

July 24, 2019

Council Members and Mayor  
City of Hampton, Georgia  
17 East Main Street South  
Hampton, Georgia 30228

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of City of Hampton, Georgia (“City”) for the year ended September 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), 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 February 18, 2019. 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 are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2018. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

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 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 the financial statements taken as a whole.

*Disagreements with Management*

For purposes of this letter, a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements 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 July 24, 2019.

*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 governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, 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 governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

See attached letter for listing of material weaknesses discovered during the audit.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Council Members and management of City of Hampton, Georgia and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,



Fulton & Kozak, LLC

CITY OF HAMPTON, GEORGIA

ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED SEPTEMBER 30, 2018

TOGETHER WITH

INDEPENDENT AUDITOR'S REPORT

**CITY OF HAMPTON, GEORGIA**  
**ANNUAL FINANCIAL REPORT**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

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**CITY OF HAMPTON, GEORGIA**

**CITY OFFICIALS**

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**CITY COUNCIL**

Steve Hutchinson, Mayor

Stephanie Bodie

Elton Brown

Henry Byrd

Errol Mitchell

Ann Tarpley

Willie Turner

**CITY CLERK**

Melissa Brooks

**INDEPENDENT AUDITOR'S REPORT**

To the Honorable Mayor and Members of City Council  
City of Hampton, Georgia

**Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Hampton, Georgia (the "City") as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

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

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

***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 of material misstatement.

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

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

***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Hampton, Georgia as of September 30, 2018 and the respective changes in financial position, and, where applicable, cash flow, and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 12 and pension information on pages 46 and 47 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise City of Hampton, Georgia's basic financial statements. The combining and individual nonmajor fund financial statements, and the Schedule of Projects Constructed with Special Purpose Local Option Sales Tax are presented for purposes of additional analysis and are not a required part of the financial statements.

The combining and individual nonmajor fund financial statements and the Schedule of Projects Constructed with Special Purpose Local Option Sales Tax are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and the Schedule of Projects Constructed with Special Purpose Local Option Sales Tax are fairly stated in all material respects, in relation to the basic financial statements taken as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued a report dated July 24, 2019 on our consideration of the City of Hampton's internal controls over financial reporting and on our tests of its compliance with certain provisions of laws, regulation, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* in considering City of Hampton, Georgia's internal control over financial reporting and compliance.

*Tutu & Kegler LLC*

Morrow, Georgia  
July 24, 2019

**CITY OF HAMPTON**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management on the City of Hampton, we offer readers of the City of Hampton's financial statements this narrative overview and analysis of the financial activities of the City of Hampton for fiscal year ended September 30, 2018. We encourage readers to consider the information presented here in conjunction with their review of the financial statements.

**Financial Highlights**

- The assets of the City of Hampton exceeded its liabilities at September 30, 2018 by \$29,226,144. Of this amount unrestricted net position, of \$9,289,148 may be used to meet the government's ongoing obligations to citizens and creditors. The \$9,289,148 in unrestricted net position is further allocated \$7,380,573 to governmental-type activities and \$1,908,575 to business-type activities.
- The total net position increased by \$1,910,586. Of this amount a net increase of \$1,020,804 was associated with governmental activities, and an increase of \$889,782 associated with business-type activities.
- As of the close of the current fiscal period, the City of Hampton's governmental funds reported combined ending fund balances of \$10,610,427, an increase of \$162,193 in comparison with the prior year. Of this amount \$31,988 is non-spendable, \$3,220,243 is restricted, and \$7,358,196 is unassigned. The unassigned of \$7,358,196 consists of various assets netted against their respective liabilities. See page 15 for a detail and page 16 for a reconciliation to the governmental activities net position.
- It is anticipated that the business-type activities' unrestricted net position of \$1,908,575 will be used for improvements and expansion of the City's water and sewer facilities.
- At the end of the current year, unassigned fund balance for the general fund was \$7,358,196 or 179 percent of total General Fund expenditures, not including transfers to other funds.
- The City of Hampton's total debt obligations (including accrued compensated absences) decreased by \$1,657,582 to a total of \$5,572,212.

**Overview of the Financial Statements**

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

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

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

**CITY OF HAMPTON**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS - Continued**

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

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City of Hampton include general government, public safety and courts, highways and streets, parks and recreation, community development, economic development, and code enforcement. The business-type activities of the City are water and sewer, solid waste management and electrical supply.

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

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

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

The City maintains three major governmental funds. The City's major governmental funds are the General Fund, SPLOST IV Fund, and Capital Improvements Fund. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for these major funds.

The City of Hampton adopts an annual budget for all of its governmental funds. Budgetary comparison statements have been provided for the General Fund to demonstrate compliance with the fiscal year 2018 budget. An annual budget for the non-major funds and a project length budget for the SPLOST Capital Projects Funds have been adopted by the City and are presented in the individual fund financial statements.

**Proprietary funds.** Enterprise funds (a component of proprietary funds) are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses a utility enterprise fund to account for its water and sewer, solid waste management and electrical supply activities. The City's Utility Enterprise Fund is considered by the City to be a major fund.

Proprietary funds provide the same type of information as government-wide financial statements, only in more detail.

**CITY OF HAMPTON**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS - Continued**

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** In addition to the basic financial statement and accompanying notes, this report also presents certain other supplementary information which consists of individual fund financial statements.

**Government-wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At September 30, 2018, the City's assets exceeded liabilities by \$29,226,144. The City's net position reflects its investment in capital assets (59.0 percent), less any related debt used to acquire those assets that is still outstanding. Capital assets are used to provide services to citizens and they are not available for future spending. Although the investment in capital assets are reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. Of the total net position, \$2,690,874 (9.2 percent) is restricted for capital projects and other specified activities and \$9,289,148 (31.8 percent) is unrestricted, allocated between the governmental activities (\$7,380,573) and the business-type activities (\$1,908,575).

**City of Hampton's Net Position**

	Governmental Activities		
	<u>2018</u>	<u>2017</u>	<u>Change</u>
Current and other assets	\$ 10,932,597	\$ 10,526,514	\$ 406,083
Capital assets	<u>8,467,969</u>	<u>7,662,594</u>	<u>805,375</u>
Total assets	<u>19,400,566</u>	<u>18,189,108</u>	<u>1,211,458</u>
Deferred outflows of resources	<u>159,636</u>	<u>32,757</u>	<u>126,879</u>
Current liabilities	769,713	503,288	266,425
Long-term liabilities	<u>71,584</u>	<u>72,351</u>	<u>(767)</u>
Total liabilities	<u>841,297</u>	<u>575,639</u>	<u>265,658</u>
Deferred inflows of resources	<u>190,449</u>	<u>138,574</u>	<u>51,875</u>
Net position:			
Net investment in capital assets	8,457,009	7,641,294	815,715
Restricted	2,690,874	2,106,196	584,678
Unrestricted	<u>7,380,573</u>	<u>7,760,162</u>	<u>(379,589)</u>
Total net position	<u>\$ 18,528,456</u>	<u>\$ 17,507,652</u>	<u>\$ 1,020,804</u>

**City of Hampton's Net Position – Continued**

	Business-type Activities		
	2018	2017	<u>Change</u>
Current and other assets	\$ 2,759,914	\$ 3,183,198	\$ (423,284)
Capital assets	<u>14,278,781</u>	<u>14,610,977</u>	<u>(332,196)</u>
Total assets	<u>17,038,695</u>	<u>17,794,175</u>	<u>(755,480)</u>
Deferred outflows of resources	<u>93,355</u>	<u>18,971</u>	<u>74,384</u>
Current liabilities	1,482,068	1,394,720	87,348
Long-term liabilities	<u>4,840,920</u>	<u>6,530,266</u>	<u>(1,689,346)</u>
Total liabilities	<u>6,322,988</u>	<u>7,924,986</u>	<u>(1,601,998)</u>
Deferred inflows of resources	<u>111,374</u>	<u>80,254</u>	<u>31,120</u>
Net position:			
Net investment in capital assets	8,789,113	7,463,874	1,325,239
Unrestricted	<u>1,908,575</u>	<u>2,344,032</u>	<u>(435,457)</u>
Total net position	<u>\$ 10,697,688</u>	<u>\$ 9,807,906</u>	<u>\$ 889,782</u>

	Total		
	2018	2017	<u>Change</u>
Current and other assets	\$ 13,692,511	\$ 13,709,712	\$ (17,201)
Capital assets	<u>22,746,750</u>	<u>22,273,571</u>	<u>473,179</u>
Total assets	<u>36,439,261</u>	<u>35,983,283</u>	<u>455,978</u>
Deferred outflows of resources	<u>252,991</u>	<u>51,728</u>	<u>201,263</u>
Current liabilities	2,251,781	1,898,008	353,773
Long-term liabilities	<u>4,912,504</u>	<u>6,602,617</u>	<u>(1,690,113)</u>
Total liabilities	<u>7,164,285</u>	<u>8,500,625</u>	<u>(1,336,340)</u>
Deferred inflows of resources	<u>301,823</u>	<u>218,828</u>	<u>82,995</u>
Net position:			
Net investment in capital assets	17,246,122	15,105,168	2,140,954
Restricted	<u>2,690,874</u>	<u>2,106,196</u>	<u>584,678</u>
Unrestricted	<u>9,289,148</u>	<u>10,104,194</u>	<u>(815,046)</u>
Total net position	<u>\$ 29,226,144</u>	<u>\$ 27,315,558</u>	<u>\$ 1,910,586</u>

A portion of the net position (\$2,690,874) represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position (\$9,289,148) may be used to meet the government's ongoing obligations to citizens and creditors.

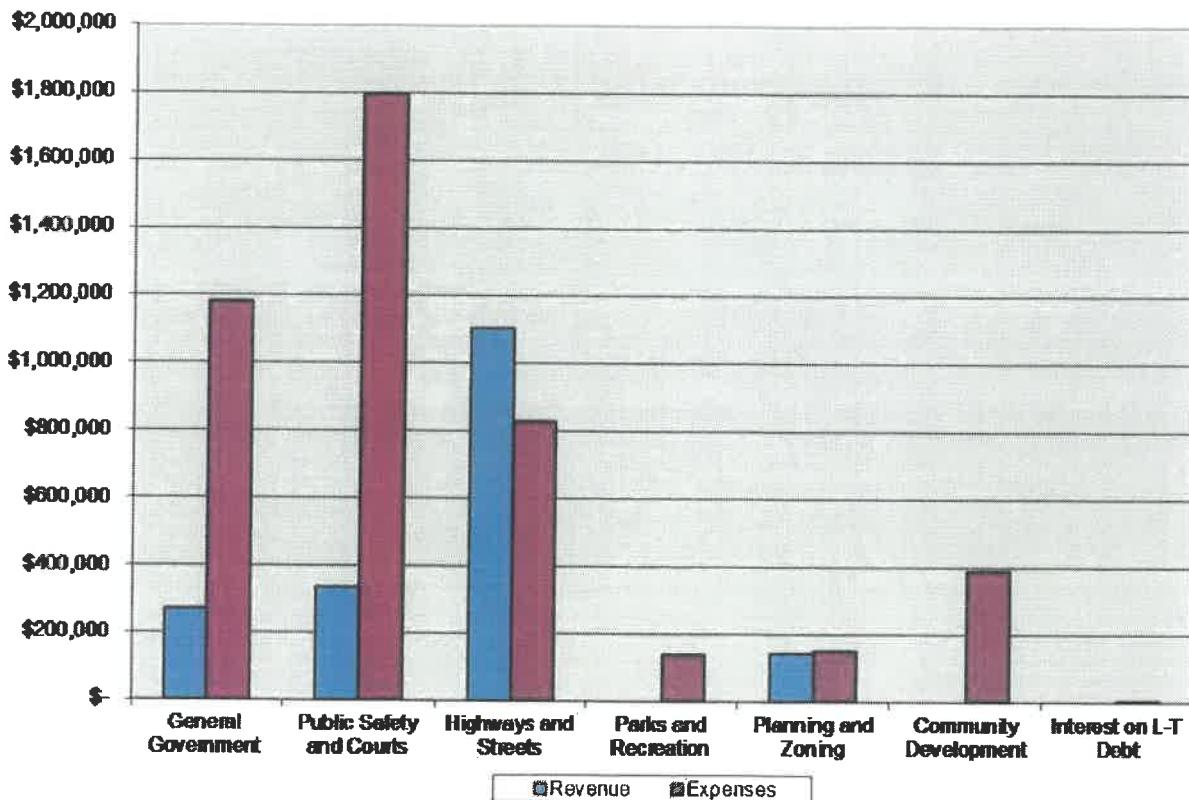
**City of Hampton's Change in Net Position**

