in assessing collectability and in estimating the allowance for doubtful accounts. Management concurred with the recommendation and indicated that the procedures would be implemented.

**Current Status** - . The Administration reorganized the Municipal Court system in 2018, with selection of new judges and support personnel. The staff has been analyzing the court software and obtaining training in order to assess modifications necessary to meet reporting requirements. The City has engaged auditors to work with Court personnel to assess prior years' data to determine outstanding fines account balances to correct reporting deficiencies. It is believed that, with additional staff training and assessment of software modifications needed, that the Court software will be adequate to provide accurate data presentation. The needs assessment being conducted, as mentioned in the current status to Finding 2016-002, will serve to determine whether the current Court software will be compatible with future selection of financial reporting software.

2016-006      Water and Sewer Customer Accounts Receivable

**Condition** - This finding was a material weakness stating that the City's internal controls for recording and reconciling customer account balances outstanding are not sufficient to ensure that account balances are accurate and reflect valid amounts receivable and that collectability is properly evaluated.

**Recommendation** - The auditor recommended that the City develop and implement procedures to routinely prepare and reconcile Water and Sewer customer accounts receivable activity and balances at each interim period and that formal analysis of collectability of outstanding balances should be prepared to estimate the related allowance for doubtful accounts. Management concurred with the recommendation and indicated that the procedures would be implemented.

**Summary Schedule of Prior Audit Findings Year Ended September 30, 2017 (Cont.)**

**Current Status** - . The Administration adjusted the organization structure of the Water & Sewer Department by placing responsibility for the Billing Office with the Water & Sewer Director. (It was previously the responsibility of the Director of Administration.) Review of current procedures has been completed, and adjustments have been made for better accountability and communication with the service departments. An outside company has been contracted with to aid in evaluation of water meter performance in order to assess lost revenue. Non-functioning meters are being replaced. New procedures are assessed after implementation to determine their viability, and adjustments are made as needed.

2016-007      Water and Sewer Billings

**Condition** - This finding was a material weakness stating that the City's internal controls do not include analysis of accounting data in conjunction with underlying operations data for Water and Sewer volumes processed and billed, and that the City does not formally document, reconcile, and monitor adjustments to customer billings to ensure propriety and accuracy.

**Recommendation** - The auditor recommended that the City install meters at all City facilities to monitor volumes used and to generate periodic reports of City usage in order to monitor economic resources and system usage to facilitate effective management of unaccounted for volumes.

**Current Status** - Adjustments to the use of a work order system in conjunction with the method by which problems, such as water leaks, are reported has resulted in shorter response time in addressing problem areas. Engineering analysis of areas where aging infrastructure could contribute to unaccounted for water losses has been conducted and priority for repairs established. Feasibility of metering city properties to measure unbilled water usage has been reviewed, and the formula by which unaccounted for water loss has also been reviewed for accuracy.

2016-008      Water and Sewer Customer Meter Deposits

**Condition** - This finding was a material weakness stating that the City's liability for customer meter deposits does not agree to its customer detail records, and that meter deposits are not timely and effectively reconciled.

**Recommendation** - The auditor recommended that the City perform a review of its subsidiary records of customer meter deposits and perform timely reconciliations at interim periods.

**Current Status** - The Billing Office, with the assistance of the Information Technology department, has begun the process of reconciling outstanding meter deposits. Each account is reviewed to determine whether the deposit was returned and, if so, that account is removed from the outstanding balance list. Additionally, meter deposits are now applied to the final bill when a customer closes an account, thereby reducing or eliminating a deposit balance. Once the review is complete, the Billing Office will develop the procedures necessary to reconcile and account for the meter deposits on hand.

**Summary Schedule of Prior Audit Findings Year Ended September 30, 2017 (Cont.)**

2016-009 Capital assets

**Condition** - This finding was a material weakness stating that the City did not appropriately identify and accurately capture, maintain, and report activity and balances relating to capital assets.

**Recommendation** - The auditor recommended that the City implement policies and procedures to initially identify capital asset transactions, enhance detail data maintained, perform periodic reconciliations of detail, review propriety of account coding, and recommendation and indicated that the procedures would be implemented.

**Current Status** - The Accounting Department has obtained additional training for and has implemented use of a subsidiary asset management system, which will capture asset information and provide the needed reports. The Chief Financial Officer will provide additional oversight to ensure that this subsidiary system is updated throughout the year. The City's staff engineer, as well as engineer consultants, will be included when assessing potential impairment as well as reporting construction in progress.

