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## CITY OF UNION

404 Bank Street • Union, Mississippi 39365 • Phone 601-774-9422 • Fax 601-774-3595

December 6, 2017

Office of the State Auditor P.O. Box 956 Jackson, Mississippi 39205

Re: Annual Municipal Audit

Accompanying this letter is a copy of the annual audit of the City of Union, Mississippi, the fiscal year ended September 30, 2017. In connection with this audit a separate management letter was written to the city. Enclosed you will find a copy of this management letter along with the audit reports.

Sincerely,

Wayne Welch, Mayor

### **Certified Public Accountants**

A Professional Association
P.O. Box 364 - 106 East Third Street

Forest, Mississippi 39074 Phone: (601) 469-4020 - Fax: (601) 469-4028

E-mail address: billyprice62@yahoo.com

William N. Price, Jr. CPA

Member: American Institue of Certified Public Accountants
Mississippi Society of Certified Public Accountants

William Newman Price, CPA

1927-2011

Honorable Mayor and Board of Aldermen City of Union, Mississippi

In planning and performing our audit of the financial statement of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Union, Mississippi as of and for the year ended September 30, 2017, in accordance with auditing standards generally accepted in the United States of America, we considered the City of Union, Mississippi's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statement, but not for the purpose of expressing an opinion on the effectiveness of the City of Union, Mississippi's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Union, Mississippi's internal control.

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

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 following deficiency in the City of Union, Mississippi's internal control to be a material weakness:

The City does not maintain an adequate segregation of duties as to cash and investments receipting and depositing; posting of general ledger; purchases and purchase approval; goods receiving and subsequent disbursements.

This communication is intended solely for the information and use of management, Board of Aldermen, and others within the City of Union, Mississippi, and is not intended to be, and should not be, used by anyone other than these specified parties.

Price & Co.

Forest, Mississippi

Price + Co.

November 29, 2017

### **Certified Public Accountants**

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November 29, 2017

Honorable Mayor and Board of Aldermen City of Union, Mississippi

We have audited the financial statement of the City of Union, Mississippi for the year ended September 30, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 20, 2017. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Union, Mississippi are described in Note 1 to the financial statement. No new accounting policies were adopted and the application of existing policies was not changed during the year ended September 30, 2017. We noted no transactions entered into by the City of Union, Mississippi during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statement in the proper period.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of

management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statement taken as a whole.

### Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statement or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 29, 2017.

### Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City of Union, Mississippi's financial statement or a determination of the type of auditor's opinion that may be expressed on that statement, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City of Union, Mississippi's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We applied certain limited procedures to the Schedules of Investments, Capital Assets, Changes in Long-Term Debt, and Surety Bonds for Municipal Officials and Employees, which are required supplementary information (RSI) that supplements the basic financial statement. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statement, and other knowledge we obtained during our audit of the basic financial statement. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

### Restriction on Use

This information is intended solely for the use of the Board of Aldermen and management of the City of Union, Mississippi and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Price & Co.

# CITY OF UNION, MISSISSIPPI AUDITED FINANCIAL STATEMENT FOR THE YEAR ENDED SEPTEMBER 30, 2017

### CITY OF UNION, MISSISSIPPI ANNUAL FINANCIAL STATEMENT For the Year Ended September 30, 2017

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INDEPENDENT AUDITOR'S REPORT ON THE COMBINED STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS (ALL FUNDS) AND SUPPLEMENTAL INFORMATION

Honorable Mayor and Board of Aldermen City of Union, Mississippi

We have audited the accompanying financial statement of the governmental activities, business-type activities, and the major fund of the City of Union, Mississippi, as of and for the year ended September 30, 2017, which collectively comprise the City's basic financial statements as listed in the table of contents.

#### Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement on the basis of cash receipts and disbursements; 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 an opinion on this financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

### Opinion

In our opinion, the financial statement referred to above presents fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business-type activities, and the major fund of the City of Union, Mississippi as of September 30, 2017, and the respective changes in cash basis financial position thereof, for the year then ended in conformity with the basis of accounting described in Note 1.

#### Other Matters

Omission of Required Supplementary Information

The City of Union, Mississippi omitted the Management's Discussion and Analysis and budgetary comparison information that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statement. Such missing information, although not a part of the basic financial statement, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statement in appropriate operational, economic, or historical context. Our opinion on the basic financial statement is not affected by this missing information.