(In millions of dollars)

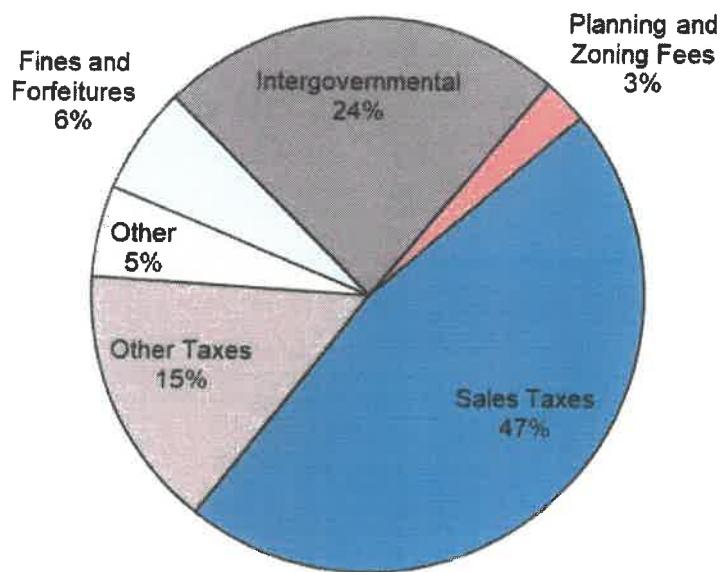
	Governmental Activities		Business-type Activities		Total	
	2018	2017	2018	2017	2018	2017
<b>Revenue:</b>						
Program Revenues –						
Charges for services	\$ 0.5	\$ 0.5	\$ 6.9	\$ 6.6	\$ 7.4	\$ 7.1
Capital grants and contributions	1.3	1.1	0.2	0.4	1.5	1.5
General Revenues –						
Sales taxes	2.5	2.3	0.0	0.0	2.5	2.3
Other taxes	0.8	0.8	0.0	0.0	0.8	0.8
Interest	0.0	0.0	0.0	0.0	0.0	0.0
Other	0.3	0.2	0.0	0.0	0.3	0.2
Contributions	0.0	0.6	0.0	0.0	0.0	0.6
Total Revenues	<u>5.4</u>	<u>5.5</u>	<u>7.1</u>	<u>7.0</u>	<u>12.5</u>	<u>12.5</u>
<b>Expenses:</b>						
General government	1.2	1.1	0.0	0.0	1.2	1.1
Public safety and courts	1.8	1.7	0.0	0.0	1.8	1.7
Highways and streets	0.8	1.0	0.0	0.0	0.8	1.0
Parks and recreation	0.1	0.1	0.0	0.0	0.1	0.1
Planning and zoning	0.1	0.1	0.0	0.0	0.1	0.1
Community development	0.4	0.2	0.0	0.0	0.4	0.2
Sewer	0.0	0.0	1.0	1.0	1.0	1.0
Water	0.0	0.0	1.3	1.3	1.3	1.3
Solid waste	0.0	0.0	0.5	0.4	0.5	0.4
Electric	0.0	0.0	3.3	3.4	3.3	3.4
Total Expenses	<u>4.5</u>	<u>4.3</u>	<u>6.1</u>	<u>6.1</u>	<u>10.6</u>	<u>10.4</u>
Increase in net position before transfers	0.9	1.2	1.0	0.9	1.9	2.1
Transfers	<u>0.1</u>	<u>0.4</u>	<u>(0.1)</u>	<u>(0.4)</u>	<u>0.0</u>	<u>0.0</u>
Increase in net position	1.0	1.6	0.9	0.5	1.9	2.1
Net position – beginning of the year	<u>17.5</u>	<u>15.9</u>	<u>9.8</u>	<u>9.3</u>	<u>27.3</u>	<u>25.2</u>
Net position – end of year	<u>\$ 18.5</u>	<u>\$ 17.5</u>	<u>\$ 10.7</u>	<u>\$ 9.8</u>	<u>\$ 29.2</u>	<u>\$ 27.3</u>

**Governmental activities.** Governmental activities increased the City of Hampton's net position by \$1,020,804.

#### EXPENSES AND PROGRAM REVENUES – GOVERNMENTAL ACTIVITIES

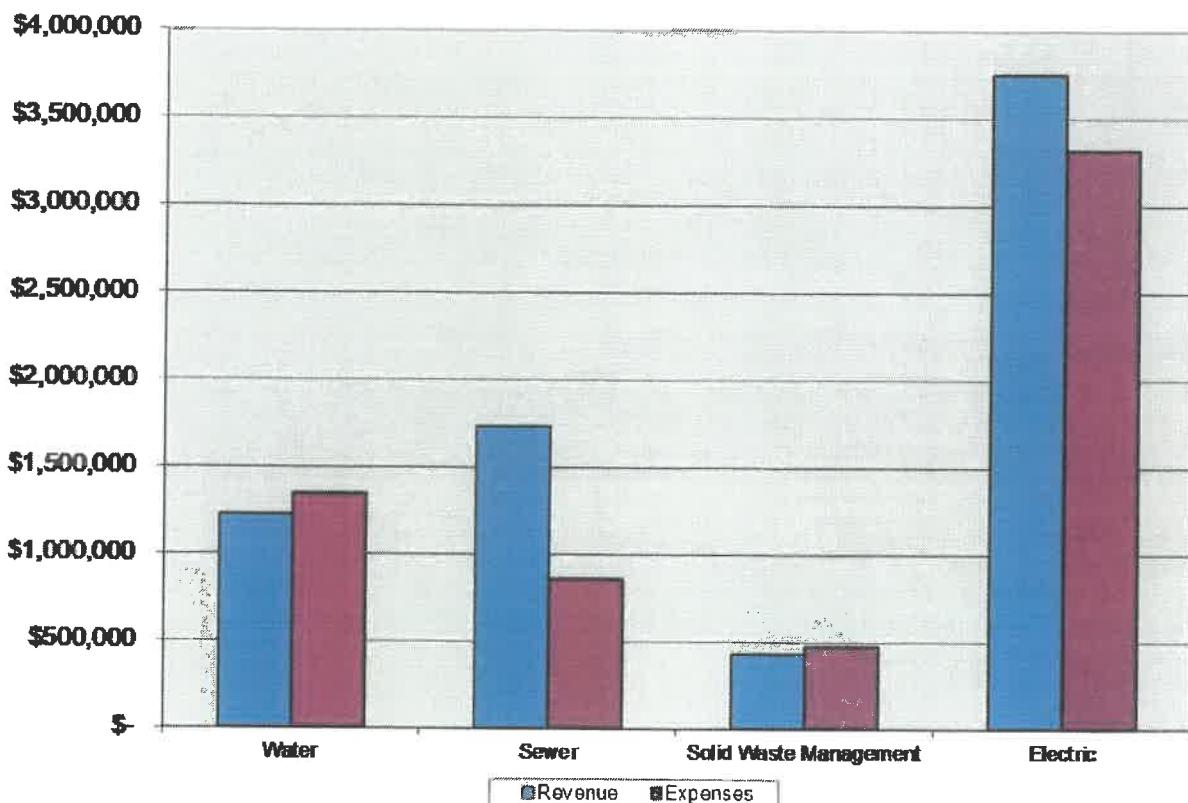


### REVENUE BY SOURCE-GOVERNMENTAL ACTIVITIES



**Business-type activities.** Business-type activities increased the City's net position by \$889,782.

#### EXPENSES AND PROGRAM REVENUES-BUSINESS-TYPE ACTIVITES



#### Financial Analysis of the Government's Funds

As noted earlier, the City of Hampton used fund accounting to ensure and demonstrate compliance with finance related legal requirements.

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

At September 30, 2018 the City's governmental funds reported combined ending fund balances of \$10,610,427, an increase of \$162,193 in comparison to the prior year. Of this amount, \$7,358,196 (69.3 percent) is unassigned fund balances, which is available for spending at the government's discretion, and \$31,988 of fund balance is non-spendable from prepaid assets. The remainder of fund balance is reserved to indicate that it is not available for new spending because it has already been committed 1) to pay for capital items most of which is funded by the proceeds of the Special Purpose Local Option Sales Tax and Development Impact Fees (\$2,660,825); 2) for Police Activities (\$30,049); 3) for Hotel/Motel (\$23,405), and 4) for Downtown Development Authority (\$505,964).

The General Fund is the City's chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$7,358,196 while the total fund balance totaled \$7,420,233. As a measure of the general fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 179 percent of the total general fund expenditures, while total fund balance represents 180 percent of that same amount.

During the current fiscal year, the fund balance of the City's general fund decreased by \$306,459. The City collected a total of \$2,518,810 in Local Option Sales Taxes for 2018, an increase of 7.3% from 2017. Fines and forfeitures decreased by .4% to \$336,697 in 2018. Overall, the City's general fund revenue increased by \$306,738. At the same time, the expenditures increased by \$524,251 from 2017 amounts.

The City of Hampton received \$1,100,938 in Special Purpose Local Option Sales Taxes in 2018. Major expenditures during 2018 of the SPLOST funds were: 1) Street improvements (\$130,444); 2) City Hall improvements (\$106,083); 3) park projects (\$100,000); 4) public safety vehicles (\$56,440); and 5) public works facilities (\$156,371).

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

Unrestricted net position of the proprietary funds at the end of the year was \$1,908,575. Other factors concerning the finances of proprietary funds have already been addressed in the discussion of the City's business-type activities.

### **General Fund Budgetary Highlights**

The original Current General Government expenditures budget of \$1,212,846 was amended to \$1,099,826, a decrease of \$113,020. This amendment was for a decrease in building maintenance during the current year. Additionally, the original Current Community Development expenditures budget of \$247,234 was amended to \$397,987, an increase of \$150,753. This amendment was for projects resulting from grants received during the year.

### **Capital Asset and Debt Administration**

**Capital assets.** The City's investment in capital assets for its governmental and business-type activities at September 30, 2018 amounts to \$22,746,750 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements, automobiles and equipment, sidewalks, bridges and roads.

Major capital asset events during the current fiscal year included the following:

- \$ 517,227 for water, sewer, and electrical improvements
- \$ 492,442 for building renovations and improvements
- \$ 377,302 for sidewalk, streets, and drainage projects
- \$ 324,695 for park renovations
- \$ 122,267 for public utility improvements
- \$ 84,660 for new police and streets vehicles
- \$ 69,114 for general, police, streets, and parks equipment
- \$ 10,385 for sewer department equipment

Additional information on the City's capital assets can be found in note 8.

**Long-term debt.** At the end of the current fiscal year, the City had \$5,572,212 in outstanding debt consisting of the following:

**City of Hampton's Outstanding Debt**

	<u>Balance</u>
Governmental Activities –	
Accrued compensated absences	\$ 71,584
Capital leases	10,960
Business-Type Activities –	
Bonds	5,488,843
Capital leases	<u>825</u>
Total	<u>\$ 5,572,212</u>

The City's total debt decreased by \$1,657,582. Additional information on the City's long-term debt can be found in note 9.