2016-010 Procurement and Suspension and Debarment (I)  
CFDA No. 20.205: Highway Planning and Construction

**Condition** - This finding was a material weakness stating that the City did not have adequate internal controls in place to monitor compliance with the federal debarment and suspension regulations for contracts and subawards.

**Recommendation** - The Auditor recommended that the City implement procedures to ensure compliance with debarment and suspension regulations for contracts related to federal programs.

**Current Status** - Not corrected. In September 2018, the City Council adopted an amendment to the City's procurement manual establishing procedures for monitoring compliance with federal debarment and suspension regulations when selecting vendors for materials or services which are funded in whole or in part with federal grants. Implementation of this procedure began immediately.

2016-011 Federal Expenditure Management (A/B, C, G, H, L)  
CFDA No. 20.205: Highway Planning and Construction

**Condition** - This finding was a material weakness stating that federal and non-federal expenditures were not readily identifiable from grant records maintained by the City for the year ended September 30, 2015.

**Recommendation** - The auditor recommended that the City should implement procedures to maintain comprehensive schedules of program expenditures that distinguish Federal and non-federal expenditures and identifying matching funds provided. Management concurred with the recommendation and indicated that the procedures would be implemented.

### Summary Schedule of Prior Audit Findings Year Ended September 30, 2017 (Cont.)

**Current Status** - As stated in the current status to Finding 2016-002, the accountant hired in 2017 has been assigned the responsibility federal expenditure management. Spreadsheets have been developed and are being utilized for each project, identifying expenditures as federal and non-federal, as well as identifying matching funds received.

With respect to capture of administrative costs on federally funded programs, the Metropolitan Planning Organization department charges a 10% administrative overhead on eligible expenditures (personnel and travel). This is the de minimis rate allowable by the Uniform Guidance. The Guidance indicates that if/when using the de minimis rate, no negotiation is necessary. The City does not charge an overhead rate on other grants because, in many cases, it is impractical and in some cases it may not be allowed. The MPO serves other jurisdictions besides the City of Hattiesburg, and charging the de minimis rate is the least the MPO can do to ensure that ancillary services rendered for the benefit of those other jurisdictions are at least minimally recouped.

2016-012      Non-compliance resulting from deficiencies in the financial statement internal control over timeliness of financial reporting (L)

**Condition** - This finding was a material weakness stating that the City did not timely submit the required annual reporting package to the Federal Audit Clearinghouse.

**Recommendation** - The auditor recommended that the City implement procedures to overhaul the financial reporting process to enable it to meet its legal, regulatory and contractual financial reporting requirements. Management concurred with the recommendation and indicated that the procedures would be implemented.

**Current Status** - As stated in current status to Findings 2016-002 and 2016-003, the City has retained a consultant to conduct a needs assessment for the purpose of updating the financial software, as well as determining the software needs of other city departments. The City officials have also engaged an alternate audit firm to conduct the 2016 and 2017 audits, and stressed the importance of expeditiously producing the audits. The 2016 audits is complete, and the 2017 audit is very near completion. It is expected that the 2018 audit will begin in November 2018.

2016-013      Non-compliance resulting from deficiencies in financial statement internal control over financial statement adjustment, close and disclosure (A/B, C, G, H, L)

**Condition** - This finding was a material weakness for the CDBG and Airport Improvement projects and a significant deficiency for the Highway Planning and Construction project stating that the City did not distinguish allowable federal program costs from ineligible costs, distinguish federal expenditures from non-federal expenditures or specifically identify costs used to meet match and cost-sharing requirements.

**Recommendation** - The auditor recommended that the City implement procedures to address deficiencies in its financial statement adjustment, close and disclosure processes, specifically to address procedures related to the annual conversion process from budgetary cash basis accounting records to the bases of financial reporting required under U.S. GAAP. Management concurred with the recommendation and indicated that the procedures would be implemented.

**Summary Schedule of Prior Audit Findings Year Ended September 30, 2017 (Cont.)**

**Current Status** - As stated in the current status to Finding 2016-002, the Accounting Department now has an accountant assigned with the task of developing spreadsheets to document expenditures on federally funded projects and properly segregate federal and non-federal expenditure amounts. These procedures have been implemented and are currently in use.