Other Required Supplementary Information

The Schedule of Investments - All Funds, Schedule of Capital Assets, Schedule of Changes in Long-Term Debt, and Schedule of Surety Bonds for Municipal Officials and Employees have not been subjected to the auditing procedures applied in the audit of the basic financial statement, and accordingly, we do not express an opinion or provide any assurance on them.

Price & Co.

Forest, Mississippi

Price + Co.

November 29, 2017

### CITY OF UNION, MISSISSIPPI COMBINED STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS (ALL FUNDS) For the Year Ended September 30, 2017

			als		
		Special	<b>Proprietary</b>	(Memoran	idum Only)
	<b>General</b>	Revenue	<u>Fund</u>	<u>2017</u>	<u>2016</u>
RECEIPTS					
Taxes					
General Property Taxes	\$ 297,136	e	\$ -	\$ 297,136	\$ 311,435
Penalties and Interest on Delinquent Taxes	2,134	Φ -	Ψ -	2,134	3,969
Rail Car Tax	4,357	-	-	4,357	4,376
Mississippi Housing Authority	4,337	-	-	4,557	7,693
Licenses and Permits	-	-	-		7,000
Franchise charges - utilities	84,626	_	_	84,626	88,147
Other	3,820	_	_	3.820	5,215
Intergovernmental Revenues:	5,020			0,020	0,210
Federal Receipts					
Grants	_	_	40,000	40,000	_
TVA	676			676	276
General Municipal Aid (From State)	991	_	_	991	991
State Shared Revenues:	001			001	
Sales Taxes	309,735	_	<u>.</u> .	309,735	402,717
Gasoline Tax	-	6,088	_	6,088	6,088
Motor Vehicle Tax	55,211	-	_	55,211	55,648
Fire Insurance Premium Distribution	-	11,131	_	11,131	12,750
Law Enforcement Grants	2,720	-	-	2,720	2,746
MEMA Grant	-,	-	-	-,	1,561
County Grants and Shared Receipts					,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Road Taxes	30,930	-	_	30,930	30,075
Fire Calls	•	6,958	-	6,958	8,192
Interest income	2,819	80	2,525	5,424	5,442
Rent	66,670	-	-	66,670	61,435
Sale of Cemetery Lots	1,000	-	-	1,000	4,350
Sale of Vehicles	-	-	-	-	606
Contribution from Businesses and Individuals	2,109	-	-	2,109	2,320
Charges For Services:					
Water Utility	-	-	701,815	701,815	657,886
Garbage Collection	126,474	-	-	126,474	125,665
Summer Recreation Program	8,115	-	-	8,115	9,135
Fines and Forfeits	49,474	-	-	49,474	50,439
Miscellaneous Receipts	922	-	1,278	2,200	716
Utility Refund	-	-	-	-	12,293
Drug Seized Funds	_	-	-	-	847
Total Deposits	£4.040.040	¢ 24257	r 745.640	£ 4 940 704	¢ 1 072 012
Total Receipts	\$1,049,919	\$ 24,257	\$ 745,618	\$ 1,819,794	φ 1,013,U13

The accompanying notes are an integral part of this financial statement.

### CITY OF UNION, MISSISSIPPI COMBINED STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS (ALL FUNDS) For the Year Ended September 30, 2017