**Requests for Information**

This financial report is designed to provide a general overview of the City of Hampton's finances, comply with finance-related laws and regulations, and demonstrate the City's commitment to public accountability. Questions concerning this report or requests for additional information can be obtained by contacting the City at (770) 946-4306 or at the following address:

City of Hampton  
Finance Department  
17 East Main Street  
Hampton, GA 30228

**CITY OF HAMPTON, GEORGIA**  
**STATEMENT OF NET POSITION**  
**SEPTEMBER 30, 2018**

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
<b>Assets</b>			
Cash	\$ 8,162,994	\$ 1,523,606	\$ 9,686,600
Investments	2,140,595	-	2,140,595
Receivables (net of allowance for uncollectible)			
Taxes	224,103	-	224,103
Accounts	2,609	597,348	599,957
Fines	18,918	-	18,918
Loan	284,291	-	284,291
Intergovernmental	21,099	-	21,099
Materials and supplies inventory	-	619,038	619,038
Property held for sale	46,000	-	46,000
Prepaid items	31,988	19,922	51,910
Non-depreciable capital assets	725,706	-	725,706
Depreciable capital assets, net	<u>7,742,263</u>	<u>14,278,781</u>	<u>22,021,044</u>
Total assets	<u>\$ 19,400,566</u>	<u>\$ 17,038,695</u>	<u>\$ 36,439,261</u>
<b>Deferred Outflows of Resources</b>			
Pension	159,636	93,355	252,991
Total deferred outflows of resources	<u>159,636</u>	<u>93,355</u>	<u>252,991</u>
<b>Liabilities</b>			
Accounts payable			
Operating	\$ 279,813	\$ 25,732	\$ 305,545
Accrued liabilities –			
Wages	25,531	3,273	28,804
Compensated absences	-	47,279	47,279
Customer deposits	-	463,579	463,579
Interest	-	9,835	9,835
Other	16,826	28,310	45,136
Net pension liability	436,583	255,312	691,895
Long-term liabilities –			
Due within one year	10,960	648,748	659,708
Due in more than one year	<u>71,584</u>	<u>4,840,920</u>	<u>4,912,504</u>
Total liabilities	<u>841,297</u>	<u>6,322,988</u>	<u>7,164,285</u>
<b>Deferred Inflows of Resources</b>			
Pension	190,449	111,374	301,823
Total deferred inflows of resources	<u>190,449</u>	<u>111,374</u>	<u>301,823</u>
<b>Net position</b>			
Net investment in capital assets	8,457,009	8,789,113	17,246,122
Restricted for –			
Capital projects	2,660,825	-	2,660,825
Police activities	30,049	-	30,049
Unrestricted	<u>7,380,573</u>	<u>1,908,575</u>	<u>9,289,148</u>
Total net position	<u>\$ 18,528,456</u>	<u>\$ 10,697,688</u>	<u>\$ 29,226,144</u>

See accompanying notes to financial statements

**CITY OF HAMPTON, GEORGIA**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Capital Contributions	Governmental Activities	Business-Type Activities	Total	
<b>Governmental activities:</b>							
<b>Primary government:</b>							
General government	\$ 1,181,445	\$ 15,651	\$ 170,438	\$ (995,356)	\$ (995,356)		
Public safety and courts	1,798,110	336,697	-	(1,461,413)	(1,461,413)		
Public works	826,885	-	1,104,016	277,131	277,131		
Parks and recreation	139,389	-	-	(139,389)	(139,389)		
Planning and zoning	149,135	143,984	-	(5,151)	(5,151)		
Community development	388,954	3,719	-	(385,235)	(385,235)		
Interest on long-term debt	<u>1,374</u>	<u>500,051</u>	<u>1,274,454</u>	<u>(1,374)</u>	<u>(1,374)</u>		
Total government activities	<u><u>4,485,292</u></u>	<u><u>500,051</u></u>	<u><u>1,274,454</u></u>	<u><u>(2,710,787)</u></u>	<u><u>(2,710,787)</u></u>		
Business-type activities:							
Sewer	995,094	1,547,475	189,586	-	741,967		
Water	1,343,683	1,194,738	34,314	-	(114,631)	(114,631)	
Sanitation	471,114	429,394	24,304	-	(17,416)	(17,416)	
Electric	<u>3,317,715</u>	<u>3,724,218</u>	<u>248,204</u>	<u>-</u>	<u>406,503</u>	<u>406,503</u>	
Total business-type activities	<u><u>6,127,606</u></u>	<u><u>6,895,825</u></u>	<u><u>\$ 1,522,658</u></u>	<u><u>\$ 7,395,876</u></u>	<u><u>1,016,423</u></u>	<u><u>1,016,423</u></u>	
Total primary government	<u><u>\$ 10,612,898</u></u>						
<b>General revenues:</b>							
Franchise taxes		199,822	-	-	199,822		
Sales taxes		2,518,810	-	-	2,518,810		
Insurance premium taxes		463,233	-	-	463,233		
Other taxes		165,727	-	-	165,727		
Interest earnings		19,851	-	-	19,851		
Other		250,134	-	-	250,134		
Contributions not restricted to specific programs		33,837	-	-	33,837		
Loss on sale of assets		<u>(48,973)</u>	-	-	<u>(48,973)</u>		
Total general revenues		<u>3,602,441</u>	<u>2,509</u>	<u>-</u>	<u>3,604,950</u>		
Transfers		<u>129,150</u>	<u>(129,150)</u>	<u>-</u>	<u>(129,150)</u>		
Total general revenues and transfers		<u>3,731,591</u>	<u>(126,641)</u>	<u>-</u>	<u>3,604,950</u>		
Change in net position		<u>1,020,804</u>	<u>889,782</u>	<u>-</u>	<u>1,910,586</u>		
Net position – beginning of period		<u><u>17,507,652</u></u>	<u><u>9,807,906</u></u>	<u><u>-</u></u>	<u><u>27,315,558</u></u>		
Net position – end of period		<u><u>\$ 18,538,456</u></u>	<u><u>\$ 10,697,688</u></u>	<u><u>-</u></u>	<u><u>\$ 29,226,144</u></u>		

See accompanying notes to financial statements

**CITY OF HAMPTON, GEORGIA**  
**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
**SEPTEMBER 30, 2018**

	General	SPLOST IV Capital Projects	Capital Improvement Capital Projects		Other Governmental Funds	Total
<b>Assets</b>						
Cash	\$ 5,302,520	\$ 2,660,825	\$ -	\$ -	\$ 199,649	\$ 8,162,994
Investments	2,140,595	-	-	-	-	2,140,595
Receivables (net of allowance for uncollectibles)						
Taxes	222,541	-	-	-	1,562	224,103
Accounts	2,609	-	-	-	-	2,609
Fines	18,918	-	-	-	-	18,918
Loan	-	-	-	-	284,291	284,291
Intergovernmental	21,099	-	-	-	-	21,099
Land held for sale	-	-	-	-	46,000	46,000
Prepaid items	31,988	-	-	-	-	31,988
Total assets	\$ 7,740,270	\$ 2,660,825	\$ -	\$ -	\$ 531,502	\$ 10,932,597
<b>Liabilities</b>						
Accounts payable						
Operating	\$ 277,680	\$ -	\$ -	\$ -	\$ 2,133	\$ 279,813
Accrued liabilities						
Wages	25,531	-	-	-	-	25,531
Other	16,826	-	-	-	-	16,826
Total liabilities	320,037	-	-	-	2,133	322,170
<b>Fund balances</b>						
Non-spendable: prepaid expenses	31,988	-	-	-	-	31,988
Restricted: police activities	30,049	-	-	-	-	30,049
Restricted: capital projects	-	2,660,825	-	-	-	2,660,825
Restricted: hotel/motel	-	-	-	-	23,405	23,405
Restricted: Downtown Development Authority	-	-	-	-	505,964	505,964
Unassigned	7,358,196	-	-	-	-	7,358,196
Total fund balances	7,420,233	2,660,825	-	-	529,369	10,610,427
Total liabilities and fund balances	\$ 7,740,270	\$ 2,660,825	\$ -	\$ -	\$ 531,502	\$ 10,932,597

See accompanying notes to financial statements

**CITY OF HAMPTON, GEORGIA**  
**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF NET POSITION**  
**SEPTEMBER 30, 2018**

Amounts reported for governmental activities in the statement of net position are different because:

Total fund balances – total governmental funds	\$ 10,610,427
Capital assets used in governmental activities are not financial resources and, therefore are not reported in the funds.	8,467,969
Net pension liability	(436,583)
Deferred outflows of resources related to the recording of the net pension liability are recognized as expense over time and, therefore, are not reported in the funds.	159,636
Deferred inflows of resources related to the recording of the net pension liability are not due and payable in the current period and, therefore, are not reported in the funds.	(190,449)
Long-term liabilities are not due and payable in the current period and, therefore, they are not reported in the governmental funds balance sheet.	
Capital leases payable	(10,960)
Accrued compensated absences	<u>(71,584)</u>
Net position of governmental activities	<u>\$ 18,528,456</u>

**CITY OF HAMPTON, GEORGIA**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	General	SPLOST IV Capital Projects	Capital Improvement Capital Projects			Other Governmental Funds	Total
<b>REVENUES</b>							
Taxes	\$ 3,335,203	\$ -	\$ -	\$ -	\$ 12,389	\$ 3,347,592	
Intergovernmental	170,438	1,100,938	-	-	-	1,271,376	
Fines and forfeitures	336,697	-	-	-	-	336,697	
Miscellaneous	250,134	-	-	-	-	250,134	
Licenses and permits	159,635	-	-	-	-	159,635	
Contributions not restricted for specific programs	-	-	-	-	33,837	33,837	
Investments income	19,815	3,078	-	-	36	22,929	
Charges for services	-	-	-	-	2,519	2,519	
Escrow	-	-	-	-	1,200	1,200	
Total revenues	<u>4,271,922</u>	<u>1,104,016</u>	<u>-</u>	<u>-</u>	<u>49,981</u>	<u>5,425,919</u>	
<b>EXPENDITURES</b>							
Current:							
General government	1,155,815	-	-	-	-	1,155,815	
Municipal court	124,190	-	-	-	-	124,190	
Public safety	1,491,262	-	-	-	-	1,491,262	
Highways and streets	413,837	-	-	-	-	413,837	
Parks and recreation	89,831	-	-	-	-	89,831	
Planning and zoning	144,980	-	-	-	-	144,980	
Community development	290,439	-	-	-	53,416	343,855	
Capital:							
General government	57,913	106,083	288,100	-	-	452,096	
Public safety	125,347	56,440	6,987	-	-	188,774	
Public utilities	-	156,371	115	-	-	156,486	
Highways and streets	58,242	130,444	220,282	-	-	408,968	
Parks and recreation	-	100,000	222,711	-	-	322,711	
Planning and zoning	3,812	-	-	-	-	3,812	
Community development	151,954	-	-	-	-	151,954	
Debt service:							
Principal	10,340	-	-	-	-	10,340	
Interest	<u>1,374</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,374</u>	
Total expenditures	<u>4,119,336</u>	<u>549,338</u>	<u>738,195</u>	<u>-</u>	<u>53,416</u>	<u>5,460,285</u>	
Excess of revenues over expenditures	<u>152,586</u>	<u>554,678</u>	<u>(738,195)</u>	<u>-</u>	<u>(3,435)</u>	<u>(34,366)</u>	
Other financing (uses) sources:							
Transfers	(609,045)	-	738,195	-	-	129,150	
Loss on sale of assets	<u>150,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(82,591)</u>	<u>67,409</u>	
Total	<u>(459,045)</u>	<u>-</u>	<u>738,195</u>	<u>-</u>	<u>(82,591)</u>	<u>196,559</u>	
Net change in fund balances	(306,459)	554,678	-	-	(86,026)	162,193	
Fund balance – beginning of period	<u>7,726,692</u>	<u>2,106,147</u>	<u>-</u>	<u>-</u>	<u>615,395</u>	<u>10,448,234</u>	
Fund balance – end of period	<u>\$ 7,420,233</u>	<u>\$ 2,660,825</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 529,369</u>	<u>\$ 10,610,427</u>	

See accompanying notes to financial statements

**CITY OF HAMPTON, GEORGIA**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,**  
**AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

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

Net changes in fund balances – total governmental funds	\$ 162,193
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 capital outlays exceeded depreciation in the current period.	
Capital outlay for the current period	1,470,480
Depreciation expense for the current period	<u>(548,723)</u> 921,757
Payments on capital lease	
	10,340
The net pension liability did not require the use of current financial resources and therefore is not reported as expenditures in governmental funds.	
	53,089
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	
Compensated absences	(10,193)
Loss on disposal of capital assets	<u>(116,382)</u>
Change in net position of governmental activities	<u>\$ 1,020,804</u>