With respect to capture of administrative costs on federally funded programs, the Metropolitan Planning Organization department charges a 10% administrative overhead on eligible expenditures (personnel and travel). This is the de minimis rate allowable by the Uniform Guidance. The Guidance indicates that if/when using the de minimis rate, no negotiation is necessary. The City does not charge an overhead rate on other grants because, in many cases, it is impractical and in some cases it may not be allowed. The MPO serves other jurisdictions besides the City of Hattiesburg, and charging the de minimis rate is the least the MPO can do to ensure that ancillary services rendered for the benefit of those other jurisdictions are at least minimally recouped.

2016-014      Non-compliance resulting from deficiencies in financial statement internal control over capital assets (A/B, F)

**Condition** - This finding was a material weakness stating that the City did not adequately account for its capital projects funded by Federal awards and that project detail records do not adequately identify allowable and unallowable costs or matching funds.

**Recommendation** - The auditor recommended that the City implement procedures to develop and implement a comprehensive system for accounting for capital assets, including construction projects, that will incorporate policies and procedures for recording and valuing capital asset additions, with segregation for those purchased or constructed with federal funds. Management concurred with this recommendation and indicated that the procedures would be implemented.

**Current Status** - The Accounting Department is now using a subsidiary asset management software, which will track capital assets, including construction projects. This system, in conjunction with other subsidiary spreadsheets can also identify expenditures which purchased or constructed with federal funds. Communication with the City Engineer to ascertain that all such projects are appropriately documented will be part of the process.



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
WITH STATE LAWS AND REGULATIONS**

To the Honorable Mayor and City Council  
City of Hattiesburg, Mississippi

We have audited the basic financial statements of the City of Hattiesburg, Mississippi as of and for the year ended September 30, 2017, and have issued our report dated November 15, 2018. We have 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 *Governmental Auditing Standards*.

As required by the state legal compliance audit program prescribed by the Office of the State Auditor, we have also performed procedures to test compliance with certain state laws and regulations. However, providing an opinion on compliance with state laws and regulations was not the objective of our audit and, accordingly, we do not express such an opinion.

The results of those procedures and our audit of the general purpose financial statements disclosed material instances of noncompliance with State laws and regulations. Our findings and recommendations and your responses are as follows:

**Finding 1 - Fixed Asset Accounting**

The City's procedures for determining the total acquisition cost of fixed assets and maintaining fixed asset detail did not comply with accounting system procedures prescribed by the Municipal Auditing and Accounting Guide.

***Criteria, Context, and Condition***

The property accounting system must follow prescribed procedures for recording acquisition cost of fixed assets, and certain professional fees, such as appraisal, architectural, engineering, and legal fees, should also be capitalized into fixed asset records. Additionally, the City's property accounting system must maintain the required fixed asset data elements as listed in the Municipal Auditing and Accounting Guide.



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To the Honorable Mayor and City Council  
City of Hattiesburg, Mississippi

***Recommendation***

The Administration should implement procedures to properly capture and maintain fixed asset detail, including the required data elements, in accordance with prescribed procedures.

***Response***

The City Administration agrees with this finding, and management is in the process of implementing a corrective action plan to address all fixed asset recordkeeping requirements.

**Finding 2 - City Court Accounting Procedures**

The City's accounting procedures for Municipal Court fines receivable are not in compliance with accounting system procedures prescribed by the State Auditor under Mississippi law. Noncompliance with prescribed Court accounting procedures is a recurring finding. See also related Findings 3 and 4.

***Criteria, Context, and Condition***

Pursuant to Mississippi Code Section 21-23-11 and the Municipal Auditing and Accounting Guide issued by the Office of the State Auditor. The City must maintain separate accounting records for the Municipal Court; the Court records must include an accounts receivable system that allows for balancing receivable accounts monthly, and periodic analysis of aging data. Relevant reports should be made to the judge and City Council as those parties may require. In addition, pursuant to Mississippi Code Section 99-19-73 and the Municipal Auditing and Accounting Guide, State-imposed Court assessments collected by the Municipal Court must be settled monthly with the Department of Finance and Administration.

Although the City routinely records fines by case and posts collections against those fines in a subsidiary ledger system, it was unable to generate an accurate summary or aging of outstanding accounts as of September 30, 2017 or during the year then ended. Further, the City did not provide related reports to the judge and City Council during the year ended September 30, 2017.