			Sı	oecial	Р	roprietary	T o t (Memorano			
	G	eneral	Re	venue		<u>Fund</u>		2017		2016
DISBURSEMENTS										
General Government (Executive and Financial) Public Safety	\$ 2	262,772	\$	-	\$	-	\$	262,772	\$	251,043
Police	5	31,735		-		-		531,735		509,293
Fire		17,261		2,996		-		20,257		18,695
Highways and Streets	1	34,174		-		-		134,174		92,924
Sanitation	1	07,891		-		-		107,891		105,647
Culture and Recreation:										
Parks		16,622		-		-		16,622		14,321
Library		17,963		-		-		17,963		14,878
Enterprise:										
Water Utility		-		-		733,388		733,388		675,902
Bonds Retired		37,106		-		-		37,106		42,294
Bank Loans and Capital Lease Payments Repaid		29,509		-		65,302		94,811		126,403
Total Disbursements	1,1	55,033		2,996		798,690	_	1,956,719	_	1,851,400
Excess (Deficiency) of receipts over										
disbursements	(1	05,114)		21,261		(53,072)		(136,925)	_	21,613
OTHER FINANCING SOURCES (USES)										
Loan Proceeds		34,213		-		48,000		82,213		74,363
Transfers		1,295		(6,088)		4,793	_			<u>-</u>
Total other financing resourses (uses)		35,508		(6,088)		52,793	_	82,213	_	74,363
Excess (Deficiency) of receipts and other financing sources over disbursements										
and other financing uses	(	(69,606)		15,173		(279)		(54,712)		95,976
CASH BASIS FUND BALANCE -										
BEGINNING OF YEAR	1,0	59,439	1	55,116		529,994	_	1,744,549	_	,648,573
CASH BASIS FUND BALANCE -										
END OF YEAR	\$ 9	89,833	\$ 1	70,289	\$	529,715	\$	1,689,837	\$ *	,744,549

### CITY OF UNION, MISSISSIPPI NOTES TO THE FINANCIAL STATEMENT September 30, 2017

### Note 1 Summary of Significant Accounting Policies

### A. General Information

The city operates under the mayor/board of alderman form of government and provides services as authorized by law.

### Reporting Entity

The financial statement of the city consists of all the funds of the city.

### **Fund Accounting**

The accounts of the city are organized on the basis of funds, each of which is considered a separate accounting entity.

### **Basis of Accounting**

The financial statement is prepared on a cash receipts and disbursements basis, as prescribed by the Office of the State Auditor. Consequently, certain revenues are recognized when received rather than when earned, and certain expenses are recognized when paid rather than when the obligation is incurred.

### B. Report Classifications

Receipts and disbursements were classified according to requirements for small cities in the State of Mississippi as prescribed by the Office of the State Auditor.

#### Note 2 Interfund Assets/Liabilities

The following is a summary of due from/to other funds:

	Du	e From	<b>Due To</b>				
General Fund Water and Sewer Enterprise Fund Special Revenue Fund	\$	3,881	\$	12,400			
Water and Sewer Enterprise Fund General Fund		-		3,881			
Special Revenue Fund							
General Fund		12,400					
	\$	16,281	\$	16,281			

### CITY OF UNION, MISSISSIPPI NOTES TO THE FINANCIAL STATEMENT September 30, 2017

### Note 3 Commitments and Contingencies

Over the past seventeen years, the City has collected \$29,547 more than it spent on the revenue raised from the Library millage. This amount must be spent in the future on the Library.

Several water meters are broken and are not read each month. Each water customer is charged the minimum bill each month. In the opinion of management, the cost of replacing these meters exceeds any potential revenue enhancements.

### CITY OF UNION, MISSISSIPPI SCHEDULE OF INVESTMENTS - ALL FUNDS September 30, 2017

OWNERSHIP	TYPE OF INVESTMENT	INTEREST RATE	ACQUISITION DATE	MATURITY DATE	OTHER INFORMATION	 ESTMENT ST/VALUE	
General Fund	Certificate of Deposit	0.75%	12/15/2016	12/15/2017	The Citizens Bank	\$ 53,810	
General Fund	Certificate of Deposit	0.75%	12/15/2016	12/15/2017	The Citizens Bank	53,810	
Water and Sewer Fund	Certificate of Deposit	0.85%	5/8/2017	11/8/2018	The Citizens Bank	 279,636	,
TOTAL INVESTMENTS						\$ 387,256	

#### CITY OF UNION, MISSISSIPPI SCHEDULE OF CAPITAL ASSETS For the Year Ended September 30, 2017

				Transac During Fis					
	Beginning <u>Balance</u>		•		Decre	eases	Ending <u>Balance</u>		
Governmental activities:									
Capital Assets:									
Land	\$	1,693,401	\$		\$	-	\$	1,693,401	
Buildings		868,242		-				868,242	
Machinery and Equipment		1,264,148		37,746		-		1,301,894	
Infrastructure		2,322,843		32,000		-		2,354,843	
Construction in process		· <u>-</u>						<u>-</u>	
Total Governmental acitivites capital assets	\$	6,148,634	\$	69,746	\$	-	\$	6,218,380	
Business-type activities:									
Capital Assets:									
Land	\$	50,700	\$	-	\$	~	\$	50,700	
Buildings		533,273		-		-		533,273	
Machinery and Equipment		560,535		26,365		-		586,900	
Infrastructure		4,240,010		-		-		4,240,010	
Construction in process				40,000		-		40,000	
Total Business-type activities capital assets	_\$	5,384,518	\$	66,365	\$	-	\$	5,450,883	