**CITY OF HAMPTON, GEORGIA**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES**  
**IN FUND BALANCE – BUDGET (GAAP BASIS) AND ACTUAL**  
**GENERAL FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	<u>BUDGET AMOUNTS</u>			<u>VARIANCE WITH FINAL BUDGET</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>ACTUAL</u>	
<b>REVENUES</b>				
Taxes	\$ 2,892,773	\$ 2,931,802	\$ 3,335,203	\$ 403,401
Intergovernmental	555,600	555,600	170,438	(385,162)
Fines and forfeitures	300,000	300,000	336,697	36,697
Miscellaneous	137,400	137,400	250,134	112,734
Licenses and permits	139,500	139,500	159,635	20,135
Investments income	3,500	3,500	19,815	16,315
Total revenues	<u>4,028,773</u>	<u>4,067,802</u>	<u>4,271,922</u>	<u>204,120</u>
<b>EXPENDITURES</b>				
Current:				
General government	1,212,846	1,099,826	1,155,815	(55,989)
Municipal court	158,850	158,850	124,190	34,660
Public safety	1,543,024	1,540,477	1,491,262	49,215
Highways and streets	491,179	491,489	413,837	77,652
Parks and recreation	95,915	100,684	89,831	10,853
Planning and zoning	176,954	176,142	144,980	31,162
Community development	247,234	397,987	290,439	107,548
Capital:				
General government	19,760	14,690	57,913	(43,223)
Public safety	97,150	99,747	125,347	(25,600)
Highways and streets	19,000	19,000	58,242	(39,242)
Parks and recreation	6,500	6,500	–	6,500
Planning and zoning	2,000	–	3,812	(3,812)
Community development	44,522	48,571	151,954	(103,383)
Debt service:				
Principal	–	–	10,340	(10,340)
Interest	–	–	1,374	(1,374)
Total expenditures	<u>4,114,934</u>	<u>4,153,963</u>	<u>4,119,336</u>	<u>34,627</u>
Excess of revenues over expenditures	<u>(86,161)</u>	<u>(86,161)</u>	<u>152,586</u>	<u>238,747</u>
Other financing (uses) sources:				
Transfers	–	–	(609,045)	(609,045)
Gain on sale of asset	–	–	150,000	150,000
Total	<u>–</u>	<u>–</u>	<u>(459,045)</u>	<u>(459,045)</u>
Net change in fund balances	<u>\$ (86,161)</u>	<u>\$ (86,161)</u>	<u>(306,459)</u>	<u>\$ (220,298)</u>
Fund balance – beginning of year			7,726,692	
Fund balance – end of year			<u>\$ 7,420,233</u>	

See accompanying notes to financial statements

**CITY OF HAMPTON, GEORGIA**  
**STATEMENT OF NET POSITION**  
**PROPRIETARY FUND**  
**SEPTEMBER 30, 2018**

	<b>BUSINESS-TYPE ACTIVITIES</b> <b>UTILITY FUND</b>	<b>2018</b>
<b>Assets</b>		
Current assets:		
Cash	\$ 1,523,606	
Receivables (net of allowance for uncollectibles) –		
Accounts	597,348	
Materials and supplies inventory	619,038	
Prepaid items	19,922	
Total current assets	<u>2,759,914</u>	
Non-current assets:		
Property, plant and equipment –		
Plant and distributions systems	21,679,361	
Machinery and equipment	1,179,962	
Vehicles	578,693	
Construction in progress	-	
Accumulated depreciation	<u>(9,159,235)</u>	
Total capital assets (net of accumulated depreciation)	<u>14,278,781</u>	
Total non-current assets	<u>14,278,781</u>	
Total assets	<u>\$ 17,038,695</u>	
<b>Deferred Outflows of Resources</b>		
Pensions	<u>\$ 93,355</u>	
<b>Liabilities</b>		
Current liabilities:		
Accounts payable –		
Operating	\$ 25,732	
Accrued liabilities –		
Wages and compensated absences	50,552	
Customer deposits	463,579	
Interest	9,835	
Other	28,310	
Net pension liability	255,312	
Notes payable – current portion	<u>648,748</u>	
Total current liabilities	<u>1,482,068</u>	
Long-term liabilities		
Notes payable	<u>4,840,920</u>	
Total liabilities	<u>\$ 6,322,988</u>	
<b>Deferred Inflows of Resources</b>		
Pensions	<u>\$ 111,374</u>	
<b>Net Position</b>		
Net invested in capital assets	\$ 8,789,113	
Unrestricted	1,908,575	
Total net position	<u>\$ 10,697,688</u>	

See accompanying notes to financial statements

**CITY OF HAMPTON, GEORGIA**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION**  
**PROPRIETARY FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	<b>BUSINESS-TYPE ACTIVITIES</b> <b>UTILITY FUND</b>
	2018
<b>Operating Revenues:</b>	
Charges for services	\$ 6,873,148
Other	22,677
Total operating revenues	6,895,825
<b>Operating Expenses:</b>	
Purchases for resale	3,151,333
Personal services and benefits	1,050,860
Contractual services	795,916
Depreciation	595,814
Supplies	191,715
Other	74,073
Amortization	146,727
Total operating expenses	6,006,438
Income from operations	889,387
<b>Non-operating revenues:</b>	
Investment income	2,509
Interest expense	(121,168)
Income before contributions and transfers	770,728
<b>Capital Contribution</b>	
Sewer	189,586
Water	34,314
Electric	24,304
Transfers	(129,150)
Change in net position	889,783
Net position beginning of year	9,807,906
Net position end of year	\$ 10,697,688

See accompanying notes to financial statements

**CITY OF HAMPTON, GEORGIA  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUND  
FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	<b>BUSINESS-TYPE ACTIVITIES UTILITY FUND</b>
	<b>2018</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Cash received from customers and users	\$ 6,881,635
Cash paid to suppliers for goods and services	(4,440,362)
Cash paid to employees	<u>(854,399)</u>
Net cash provided by operating activities	<u>1,586,874</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Interest earned	<u>2,509</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>	
Transfers	<u>(129,150)</u>
<b>CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES</b>	
Acquisition and construction of capital assets	(410,345)
Repayment of notes payable	(1,656,657)
Repayment of capital lease	(778)
Interest paid	(121,168)
Capital contributions	<u>248,204</u>
Net cash used in capital financing activities	<u>(1,940,744)</u>
<b>NET CHANGE IN CASH</b>	<b>(480,511)</b>
<b>CASH AT BEGINNING OF YEAR</b>	<u>2,004,117</u>
<b>CASH AT END OF YEAR</b>	<b>\$ 1,523,606</b>

See accompanying notes to financial statements

**CITY OF HAMPTON, GEORGIA**  
**STATEMENT OF CASH FLOWS – (CONTINUED)**  
**PROPRIETARY FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

Reconciliation of Net Income to Net Cash  
 Provided by Operating Activities

**BUSINESS-TYPE ACTIVITIES**  
**UTILITY FUND**  
 \_\_\_\_\_  
 2018

NET OPERATING INCOME	\$ 889,387
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ADJUSTMENTS TO RECONCILE NET INCOME TO NET  
 CASH PROVIDED BY OPERATING ACTIVITIES:

Depreciation expense	595,814
Amortization expense	146,727
Increase in receivables	(30,644)
Increase in inventory	(27,144)
Decrease in prepaid expenses	561
Increase in deferred outflows of resources	(74,384)
Increase in accounts payable	25,732
Decrease in accrued salaries	(1,592)
Increase in other customer deposits	16,454
Decrease in accrued interest	(2,235)
Increase in other accrued expense	1,919
Increase in net pension liability	15,159
Increase in deferred inflows of resources	31,120
 Total adjustments	564,416

NET CASH FLOWS PROVIDED BY OPERATING ACTIVITIES	\$ 1,586,874
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**CITY OF HAMPTON, GEORGIA**  
**NOTE TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2018**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Basis of Presentation**

The City's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989, when applicable, that do not conflict with or contradict GASB pronouncements. Although the City has the option to apply FASB pronouncements issued after that date to its business-type activities, if applicable, the City has chosen not to do so. The more significant accounting policies established in GAAP and used by the City are discussed below.

**B. The Reporting Entity**

The City operates under a council/mayor form of government and provides the following services: public safety, highways and streets, planning and zoning, culture and recreation, public improvements, community development, and general and administrative services. In addition, the City operates public utilities (water, sewer, electricity and sanitation) for the incorporated and immediate surrounding areas.

Governmental Accounting Standards Board Statements No. 14 defines the reporting entity for determining which potential component units should be included in a primary government's financial statements. Inclusion is based on financial accountability or the fact that exclusion would make the financial statements misleading or incomplete. The criteria for determining financial accountability includes appointing a voting majority of an organization's governing body and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific financial benefits or to impose specific financial burdens on the City.

Management has concluded that there is a component unit for the City. The Downtown Development Authority (DDA) directs economic development activities in the central business district of Hampton. The DDA meets both criteria for a component unit mentioned in the paragraph above. The DDA has been presented as a blended component unit.

Complete financial statements for the component unit may be obtained at the entity's administrative offices.

Downtown Development Authority  
17 E. Main Street S  
Hampton, GA 30228

**C. Basic Financial Statements – Government-Wide Statements**

The City's basic financial statements include both government-wide (reporting the City as a whole) and fund financial statements (reporting the City's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type.

See Independent Auditor's Report

**CITY OF HAMPTON, GEORGIA**

**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**C. Basic Financial Statements – Government-Wide Statements – (Continued)**

The government-wide Statement of Net Position, presents the financial condition of the governmental and business-type activities of the City at year end. The statement is presented on a consolidated basis and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The City's net position is reported in three parts – net investment in capital assets; restricted; and unrestricted. The City first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities presents a comparison between direct expenses and program revenues for each program or function of the City's governmental activities and for business-type activities of the City. Direct expenses are those that are specifically associated with a service, program, or department and therefore clearly identifiable to a particular function. The City does not allocate indirect cost. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program, and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the City, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental program or business activity self-financing or draws from the general revenues of the City.

The net costs (by function) are normally covered by general revenue (property, sales or use taxes, intergovernmental revenues, interest income, etc.). The City does not allocate indirect costs.

This government-wide focus is more on the sustainability of the City as an entity and the change in the City's net position resulting from the current year's activities.

**D. Basic Financial Statements – Fund Financial Statements**

The financial transactions of the City are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. Fund financial statements are designed to present financial information of the City at this more detailed level. The focus of governmental and enterprise fund financial statements is on major funds. Each major fund is presented in a separate column. Non-major funds are aggregated and presented in a single column. The various funds are grouped, in the financial statements in this report, into the following fund types:

**Governmental Fund Types** – Governmental funds are those through which most governmental functions of the City are financed. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the City's major governmental funds:

**CITY OF HAMPTON, GEORGIA**

**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**D. Basic Financial Statements – Fund Financial Statements (Continued)**

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

**SPLOST IV Capital Project Fund** – The SPLOST IV Capital Project Fund accounts for capital projects financed by a one percent sales and use tax.

**Capital Improvement Capital Projects Fund** – The Capital Improvement Capital Projects Fund accounts for capital projects.

**Proprietary Fund Type** – Proprietary fund reporting focuses on the determination of operating income, changes in net position, financial position, and cash flows. The City's proprietary fund is classified as an enterprise fund. Enterprise funds may be used to account for any activity for which a fee is charged to external users for goods or services. The following is the City's major proprietary fund:

**Utility Fund** – The Utility Fund is used to account for the revenues generated from the charges for water, sewer, electricity and sanitation services provided to the residential and commercial users of the City.

**E. Measurement Focus**

**Government-wide Financial Statements** – The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the City are included on the statement of net position.

**Fund Financial Statements** – All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of government-wide financial statement are prepared. Therefore, governmental fund financial statements include a reconciliation with brief explanations to better identify the relationship between the government-wide and the statements for governmental funds.

Like the government-wide statements, all proprietary funds are accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of these funds are included on the statement of net position. The statement of changes in revenues, expenses, and changes in net position presents increases (i.e., revenues) and decreases (i.e., expenses) in net total assets. The statement of cash flows provides information about how the City finances and meets the cash flow needs of its proprietary activities.

## **CITY OF HAMPTON, GEORGIA**

### **NOTES TO FINANCIAL STATEMENTS – (Continued)**

#### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

##### **E. Measurement Focus (Continued)**

On the proprietary funds financial statements, operating revenues are those that flow directly from the operations of the activity, i.e. charges to customers or users who purchase or use the goods or services of that activity. Operating expenses are those that are incurred to provide the goods or services. Non-operating revenues and expenses are items such as investment income and interest expense that are not a result of the direct operations of the activity.