City procedures do not include reconciliation or roll-forward of gross case activity. In addition, subsidiary account records do not include complete information from which to generate reports of fines which have met criteria for accounting recognition. Further, subsidiary account records are not adequately controlled to ensure completeness, accuracy, and integrity of data. Allocation of cash collections among City fines and various State-imposed assessments is not verified for accuracy or reconciled to periodic changes in balances of underlying detail.

To the Honorable Mayor and City Council  
City of Hattiesburg, Mississippi

The City undertook a project to assess deficiencies in its Court accounting and reporting system in order to develop a corrective action plan. However, development of an appropriate corrective action plan had not been completed as of the date of this report.

***Recommendation***

The Administration should immediately implement procedures to ensure completeness and integrity of Court data. The City should implement procedures to produce periodic detail reports of outstanding balances and case fine activity, as well as to timely reconcile related balances. Ongoing assessment of the adequacy of the case management software applications utilized by the Municipal Court should be completed, and the City's corrective action plan should address any noted accounting or reporting limitations. Use of peripheral applications and procedures should be commenced immediately to address and contain identified deficiencies in existing systems. Periodic reports should be made to the judge and the City Council and should include balances of outstanding fines, aging of outstanding accounts, and related roll-forwards and analyses of activity. Activity roll-forwards should include, at a minimum, beginning balances, new case dispositions, collections, nonmonetary credits, other adjustments, and ending balances. In addition, reports of corresponding assessments payable on fines should be periodically produced, reconciled, analyzed, and provided to the judge and the City Council.

***Response***

The City Administration agrees with this finding. As of July 2017, the newly elected Administration has undertaken the task of assessment of the Municipal Court operations. All aspects of operations will be assessed, from current software to personnel. If current software is deemed inadequate to satisfy the City's Court functions, as well as those required by State of Mississippi reporting, the City's Information Technology Department will assist Municipal Court personnel with reviewing and procuring new software. Additionally, personnel will be evaluated during this process to determine what training may be necessary to ensure optimal functioning of the department.

**Finding 3 - Municipal Court Docket and Minutes**

For the year ended September 30, 2017, the City did not maintain permanent dockets or minute records of Municipal Court actions as required by State law.

To the Honorable Mayor and City Council  
City of Hattiesburg, Mississippi

***Criteria, Context, and Condition***

Mississippi Code Section 21-23-11 requires the clerk of the Municipal Court to keep permanent dockets of all cases, as well as a minute record of all orders and judgments. Pursuant to that Code section, one record may serve as both the docket record and the minute record. However, for the year ended September 30, 2017, the City did not maintain a permanent, unalterable docket of cases or minute record of Court actions on those cases. Instead, physical dockets used in Court were discarded upon data entry into application software. Internal controls over case entry and adjustment were not adequate to ensure completeness or accuracy of data. Further, since dockets and case activity maintained electronically could be subsequently altered, such records did not meet the standard of permanence required for dockets or provide a reliable minute record as required by Mississippi law.

***Recommendation***

The Administration should immediately implement procedures to retain physical Municipal Court dockets, upon the face of which all orders and judgments of the Court are entered, to serve as the combined permanent docket and minute record. Those permanent records should be reconciled periodically to case data recorded in subsidiary systems, and differences or exceptions should be timely investigated and resolved.

***Response***

The City Administration agrees with this finding, and management has developed a corrective action plan for addressing this issue. Initial phases of the corrective action plan, which ensure that all physical Court dockets are permanently retained, are being implemented. Additional phases for reconciling permanent docket detail to recorded case data are in the process of implementation and are expected to be fully implemented by fall 2018. In addition, the City's Administration will be assessing current software to determine if conversion to a new system is warranted. The Information Technology Department will assist in assessment efforts to determine corrective measures necessary to address reporting deficiencies.

**Finding 4 - Control over Police Tickets**

For the year ended September 30, 2017, the City did not maintain effective control over issued and unissued Police ticket books in accordance with the Municipal Auditing and Accounting Guide.

To the Honorable Mayor and City Council  
City of Hattiesburg, Mississippi

***Criteria, Context, and Condition***

Pursuant to Mississippi Code Section 63-9-21 and the Municipal Auditing and Accounting Guide require that the City must maintain certain records related to uniform traffic tickets used by police officers. The clerk of the Municipal Court is required to keep a record of all traffic ticket books issued, including to whom those books are issued, and is required to maintain and account for all such ticket books in accordance with prescribed procedures.