#### CITY OF UNION, MISSISSIPPI SCHEDULE OF CHANGES IN LONG TERM DEBT For the Year Ended September 30, 2017

	Balance Outstanding October 1, 2016			Transac During Fis			Balance		
			_	Issued	Redeemed			tanding er 30, 2017	
DEFINITION AND PURPOSE:									
General Obligation Bonds:									
Street Improvements, 2011	\$	430,000	\$	-	\$	20,000	\$	410,000	
Other Long-term Debt:									
Wastewater Treatment Improvements		51,109		-		27,405		23,704	
Bank Loan		57,917		-		12,917		45,000	
Police Car		3,376		-		3,376		-	
Tractor and Cutter		7,614		-		7,614		-	
Excavator		26,335		-		24,265		2,070	
2016 Ford Police Interceptor		18,050		-		14,564		3,486	
2017 Ford Police Interceptor		-		34,213		6,042		28,171	
2017 Form F350		-		26,365		2,199		24,166	
Bank Loan				<u>48,200</u>		-		48,200	
	_	164,401		108,778		98,382		174,797	
TOTAL	\$	594,401	\$	108,778	\$	118,382	\$	584,797	

### CITY OF UNION, MISSISSIPPI SCHEDULE OF SURETY BONDS FOR MUNICIPAL OFFICIALS AND EMPLOYEES September 30, 2017

<u>N a m e</u>	<u>Position</u>	Surety	Bond mount
Cheryl A. Chaney	City Clerk	Western Surety Company	\$ 50,000
Joan Mulford	Secretary	Western Surety Company	\$ 50,000
Wayne Welch	Mayor	Travelers Casualty & Surety Company of America	\$ 50,000
Paul Lowery	Alderman	Travelers Casualty & Surety Company of America	\$ 50,000
Billy McCune	Alderman	Travelers Casualty & Surety Company of America	\$ 50,000
Rex Germany	Alderman	Travelers Casualty & Surety Company of America	\$ 50,000
Harvey Hickmon	Alderman	Travelers Casualty & Surety Company of America	\$ 50,000
H. Stanley Walker	Alderman	Travelers Casualty & Surety Company of America	\$ 50,000
Billy Pat Walker	Police Chief	Western Surety Company	\$ 50,000
David Gilmore	Police Officer	Western Surety Company	\$ 50,000
Police Department Part-time Employees	Police Officer	Western Surety Company	\$ 100,000
Timothy Munn	Police Officer	Western Surety Company	\$ 50,000
James David Boatner	Police Officer	Western Surety Company	\$ 50,000
Shawn M. Shoemake	Police Officer	Western Surety Company	\$ 50,000
Lawrence Edward Card	Police Officer	Western Surety Company	\$ 50,000
Tammy	Drug Dog	JGA	\$ 4,500

See accompanying notes and accountant's report.

**Certified Public Accountants** 

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

Honorable Mayor and Board of Aldermen City of Union, Mississippi

We have audited the combined statement of cash receipts and disbursements (all funds) of the City of Union, Mississippi for the year ended September 30, 2017, and have issued our report dated November 29, 2017. We have conducted our audit in accordance with auditing standards generally accepted in the United State of America.

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 an objective of our audit and, accordingly, we do not express such an opinion.

The results of those procedures and our audit of the financial statement disclosed the following material instances of noncompliance with state laws and regulations. Our findings and recommendations and your response are as follows:

Finding: An itemized report of all revenues, cost and expenses incurred during the

immediately preceding year in operating the garbage collection system was not published. The finding was noted in the previous year's audit.

Recommendation: This report should be published in the local newspaper

Response: In future years, this report will be published.

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's management and the 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.

Price & Co.

Forest, Mississippi

Frie + Co.

November 29, 2017