##### **F. Basis of Accounting**

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

###### **1. Accrual**

Government-wide financial statements are presented on the accrual basis of accounting; proprietary funds also use the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

###### **2. Modified Accrual**

The governmental funds financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. “Available” means collectible within the current period or within 60 days after period end. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, are recognized when due.

Those revenues susceptible to accrual are taxes, state and federal grants, fines, interest revenue and charges for services. Major revenues that are determined not to be susceptible to accrual because they are either not available soon enough to pay liabilities of the current period or are not objectively measurable include licenses, penalties and miscellaneous revenues which are recorded as revenues when received in cash. Those revenues that are measurable but are not collected within 60 days after period end are recorded as deferred revenues.

##### **G. Cash and Cash Equivalents**

The City has defined cash and cash equivalents to include cash on hand, demand deposits, and cash with fiscal agents. Investments with an original maturity of three months or less at the time of purchase are presented on the financial statements as cash equivalents. As of September 30, 2018, the City had no cash equivalents.

##### **H. Investments**

The City’s investments consist of Certificates of Deposit with a maturity date of greater than three months from the date acquired by the City. For reporting purposes, all investments are recorded at fair value.

**CITY OF HAMPTON, GEORGIA****NOTES TO FINANCIAL STATEMENTS – (Continued)****1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)****H. Investments (Continued)**

In applying GASB Statement No. 31, the City utilized the following methods and assumptions as of September 30, 2018:

1. Fair value is based on quoted market prices as of the valuation date;
2. The investment portfolio did not hold investments in any of the following: a) items required to be reported at amortized costs; b) items in external pools that are not SEC-registered; c) items subject to involuntary participation in an external pool; and, items associated with a fund other than the fund to which the income is assigned.

The City's policy is to hold investments until maturity.

**I. Inventory**

Inventory is valued at net realized value. Inventory consists of various repair and replacement items maintained by the City's Utility Fund.

**J. Prepaid Expenses**

Payments made to vendors for service that will benefit years beyond September 30, 2018 are recorded as prepaid items and are expensed during the period benefited.

**K. Capital Assets**

General capital assets are capital assets which are associated with and generally arise from governmental activities. They generally result from expenditures in governmental funds. General capital assets are reported in the governmental activities column of the government-wide statement of net position but are not reported in the fund financial statements. Capital assets utilized by the proprietary funds are reported both in the business-type activities column of the government-wide statement of net position and in the respective funds.

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost if actual historical cost is not available. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. 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. No interest was capitalized during 2018. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings and improvements	30-40 years
Furniture and fixtures	7-10 years
Machinery and equipment	5-10 years
Vehicles	5-10 years
Infrastructure	40-50 years
Utility distribution systems	30-50 years

The City only reports infrastructure assets purchased subsequent to December 31, 2001.

**CITY OF HAMPTON, GEORGIA**

**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**L. Accrued Liabilities and Long-Term Obligations**

All payables, accrued liabilities, and long-term obligations are reported in the government-wide financial statements. All payables, accrued liabilities, and long-term obligations payable from proprietary funds are reported on the proprietary fund financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of the funds. However, claims and judgments and compensated absences that will be paid from governmental funds are reported as liability in the fund financial statements only to the extent that they are due for payment during the current period. Long-term loans are recognized as a liability on the governmental fund financial statements when due.

**M. Revenues**

Property taxes are billed and collected within the same period in which the taxes are levied. In applying GASB Statement No. 33 to grant revenues, the provider recognizes liabilities and expense and the recipient recognizes receivables and revenue when the applicable eligibility requirements, including time requirements, are met. Resources transmitted before the eligibility requirements are met are reported as advances by the provider and deferred revenue by the recipient.

**N. Expenditures**

Expenditures are recognized when the related fund liability is incurred. Inventory costs are expensed in the period used.

**O. Compensated Absences**

The City accrues accumulated unpaid vacation leave and associated employee-related costs when earned (or estimated to be earned) by the employee. The non-current portion (the amount estimated to be used in subsequent fiscal years) for governmental funds is maintained separately and represents a reconciling item between the fund and government-wide presentations. In accordance with the provisions of Statement No. 16 of the Governmental Accounting Standards Board, Accounting for Compensated Absences, no liability is recorded for non-vesting accumulating rights to receive sick pay benefits.

**P. Inter-fund Activity**

Inter-fund activity is reported as either loans, services provided, reimbursements or transfers. Loans are reported as inter-fund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other inter-fund transactions are treated as transfers. Transfers between governmental funds are netted as part of the reconciliation to the government-wide financial statements.

## **CITY OF HAMPTON, GEORGIA**

### **NOTES TO FINANCIAL STATEMENTS – (Continued)**

#### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

##### **Q. Encumbrances**

Encumbrances accounting, under which purchase orders, contracts, and other commitments for the expenditures of monies are recorded in order to reserve that portion of the applicable appropriation, is not employed by the City.

##### **R. Fund Balances/Net Position**

###### *Fund Balance Classifications*

In March 2009, the GASB issued Statement No. 54, *Fund Balance Reporting and Governmental Fund-type Definitions*. The objective of the statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund-type definitions. This statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed on the use of the resources reported in governmental funds.

Under this standard, the fund balance classifications of reserved, designated, and unreserved/undesignated were replaced with five categories (1) Non-spendable, (2) Restricted, (3) Committed, (4) Assigned, and (5) Unassigned. *Non-spendable fund balances* refer to amounts that are not in non-spendable form or are legally required to remain intact. *Restricted fund balances* refer to amounts that are subject to externally enforceable legal restrictions by either debt covenants, or laws or regulations of other governments. *Committed fund balances* refer to amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City Council prior to the end of the fiscal year. The same formal action is required to remove the limitation. *Assigned fund balances* refer to amounts that are intended to be used for specific purposes. *Unassigned fund balances* refer to the residual net resources and are the excess of non-spendable, restricted, committed, and assigned. Fund expenditures and encumbrances are from restricted fund balance to the extent of the restricted fund revenue and followed by committed then assigned and unassigned fund balance.

When an expenditure is incurred for purposes for which committed, assigned, and unassigned net position could be used, the City considers committed funds to have been spent first, then assigned and then unassigned.

###### *Net Position*

Equity for government-wide and proprietary fund statements is classified as net position and displayed in three components:

*Net investment in capital assets* – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, notes, or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

**CITY OF HAMPTON, GEORGIA**

**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**R. Fund Balances/Net Position (Continued)**

*Restricted* – Consists of assets with constraints placed on their use either by (1) external groups, such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

*Unrestricted* – All other assets that do not meet the definition of “restricted” or “net investment in capital assets”.

**S. Contributions of Capital**

Contributions of capital in the proprietary fund financial statements arise from outside contributions of capital assets, tap-on fees to the extent they exceed the cost of connection to the system, or from grants or outside contributions of resources restricted to capital acquisition and construction.

**T. Estimates**

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**U. Budgets and Budgetary Accounting**

The City Council adopts an annual budget for all of the City’s funds. Public hearings are conducted to obtain taxpayer comments. The operating budget includes proposed expenditures and the means of financing them. Formal budgetary integration is employed as a management control device during the period.

The City follows these procedures in establishing the budgetary date reflected in the financial statements:

1. Prior to September, the City Manager presents a proposed operating budget for the fiscal year commencing the following October 1<sup>st</sup>. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain taxpayer comments.
3. The budget is legally enacted through passage of a resolution
4. Any revisions that increase expenditures of any department must be approved by City Council.
5. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP). Final budget amounts are as amended in September, 2018.
6. Unexpended budget appropriations at period-end lapse.

See Independent Auditor’s Report

**CITY OF HAMPTON, GEORGIA**

**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)**

**V. Pension Plans**

The City provides a defined benefit pension plan to all eligible employees. It is the City's policy to fund this plan's normal cost annually, as determined by actuarial valuation.

**W. Deferred Outflows/Inflows of Resources**

GASB Statements No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Revenues, and Net Position* and No. 65, *Items Previously Reported as Assets and Liabilities* established accounting and financial reporting for deferred outflows/inflows of resources and the concept of net position as the residual of all other elements presented in the statement of net position.

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditures) until then. The City had no deferred outflows of resources in the current year.

In addition to liabilities, the statement of revenues, expenditures, and changes in fund balance will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of fund balance that applies to future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

Certain changes in the net pension liability are recognized as pension expense over time instead of all being recognized in the year of occurrence. Experience gains result from periodic studies by the City's actuary which adjust the net pension liability for actual experience for certain trend information that was previously assumed, for example the assumed dates of retirement of plan members. These experience gains are recorded as deferred inflows of resources and are amortized into pension expense over the expected remaining service lives of plan members. Changes in actuarial assumptions which adjust the net pension liability are also recorded as deferred inflows of resources and are amortized into pension expense over the expected remaining service lives of plan members. The difference between projected investment return on pension investments and actual return on those investments is also deferred and amortized against pension expense over a five year period.

*Pensions*

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

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**2. DEPOSITS AND INVESTMENTS**

**Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The City reduces its exposure to this risk by requiring deposits of public funds to be collateralized in accordance with State law. As of September 30, 2018, none of the deposits of the City were subject to custodial credit risk.

**Investments**

The City's financial policies authorize investments in any securities approved by the State of Georgia for local governments. Authorized investments include certificates of deposit, repurchase agreements, direct and agency obligations of the State of Georgia, and no-load mutual funds of direct obligations of the United States. The City's investments at September 30, 2018 are comprised of certificates of deposits totaling \$2,140,595.

For an investment, custodial credit risk is the risk that, in the event of a failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. State statutes require all deposits and investments (other than federal or state government instruments) to be collateralized by depository insurance, obligations of the U.S. government, or bonds of public authorities, counties or municipalities. As of September 30, 2018, none of the investments of the City were subject to custodial credit risk. The City does not have a formal policy addressing credit risk.

**3. PROPERTY TAX**

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied approximately October 1 of each period and are due and payable 60 days after issuance. A local option sales tax is in force. Proceeds for this tax are remitted to the City monthly and are utilized to give property tax owners tax relief. No property taxes were levied for the year ended September 30, 2018. There was no property taxes receivable as of September 30, 2018.

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**4. RECEIVABLES**

Receivables as of year-end, including the applicable allowances for uncollectible accounts, are as follows:

	<u>Gross</u>	<u>Allowance</u>	<u>Net</u>
General Fund			
Taxes	\$ 222,541	\$ -	\$ 222,541
Accounts	2,609	-	2,609
Fines	18,918	-	18,918
Intergovernmental	21,099	-	21,099
Other Governmental Funds			
Taxes	1,562	-	1,562
Loan	284,291	-	284,291
Utility Fund			
Accounts	<u>1,146,983</u>	<u>549,635</u>	<u>597,348</u>
Total	<u>\$ 1,698,003</u>	<u>\$ 549,635</u>	<u>\$ 1,148,368</u>

**5. FINES AND FORFEITURES (NET OF ALLOWANCE)**

The City entered into a contract with ZSI Probation Services, Inc. to coordinate and provide direct probation and rehabilitation programs and services to offenders sentenced by and under the jurisdiction of the court. Court-ordered fines, restitution, and costs will be collected and paid to the court on a monthly basis.

**6. INTER-FUND TRANSACTIONS**

Interfund balance and transfers represent amounts transferred among funds to help finance various construction projects, and meet cash flow requirements. There were no interfund balances at year end. Transfers for the year were as follows:

Interfund transfers:

From: General Fund	\$ 738,195
To: Capital Improvements Fund	\$ 738,195
From: Utility Fund	\$ 129,150
To: General Fund	\$ 129,150

**7. LITIGATION**

During the ordinary course of business, the City has been named as a defendant in various lawsuits. Management of the City is vigorously defending itself against the lawsuits and believes that the City will be able to end the suits favorably.