During the year ended September 30, 2017, the City did not maintain complete records of ticket books, issue them consecutively, or account for tickets issued and returned.

***Recommendation***

The City should immediately implement procedures to control issuance, recordkeeping, and monitoring of uniform traffic ticket books in accordance with procedures prescribed by State law and the Office of the State Auditor.

***Response***

The City Administration agrees with this finding and will be performing a full assessment of current software and department procedures to determine necessary changes. Implementation may necessitate additional training of personnel and/or procurement of new or additional software to implement a corrective action plan related to Municipal Court accounting records, which will incorporate procedures related to control over Police tickets.

**Finding 5 - Vehicle Markings**

During fiscal year 2017, not all City vehicles were appropriately marked pursuant to Mississippi Code of 1972, Annotated. Noncompliance with vehicle marking procedures is a recurring finding.

***Criteria, Context, and Condition***

Section 25-1-87, Mississippi Code of 1972, Annotated, requires that all municipal vehicles, except police vehicles used for undercover operation and authorized by governing authorities, be marked in accordance with specified standards regarding nature, size and color contrast.

Determination was made that not all City-owned vehicles have proper markings as required under State law.

To the Honorable Mayor and City Council  
City of Hattiesburg, Mississippi

***Recommendation***

The City should take necessary steps to ensure that all of their vehicles have proper markings as required by law, and that the Administration assign responsibility for the continued compliance with these requirements to appropriate official(s).

***Response***

The City Administration agrees with this finding and has implemented procedures under which all purchased vehicles will be marked with standard signage applied by the Public Works department mechanical shop.

**Finding 6 - Annual Inventory of Assets**

The City did not conduct an annual inventory of its assets in accordance with the guidelines established by the Office of the State Auditor.

***Criteria, Context, and Condition***

The Municipal Audit and Accounting Guide published by the State of Mississippi Office of the State Auditor requires municipalities to conduct a “thorough inventory of all fixed assets” at the end of each fiscal year in order to verify the existence of all fixed assets. The Municipal Audit and Accounting Guide also prescribes inventory procedures to be followed, including the assignment of the general oversight of the inventory process to an appropriate municipal officer, the use of inventory forms and a tagging system, and the investigation of discrepancies and missing inventory tags.

***Recommendation***

The City should follow the specific instructions of the Municipal Audit and Accounting Guide in order to update the City inventory records. This process, as prescribed by the Office of the State Auditor, must be considered to be an important legal compliance procedure that must be performed at the end of each fiscal year.

***Response***

The City Administration agrees with this finding and has implemented procedures to update the City’s detailed fixed asset inventory records. Additionally, the prescribed update of inventory records will be completed at the end of each fiscal year on a timely basis.

To the Honorable Mayor and City Council  
City of Hattiesburg, Mississippi

**Finding 7 - Municipal Compliance Questionnaire**

The City did not complete the Municipal Compliance Questionnaire for fiscal year 2017 on a timely basis as prescribed by the Municipal Audit and Accounting Guide.

***Criteria, Context, and Condition***

The Municipal Audit and Accounting Guide published by the State of Mississippi Office of the State Auditor requires that the Municipal Compliance Questionnaire be completed at the end of the municipality's fiscal year and be entered onto the official minutes of the governing authorities at their next regular meeting. The City did not complete the fiscal year 2017 questionnaire in the manner prescribed in the Guide.

***Recommendation***

The City should complete the Municipal Compliance Questionnaire each year at its first regularly scheduled City Council meeting in October and the questionnaire should be recorded into the official minutes.

***Response***

The City Administration did prepare the fiscal year 2017 Municipal Compliance Questionnaire for inclusion into the official minutes in March 2018. The City will ascertain that future Municipal Compliance Questionnaires will be completed at the end of each fiscal year for inclusion in the minutes of the first scheduled October City Council meeting.

[See also Schedule 4 - Schedule of Findings and Questioned Costs.]

The Office of the State Auditor or a public accounting firm will review, on a subsequent year's audit engagement, the findings in this report to ensure that corrective action has been taken.

This report is intended for the information of the City of Hattiesburg, Mississippi's management, Honorable Mayor and the City Council, and the Mississippi Office of the State Auditor and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.



Hattiesburg, Mississippi  
November 15, 2018