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**8. PROPERTY, PLANT AND EQUIPMENT**

Capital asset activity for the year ended September 30, 2018 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
Capital assets, not being depreciated:				
Land	\$ 692,501	\$ -	\$ -	\$ 692,501
Construction in progress	53,719	23,441	43,955	33,205
Total capital assets not being depreciated	<u>746,220</u>	<u>23,441</u>	<u>43,955</u>	<u>725,706</u>
Capital assets, being depreciated:				
Buildings	3,777,209	492,442	150,172	4,119,479
Improvements other than buildings	2,795,446	172,919	-	2,968,365
Infrastructure	3,513,506	695,300	-	4,208,806
Furniture and fixtures	33,032	-	-	33,032
Office equipment	185,949	6,538	-	192,487
Machinery and equipment	659,185	39,135	-	698,320
Vehicles	925,483	84,660	-	1,010,143
Total capital assets being depreciated	<u>11,889,810</u>	<u>1,490,994</u>	<u>150,172</u>	<u>13,230,632</u>
Less accumulated depreciation for:				
Buildings	767,566	116,345	33,790	850,121
Improvements other than buildings	1,429,434	129,301	-	1,558,735
Infrastructure	1,452,965	165,227	-	1,618,192
Furniture and fixtures	33,032	-	-	33,032
Office equipment	175,301	8,080	-	183,381
Machinery and equipment	440,887	52,175	-	493,062
Vehicles	674,251	77,595	-	751,846
Total accumulated depreciation	<u>4,973,436</u>	<u>548,723</u>	<u>33,790</u>	<u>5,488,369</u>
Total capital assets, being depreciated, net	<u>6,916,374</u>	<u>942,271</u>	<u>116,382</u>	<u>7,742,263</u>
Governmental activities capital assets, net	<u>\$ 7,662,594</u>	<u>\$ 965,712</u>	<u>\$ 160,337</u>	<u>\$ 8,467,969</u>

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

General government	\$ 29,141
Public safety and courts	98,163
Public works	375,354
Parks and recreation	44,549
Planning and zoning	441
Community development	<u>1,075</u>
Total depreciation expense	<u>\$ 548,723</u>

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**8. PROPERTY, PLANT AND EQUIPMENT – (Continued)**

Capital asset activity for the year ended September 30, 2018 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<b>Business-Type Activities:</b>				
Capital assets, not being depreciated:				
Construction in progress	\$ 103,888	\$ -	\$ 103,888	\$ -
Total capital assets, not being depreciated	<u>103,888</u>	<u>-</u>	<u>103,888</u>	<u>-</u>
Capital assets, being depreciated:				
Distribution and collection system	21,175,513	503,848	-	21,679,361
Machinery and equipment	1,169,577	10,385	-	1,179,962
Vehicles	<u>578,693</u>	<u>-</u>	<u>-</u>	<u>578,693</u>
Total capital assets being depreciated	<u>22,923,783</u>	<u>514,233</u>	<u>-</u>	<u>23,438,016</u>
Less accumulated depreciation for:				
Distribution and collection system	7,074,910	538,346	-	7,613,256
Machinery and equipment	957,173	39,874	-	997,047
Vehicles	<u>531,338</u>	<u>17,594</u>	<u>-</u>	<u>548,932</u>
Total accumulated depreciation	<u>8,563,421</u>	<u>595,814</u>	<u>-</u>	<u>9,159,235</u>
Total capital assets, being depreciated, net	<u>14,360,362</u>	<u>(81,581)</u>	<u>-</u>	<u>14,278,781</u>
Business-type activities capital assets, net	<u>\$ 14,464,250</u>	<u>\$ (81,581)</u>	<u>\$ 103,888</u>	<u>\$ 14,278,781</u>
<b>Intangible assets:</b>				
Loan fees	\$ 159,245	\$ -	\$ 159,245	\$ -
Less: accumulated amortization	<u>12,518</u>	<u>-</u>	<u>12,518</u>	<u>-</u>
Total intangible assets, net	<u>\$ 146,727</u>	<u>\$ -</u>	<u>\$ 146,727</u>	<u>\$ -</u>

See Independent Auditor's Report

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**9. LONG-TERM DEBT**

**Changes in General Long-Term Debt**

The following is a summary of changes in long-term liabilities reported in the government-wide financial statements for the year ended September 30, 2018:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Current Portion</u>
Governmental-Type Activities:					
*Capital leases	\$ 21,300	-	10,340	10,960	10,960
*Compensated absences	<u>61,391</u>	<u>10,193</u>	<u>-</u>	<u>71,584</u>	<u>-</u>
Governmental-Type Activities	<u>82,691</u>	<u>10,193</u>	<u>10,340</u>	<u>82,544</u>	<u>10,960</u>
Business-Type Activities:					
Capital leases	1,603	-	778	825	825
Bonds payable	<u>7,145,500</u>	<u>-</u>	<u>1,656,657</u>	<u>5,488,843</u>	<u>647,923</u>
Business-Type Activities	<u>7,147,103</u>	<u>-</u>	<u>1,657,435</u>	<u>5,489,668</u>	<u>648,748</u>
Total	<u>\$ 7,229,794</u>	<u>\$ 10,193</u>	<u>\$ 1,667,775</u>	<u>\$ 5,572,212</u>	<u>\$ 659,708</u>

\* Typically liquidated with General Fund resources.

The City has entered into a capitalized lease for a vehicle. The lease meets the criteria of a capital lease as defined by Statement of Financial Accounting Standards No. 13 "Accounting for Leases", which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee. Capital lease payments are reflected as debt service expenditures on the statement of revenues, expenditures, and changes in fund balance for the governmental funds. The vehicle acquired by the lease has been capitalized, in the amount of \$32,917 in governmental-type funds and \$2,478 in business-type funds, which represents the present value of the future minimum lease payments at the time of acquisition. The vehicle has been pledged as collateral against the obligation. Interest rate is 6% on the lease. The following is a summary of the future minimum lease payments on the capital leases in governmental funds:

The asset acquired through capital lease is as follows:

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>
Assets:		
Vehicles	\$ 32,917	\$ 2,478
Less: accumulated depreciation	<u>(9,875)</u>	<u>(744)</u>
Total	<u>\$ 23,042</u>	<u>\$ 1,734</u>

Amortization of assets recorded under capital leases is included with depreciation expense.

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**9. LONG-TERM DEBT – (Continued)**

Governmental-type activities:

<u>Year</u>	
2019	\$ 11,618
Less: imputed interest	(658)
Present value of minimum lease payments	\$ 10,960

Interest incurred during the current year was \$1,374.

Business-type activities:

<u>Year</u>	
2019	\$ 874
Less: imputed interest	(49)
Present value of minimum lease payments	\$ 825

There was no interest incurred during the current year.

In 2017, the City issued Combined Utility System Revenue Refunding Bonds, Series 2016 (the “Series 2016 Bonds”). The annual interest rate on the bonds is 2.00%, and the maturity date is June 1, 2028. The amount outstanding as of September 30, 2018 was \$5,488,843. The following is a summary of the future minimum bond payments:

<u>Year</u>	<u>Interest</u>	<u>Principal</u>
2019	\$ 105,582	\$ 647,923
2020	90,765	662,740
2021	77,388	676,117
2022	63,741	689,764
2023	49,819	703,686
2024 - 2026	63,126	2,108,613
	\$ 450,421	\$ 5,488,843

Interest incurred during the current year was \$121,168.

**10. RELATED PARTY TRANSACTIONS**

For the year ended September 30, 2018, the DDA sold property to an individual that was an assignee by the board chairman. The property was sold for \$15,300.

**11. RISK MANAGEMENT**

The City of Hampton is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City has joined together with other municipalities in the state as part of the Georgia Interlocal Risk Management Agency (GIRMA) for property and liability insurance and the Workers’ Compensation Self-Insurance Fund (WCSIF), public entity risk pools currently operating as common risk management and insurance programs for member local governments. The Georgia Municipal Association (GMA) administers both risk pools.

See Independent Auditor’s Report

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**11. RISK MANAGEMENT – (Continued)**

As part of these risk pools, the City is obligated to pay all contributions and assessments as prescribed by the pools, to cooperate with the pools' agents and attorneys, to follow loss reduction procedures established by the funds, and to report as promptly as possible, and in accordance with any coverage descriptions issued, all incidents which could result in the funds being required to pay any claim of loss. The City is also to allow the pools' agent and attorneys to represent the City in investigation, settlement discussions and all levels of litigation arising out of any claim made against the City within the scope of loss protection furnished by the funds.

The funds are to defend and protect the members of the funds against liability or loss as prescribed in the member governments' contracts and in accordance with the workers' compensation laws of Georgia. The funds are to pay all cost taxed against members in any legal proceeding defended by the members, all interest accruing after entry of judgment, and all expenses incurred for investigation, negotiation or defense.

Coverages are as follows:

**COVERAGE DESCRIPTION – PROPERTY:**

Buildings and Contents (Blanket)	\$ 8,515,020
Automobile Physical Damage	Per Application on file with GIRMA

**COVERAGE DESCRIPTION – CASUALTY:**

Comprehensive General Liability	\$ 2,000,000
Automobile Liability	\$ 1,000,000
Errors and Omissions (Public Officials) Liability	\$ 2,000,000
Employees Benefits Liability	\$ 2,000,000
Utility Products and Supply	\$ 1,000,000

**COVERAGE DESCRIPTION – CRIME:**

Blanket Bond	\$ 1,000,000
Depositors Forgery	\$ 1,000,000
Money and Securities – Loss Inside and Outside the Premises	\$ 1,000,000

**DEDUCTIBLE:**

All coverages, except automobile liability, are subject to a per occurrence deductible of	\$ 2,500
Automobile coverage	\$ -

**COVERAGE EXCEPTIONS:** None

**COVERAGE SUBJECT TO A RETROACTIVE DATE:**

Coverages for public officials and employee benefit liabilities are subject to retroactive date of 5/1/97.

**12. EMPLOYEE BENEFITS PLANS**

**DEFERRED COMPENSATION PLAN**

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan is administered by the Georgia Municipal Association. The plan, available to all City employees, permits them to defer a portion of their salary until future years. Participation in the plan is voluntary. The City has no management, contribution or participation requirements.

See Independent Auditor's Report

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**12. EMPLOYEE BENEFITS PLANS – (Continued)**

**DEFINED BENEFIT PENSION PLAN**

**Plan Description –**

The City, as authorized by the City Council, has established a non-contributory defined pension plan, City of Hampton Retirement Plan (HRP), covering all full-time employees. HRP is affiliated with the Georgia Municipal Employees Benefit System (GMEBS), an agent multiple-employer pension plan administered by the Georgia Municipal Association. Contributions made by the City are commingled with contributions made by other members of GMEBS. The City does not own any securities on its own. Investment income from the securities is allocated on a pro rata basis. The Georgia Municipal Association issues a publicly available financial report that includes financial statements and required supplementary information for GMEBS. That report may be obtained by writing to Georgia Municipal Association, 201 Pryor Street, SW, Atlanta, Georgia, 30303 or by calling (404) 688-0472.

As provided by state law, benefit provisions for participants in GMEBS are established by the respective employers. As authorized by City Council, the plan provides pension benefits and death and disability benefits for all employees that have been employed full time for one year. Members may retire on reaching the age of 65, depending on their classification. Early retirement is possible on reaching the age of 55, depending on the member's classification. In addition, police officers can retire at age 55 and 10 years of service with full benefits. Benefits are calculated at 1.5% to 1.75% of the average monthly earnings for the period of the five highest years' earnings prior to retirement.

Current membership in the plan is as follows:

Retirees and beneficiaries currently receiving benefits	22
Terminated vested participants entitled to but not yet receiving benefits	18
Active participants	55
Total number of participants	95

*Contributions:* The plan is subject to minimum funding standards of the Georgia Public Retirement Systems Standards law. The Board of Trustees of GMEBS has adopted a recommended actuarial funding policy for the plan which meets state minimum requirements and will accumulate sufficient funds to provide the benefits under the plan. The funding policy for the plan is to contribute an amount equal to the recommended contribution described below. For 2018, the actuarially determined contribution rate was 8.31% of covered payroll. For 2018, the City's contribution to the plan totaled \$200,337.

**Net Pension Liability of the City**

Effective October 1, 2014, the City implemented the provisions of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*, which significantly changed the City's accounting for pension amounts. The information disclosed below is presented in accordance with these new standards.

See Independent Auditor's Report

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**12. EMPLOYEE BENEFIT PLANS – (Continued)**

The City's net pension liability was measured as of July 1, 2018. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of March 31, 2018 with update procedures performed by the actuary to roll forward to the total pension liability measured as of July 1, 2018.

*Actuarial assumptions:* The total pension liability in the March 31, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.75%
Salary increases	2.75% plus service based merit increases
Investment rate of return	7.50%

Mortality rates for healthy individuals were based on the RP-2000 Combined Healthy Mortality Table with sex-distinct rates, set forward two years for males and one year for females. Mortality rates for disabled individuals were based on the RP-2000 Disabled Retiree Mortality Table with sex-distinct rates.

The actuarial assumptions used in the July 1, 2018 valuation were based on results of an actuarial experience study for the period January 1, 2010 – June 30, 2014. There is no cost of living adjustment by the Plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and 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. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of March 31, 2017 are summarized in the following table:

Asset Class	Allocation	Long-term Expected real rate of return*
Domestic equity	45%	6.71%
International equity	20%	7.71%
Real estate	10%	5.21%
Global fixed income	5%	3.36%
Domestic fixed income	20%	2.11%
Cash	0%	0.00%

\* Rates shown are net of the 2.75% assumed rate of inflation.

*Discount rate:* The discount rate used to measure the total pension liability was 7.50%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was 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 of the projected benefit payments to determine the total pension liability.

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**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**12. EMPLOYEE BENEFIT PLANS – (Continued)**

*Changes in the Net Pension Liability of the City:* The changes in the components of the net pension liability of the City for the year ended September 30, 2018, were as follows:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) – (b)
Balances at September 30, 2017	\$ 4,112,284	\$ 3,457,463	\$ 654,821
Changes for the year:			
Service cost	115,366	-	115,366
Interest	310,823	-	310,823
Differences between expected and actual experience	192,161	-	192,161
Contributions – employer	-	225,628	(225,628)
Net investment income	-	432,982	(432,982)
Benefit payments, including refunds of employee contributions	(203,326)	(203,326)	-
Administrative expense	-	(12,462)	12,462
Other	64,872	-	64,872
Net changes	479,896	442,822	37,074
Balances at September 30, 2018	\$ 4,592,180	\$ 3,900,285	\$ 691,895

The required schedule of changes in the City's net pension liability and related ratios immediately following the notes to the financial statements presents multiyear trend information about whether the value of plan assets is increasing or decreasing over time relative to the total pension liability.

*Sensitivity of the net pension liability to changes in the discount rate:* The following presents the net pension liability of the City, calculated using the discount rate of 7.50 percent, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50 percent) or 1-percentage-point higher (8.50 percent) than the current rate:

	1% Decrease (6.50%)	Current Discount Rate (7.50%)	1% Increase (8.50%)
City's net pension liability	\$ 1,334,102	\$ 691,895	\$ 158,948

Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future, and actuarially determined amounts are subject to continual revision as results are compared to past expectations and new estimates are made about the future. Actuarial calculations reflect a long-term perspective. Calculations are based on the substantive plan in effect as of July 1, 2018, and the current sharing pattern of costs between employer and employee.

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**12. EMPLOYEE BENEFIT PLANS – (Continued)**

**Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

For the year ended September 30, 2018, the City recognized pension expense of \$144,434. At September 30, 2018, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual expense	\$ 198,931	\$ (155,376)
Changes in assumptions	54,060	(2,868)
Net difference between projected and actual earnings on pension plan investments	—	(143,579)
<b>Total</b>	<b>\$ 252,991</b>	<b>\$ (301,823)</b>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ending June 30:
2019
2020
2021
2022
2023
<b>\$ (25,879)</b>
(15,761)
(59,941)
9,910
<u>42,839</u>
<b><u>\$ (48,832)</u></b>

**13. JOINT VENTURE**

Under Georgia law, the city, in conjunction with other cities and counties in the Metro Atlanta area, is a member of the Atlanta Regional Commission (ARC). Membership in this organization is required by the Official Code of Georgia Annotated (OCGA). Section 50-8-34, which provides for the organizational structure of the Commission in Georgia. The ARC Board membership includes the chief elected official of each county, one representative for all the cities in a member county and 15 citizen representatives. OCGA 50-8-39.1 provides that the member governments are liable for any debts or obligations of the ARC. Separate financial statements may be obtained from:

Atlanta Regional Commission  
40 Courtland Street, NE  
Atlanta, Georgia 30303

See Independent Auditor's Report

**CITY OF HAMPTON, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**14. HOTEL/MOTEL TAX**

The City levies a 5% hotel/motel tax in accordance with the provisions of OCGA 48-13-51. In order to comply with the expenditure requirements of this code section, the City remits monies collected under this provision to the Henry County Chamber of Commerce. The following is a summary of the collections and expenditures for the year ended September 30, 2018:

	Amount	Percent
Total collected	\$ 12,389	100%
Amount remitted to Henry County Chamber of Commerce	\$ 5,836	47%
Amount remitted for Public Relations	\$ 18,945	153%

**15. OTHER REQUIRED INDIVIDUAL FUND DISCLOSURES**

Generally accepted accounting principles require disclosures, as a part of the combined statements – overview, of certain information concerning individual funds including –

A. Excess of revenues and expenditures over (under) appropriations in individual funds are as follows:

For the year ended September 30, 2018, the General Fund's Intergovernmental revenues of \$170,438 did not exceed the fund's respective appropriations of \$555,600. This was due to the City not being awarded all grants that they had applied for.

For the year ended September 30, 2018, the General Fund's General Government current expenditures of \$1,155,815 exceeded the fund's respective appropriations of \$1,099,826. This was due to turnover and unexpected building maintenance that were not included in the budget.

For the year ended September 30, 2018, the General Fund's General Government capital expenditures of \$57,913 exceeded the fund's respective appropriations of \$14,690. This was due to some unexpected repairs that were not included in the budget.

For the year ended September 30, 2018, the General Fund's Public Safety capital expenditures of \$125,347 exceeded the fund's respective appropriations of \$99,747. This was due to the purchase of capital expenditures that the City included in appropriations for current expenses.

For the year ended September 30, 2018, the General Fund's Highways and Streets capital expenditures of \$58,242 exceeded the fund's respective appropriations of \$19,000. This was due to the purchase of capital expenditures that the City included in appropriations for current expenses.

For the year ended September 30, 2018, the General Fund's Planning and Zoning capital expenditures of \$3,812 exceeded the fund's respective appropriations of \$0. This was due to the purchase of capital expenditures that the City included in appropriations for current expenses.

**CITY OF HAMPTON, GEORGIA**

**NOTES TO FINANCIAL STATEMENTS – (Continued)**

**15. OTHER REQUIRED INDIVIDUAL FUND DISCLOSURES – (Continued)**

For the year ended September 30, 2018, the General Fund's Community Development capital expenditures of \$151,954 exceeded the fund's respective appropriations of \$48,571. This was due to the purchase of capital expenditures that the City included in appropriations for current expenses.

For the year ended September 30, 2018, the General Fund's Debt Service principal and interest expenditures of \$11,714 exceeded the fund's respective appropriations of \$0. This was due to the City including this balance in the appropriations for current expenses.

For the year ended September 30, 2018, the Hotel/Motel Fund's Taxes revenues of \$12,389 did not exceed the fund's respective appropriations of \$21,175. This was due to an expected increase of travel in the area that did not happen in the current year.

For the year ended September 30, 2018, the Hotel/Motel Fund's Community Development current expenditures of \$24,781 exceeded the fund's respective appropriations of \$21,200. This was due to additional public relations expenses that were not included in the budget.

The City did not have a budget for the Downtown Development Authority for the current year.

For the year ended September 30, 2018, the Capital Improvement Capital Projects Fund's General Government capital expenditures of \$288,100 exceeded the fund's respective appropriations of \$100,000. This was due to building upgrades that were not included in the budget.

For the year ended September 30, 2018, the Capital Improvement Capital Projects Fund's Parks and Recreation capital expenditures of \$222,711 exceeded the fund's respective appropriations of \$150,000. This was park projects that used reserves from prior years.

**CITY OF HAMPTON, GEORGIA**  
**SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF CHANGES IN THE CITY'S NET PENSION LIABILITY AND RELATED RATIOS**

	2018	2017	2016	2015
<b>Total pension liability</b>				
Service cost	\$ 115,366	\$ 126,889	\$ 131,746	\$ 128,596
Interest	310,823	308,179	275,819	257,215
Differences between expected and actual experience	192,161	(221,668)	77,589	(52,209)
Changes of assumptions	64,872	-	-	(6,690)
Changes of benefit terms	-	-	60,136	-
Benefit payments, including refunds of employee contributions	(203,326)	(155,247)	(100,236)	(73,476)
<b>Net change in total pension liability</b>	<b>479,896</b>	<b>58,153</b>	<b>445,054</b>	<b>253,436</b>
<b>Total pension liability – beginning</b>	<b>4,112,284</b>	<b>4,054,131</b>	<b>3,609,077</b>	<b>3,355,641</b>
<b>Total pension liability – ending (a)</b>	<b>\$ 4,592,180</b>	<b>\$ 4,112,284</b>	<b>\$ 4,054,131</b>	<b>\$ 3,609,077</b>
 <b>Plan fiduciary net position</b>				
Contributions – employer	\$ 225,628	\$ 184,289	\$ 205,520	\$ 193,380
Net investment income	432,982	387,385	10,932	254,484
Benefit payments, including refunds of employee contributions	(203,326)	(155,247)	(100,236)	(73,476)
Administrative expenses	(12,462)	(10,462)	(6,923)	(6,214)
<b>Net change in plan fiduciary net pension</b>	<b>442,822</b>	<b>405,965</b>	<b>109,293</b>	<b>368,174</b>
<b>Plan fiduciary net position – beginning</b>	<b>3,457,463</b>	<b>3,051,498</b>	<b>2,942,205</b>	<b>2,574,031</b>
<b>Plan fiduciary net position – ending (b)</b>	<b>\$ 3,900,285</b>	<b>\$ 3,457,463</b>	<b>\$ 3,051,498</b>	<b>\$ 2,942,205</b>
 <b>City's net pension liability – ending (a) - (b)</b>	<b>\$ 691,895</b>	<b>\$ 654,821</b>	<b>\$ 1,002,633</b>	<b>\$ 666,872</b>
 <b>Plan fiduciary net position as a percentage of the total pension liability</b>	<b>84.93%</b>	<b>84.08%</b>	<b>75.27%</b>	<b>81.52%</b>
 <b>Covered-employee payroll</b>	<b>\$ 2,377,085</b>	<b>\$ 2,188,426</b>	<b>\$ 2,412,993</b>	<b>\$ 2,464,960</b>
 <b>City's net pension liability as a percentage of covered employee payroll</b>	<b>29.11%</b>	<b>29.92%</b>	<b>41.55%</b>	<b>27.05%</b>
 <b>Notes to the Schedule</b>				
The schedule will present 10 years of information once it is accumulated.				

See Independent Auditor's Report

**CITY OF HAMPTON, GEORGIA**  
**SCHEDULES OF REQUIRED SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF CITY CONTRIBUTIONS**

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Actuarially determined contribution	\$ -*	\$ 216,633	\$ 197,578	\$ 208,168
Contributions in relation to the actuarially determined Contribution	\$ -*	\$ 216,633**	\$ 197,578	\$ 208,168
Contribution deficiency (excess)	\$ -*	\$ -	\$ -	\$ -
Covered-employee payroll	\$ -*	\$ 2,188,426***	\$ 2,412,993	\$ 2,464,960
Contributions as a percentage of Covered-employee payroll	-*	9.90%	8.19%	8.45%

\* 2018 information will be determined after fiscal year end and will be included in the 2019 valuation report.

\*\* Contributions are recorded based on date of receipt into the GMEBS trust. Minor timing issues in receipt of monthly payments are not indicative of non-compliance with GMEBS funding policy. A plan is in compliance with the GMEBS funding policy if it pays either the dollar amount or the percentage of employee-covered payroll of the actuarially determined contributions.

\*\*\* 2017 covered payroll is based on data collected as of February 28, 2017 for the 2017 actuarial valuation.

**Notes to the Schedule**

Valuation date	July 1, 2018
Actuarial cost method	Projected Unit Credit
Amortization method	Closed level dollar for remaining unfunded liability
Amortization period	Remaining amortization period varies for the bases, with a net effective amortization period of 12 years.
Asset valuation method	Sum of actuarial value at beginning of year and the cash flow during the year plus the assumed investment return, adjusted by 10% of the amount that the value exceeds or is less than the market value at end of year. The actuarial value is adjusted, if necessary, to be within 20% of market value.
Actuarial assumptions:	
Investment rate of return	7.50%
Projected salary increase	2.75% plus service based merit increases

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CITY OF HAMPTON, GEORGIA  
 NON-MAJOR GOVERNMENTAL FUNDS  
 COMBINING BALANCE SHEET  
 SEPTEMBER 30, 2018

	HOTEL/ MOTEL TAX FUND	DOWNTOWN DEVELOPMENT AUTHORITY	TOTAL NON-MAJOR GOVERNMENTAL FUNDS
<b>Assets</b>			
Cash and cash equivalents			
Receivables (net of allowance for uncollectibles)			
Taxes	1,562	284,291	284,291
Loan		46,000	46,000
Land held for sale			
Total assets	\$ 25,538	\$ 505,964	\$ 531,502
 <b>Liabilities</b>			
Accounts payable			
Operating	\$ 2,133	\$ -	\$ 2,133
Total liabilities	\$ 2,133	\$ -	\$ 2,133
 <b>Fund balances</b>			
Restricted: hotel/motel	23,405	23,405	
Restricted: Downtown Development Authority		505,964	505,964
Total fund balances	\$ 23,405	\$ 505,964	\$ 529,369
Total liabilities and fund balances	\$ 25,538	\$ 505,964	\$ 531,502

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**CITY OF HAMPTON, GEORGIA**  
**NON-MAJOR GOVERNMENTAL FUNDS**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	HOTEL/ MOTEL TAX FUND	DOWNTOWN DEVELOPMENT AUTHORITY	TOTAL NON-MAJOR GOVERNMENTAL FUNDS
<b>REVENUES</b>			
Taxes	\$ 12,389	\$ 33,837	\$ 12,389
Contributions not restricted for purpose	-	-	33,837
Investment income	36	-	36
Charges for services	-	2,519	2,519
Escrow	*	1,200	1,200
Total revenues	<u>12,425</u>	<u>37,556</u>	<u>49,981</u>
<b>EXPENDITURES</b>			
Current:			
Community development	<u>24,781</u>	<u>28,635</u>	<u>53,416</u>
Total expenditures	<u>24,781</u>	<u>28,635</u>	<u>53,416</u>
Excess (deficiency) of revenues over expenditures	<u>(12,356)</u>	<u>8,921</u>	<u>(3,435)</u>
Other financing sources:			
Loss on sale of assets		(82,591)	(82,591)
Net change in fund balances	<u>(12,356)</u>	<u>(73,670)</u>	<u>(86,026)</u>
Fund balance – beginning of period	<u>35,761</u>	<u>579,634</u>	<u>615,395</u>
Fund balances – end of period	<u>\$ 23,405</u>	<u>\$ 505,964</u>	<u>\$ 529,369</u>

**CITY OF HAMPTON, GEORGIA**  
**HOTEL/MOTEL TAX FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES**  
**IN FUND BALANCE – BUDGET (GAAP BASIS) AND ACTUAL**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	<u>BUDGET AMOUNTS</u>			<u>VARIANCE WITH FINAL BUDGET</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>ACTUAL</u>	
<b>REVENUES</b>				
Taxes	\$ 12,000	\$ 21,175	\$ 12,389	\$ (8,786)
Investment income	25	25	36	11
Total revenues	<u>12,025</u>	<u>21,200</u>	<u>12,425</u>	<u>(8,775)</u>
<b>EXPENDITURES</b>				
Current:				
Community development	<u>12,025</u>	<u>21,200</u>	<u>24,781</u>	<u>(3,581)</u>
Total expenditures	<u>12,025</u>	<u>21,200</u>	<u>24,781</u>	<u>(3,581)</u>
Net change in fund balances	\$ <u>      </u>	\$ <u>      </u>	<u>(12,356)</u>	<u>\$ (12,356)</u>
Fund balance – beginning of year				<u>35,761</u>
Fund balance – end of year			<u>\$ 23,405</u>	

See Independent Auditor's Report

**CITY OF HAMPTON, GEORGIA**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES**  
**IN FUND BALANCE – BUDGET (GAAP BASIS) AND ACTUAL**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	<u>BUDGET AMOUNTS</u>			<u>VARIANCE WITH FINAL BUDGET</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>ACTUAL</u>	
<b>REVENUES</b>				
Contributions not restricted for purposes	\$ -	\$ -	\$ 33,837	\$ 33,837
Charges for services	-	-	2,519	2,516
Escrow	-	-	1,200	1,200
Total revenues	-	-	37,556	37,556
<b>EXPENDITURES</b>				
Current:				
Community development	-	-	28,635	(28,635)
Total expenditures	-	-	28,635	(28,635)
Excess of revenues over expenditures	-	-	8,921	8,921
Other financing (uses):				
Loss on sale of assets	-	-	(82,591)	(82,591)
Net change in fund balances	\$ -	\$ -	(73,670)	\$ (73,670)
Fund balance – beginning of year			579,634	
Fund balance – end of year			\$ 505,964	

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**CITY OF HAMPTON, GEORGIA**  
**CAPITAL IMPROVEMENT CAPITAL PROJECTS FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES**  
**IN FUND BALANCE – BUDGET (GAAP BASIS) AND ACTUAL**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	<u>BUDGET AMOUNTS</u>			<u>VARIANCE WITH FINAL BUDGET</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>ACTUAL</u>	
<b>EXPENDITURES</b>				
Current:				
Highways and streets	\$ 25,000	\$ 43,000	\$ -	\$ 43,000
Capital:				
General government	100,000	100,000	288,100	(188,100)
Public safety	10,000	10,000	6,987	3,013
Highways and streets	3,088,000	1,470,000	220,282	1,249,718
Parks and recreation	150,000	150,000	222,711	(72,711)
Sewer system improvements	1,177,826	1,177,826	115	1,177,711
Water system improvements	100,000	100,000	-	100,000
Electric system improvements	70,000	70,000	-	70,000
Total expenditures	<u>4,720,826</u>	<u>3,120,826</u>	<u>738,195</u>	<u>2,382,631</u>
Excess (deficiency) of revenues over expenditures	<u>(4,720,826)</u>	<u>(3,120,826)</u>	<u>(738,195)</u>	<u>2,382,631</u>
Other financing sources (uses):				
Transfers	<u>1,865,000</u>	<u>-</u>	<u>738,195</u>	<u>738,195</u>
Net change in fund balances – Budget basis	<u>\$ (2,855,826)</u>	<u>\$ (3,120,826)</u>	<u>-</u>	<u>\$ 3,120,826</u>
Fund balance – beginning of year				
Fund balance – end of year			\$ -	

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**CITY OF HAMPTON, GEORGIA**  
**SCHEDULE OF PROJECTS CONSTRUCTED WITH**  
**SPECIAL PURPOSE LOCAL OPTION SALES TAX PROCEEDS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

Project	SPLOST Total Estimated Project Costs	Expenditures		Total
		Prior Years	Current Year	
<b>SPLOST IV:</b>				
Roads, bridges, sidewalks and transportation facilities	\$ 2,675,000	\$ 446,230	\$ 130,444	\$ 576,674
Public safety facilities and equipment	740,000	126,530	56,440	182,970
Public works facilities and equipment	1,710,000	644,895	156,371	801,266
Construction and renovation of municipal buildings	1,100,000	13,550	106,083	119,633
Parks and recreation facilities	600,000	17,861	100,000	117,861
Community development facilities	450,000	-	-	-
	<b>\$ 7,275,000</b>	<b>\$ 1,249,066</b>	<b>\$ 549,338</b>	<b>\$ 1,798,404</b>

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**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 City Council  
City of Hampton, Georgia

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, each major fund, and the aggregate remaining fund information of City of Hampton, Georgia as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise City of Hampton, Georgia's basic financial statements and have issued our report thereon dated July 24, 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered City of Hampton, Georgia'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 City of Hampton, Georgia's internal control. Accordingly, we do not express an opinion on the effectiveness of City of Hampton, Georgia's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in 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. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as items 2018-001, 2018-002, 2018-003 and 2018-004 that we consider to be material weaknesses. See pages 56 and 57 for the findings.

## **Compliance and Other Matters**

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

## **City of Hampton, Georgia's Response to Findings**

City of Hampton, Georgia's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. City of Hampton, Georgia'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.

*Tat Kgl LLC*

Morrow, Georgia  
July 24, 2019

**CITY OF HAMPTON, GEORGIA**  
**SCHEDULE OF AUDIT FINDINGS AND RESPONSES**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

**2018-001**

**Criteria:** The City should have the proper controls in place for tracking inventory.

**Condition:** Beginning quantities for selected items on the current year inventory logs did not tie to the ending quantity balances from the prior year inventory logs.

**Effect:** The possibility exists that orders for inventory might not be based on accurate numbers resulting in overage of items, or items not being ordered when needed. There is also an increased risk of inventory being taken for personal use, instead of for projects of the City.

**Recommendation:** We recommend implementing better procedures for checking out inventory and putting purchases into inventory. Require all workers to complete a check out form when taking inventory from the shop. In addition, there should be quarterly inventory counts to verify that the logs are as up-to-date as possible. Alternatively, the City may want to explore an inventory management software package for the items in the water and sewer inventory.

**Management Response:** The new city manager has assigned staff to interview inventory tracking software companies to evaluate the City's process and make recommendations. The City plans to implement the inventory tracking software in fiscal year 2020.

**2018-002**

**Criteria:** The financial statements should be reconciled and adjusted to the inventory logs on a regular basis.

**Condition:** We noted that there are differences between the general ledger inventory balance and the perpetual inventory system.

**Effect:** The general ledger is not updated for the actual inventory and therefore the financial statements of the City are inaccurate.

**Recommendation:** We recommend that monthly inventory adjustments be made to the general ledger based on the monthly activity. A reconciliation should also be prepared to identify the reconciling items between the general ledger and the perpetual records. This will provide a test of the accuracy of both systems and, therefore, provide more accurate monthly financial statements.

**CITY OF HAMPTON, GEORGIA**  
**SCHEDULE OF AUDIT FINDINGS AND RESPONSES – CONTINUED**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

**Management**

**Response:**

Director of finance has scheduled a meeting with utility staff and accounting tech I to go over the reconciliation and month-end closing process for inventory. As of fiscal year 2020, director of finance will change the accounting method to properly record the inventory.

**2018-003**

**Criteria:**

The City should have proper controls in place for reviewing and filing supporting documentation of transactions.

**Condition:**

During the audit, we conducted attribute testwork where 14 of the 120 expense items selected did not have supporting documentation. Additionally, there were 2 out of 60 revenue items selected that did not have supporting documentation. Therefore, we were unable to verify the occurrence, classification, and accuracy of these revenues and expenditures.

**Effect:**

A lack of documentation increases the risk of fraud by not having a proper review process in place to discover expenditures that are not for the City and proper classifying of revenue.

**Recommendation:**

We recommend that the City implement better procedures with regards to submitting and filing of supporting documentation for all transactions of the City.

**Management**

**Response:**

Director of finance has implemented new accounts payable and accounts receivable processes and policies as of fiscal year 2019.

**2018-004**

**Criteria:**

The City failed to prepare a budget for the Downtown Development Authority.

**Condition:**

The City prepares a budget for all funds, except the Downtown Development Authority, which falls under the governmental activities.

**Effect:**

A budget is a helpful tool in planning for the year and then making financial decisions during the year. Without proper planning and budgeting it makes decisions more difficult for council and the City unprepared.

**CITY OF HAMPTON, GEORGIA**  
**SCHEDULE OF AUDIT FINDINGS AND RESPONSES – CONTINUED**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2018**

**Recommendation:** We recommend that the City work with the Downtown Development Authority board to prepare a budget on an annual basis.

**Management Response:** Director of finance has worked with Downtown Development Authority staff to prepare an annual budget. The fiscal year 2019 budget was prepared and approved by the council.