# REPORT OF THE AUDIT OF THE WOODFORD COUNTY FISCAL COURT

For The Year Ended June 30, 2018



# MIKE HARMON AUDITOR OF PUBLIC ACCOUNTS www.auditor.ky.gov

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# **CONTENTS**

# PAGE

INDEPENDENT AUDITOR'S REPORT	1
WOODFORD COUNTY OFFICIALS	4
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES IN FUND BALANCES - REGULATORY BASIS	6
NOTES TO FINANCIAL STATEMENT	
BUDGETARY COMPARISON SCHEDULES	27
NOTES TO REGULATORY SUPPLEMENTARY INFORMATION - BUDGETARY COMPARISON SCHEDULES	
SCHEDULE OF CAPITAL ASSETS	
NOTES TO REGULATORY SUPPLEMENTARY INFORMATION - SCHEDULE OF CAPITAL ASSETS	40
REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENT PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	43
SCHEDULE OF FINDINGS AND RESPONSES	47
APPENDIX A:	
CENTIFICATION OF COMPLEXINGE, LOCAL CONFINIENT FOONOMIC AGRICTANCE PROCE	

CERTIFICATION OF COMPLIANCE - LOCAL GOVERNMENT ECONOMIC ASSISTANCE PROGRAM

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# MIKE HARMON AUDITOR OF PUBLIC ACCOUNTS

To the People of Kentucky

The Honorable Matthew G. Bevin, Governor William M. Landrum III, Secretary Finance and Administration Cabinet The Honorable James Kay, Woodford County Judge/Executive Members of the Woodford County Fiscal Court

Independent Auditor's Report

#### **Report on the Financial Statement**

We have audited the accompanying Statement of Receipts, Disbursements, and Changes in Fund Balances - Regulatory Basis of the Woodford County Fiscal Court, for the year ended June 30, 2018, and the related notes to the financial statement which collectively comprise the Woodford County Fiscal Court's financial statement as listed in the table of contents.

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

Management is responsible for the preparation and fair presentation of this financial statement in accordance with accounting practices prescribed or permitted by the Department for Local Government to demonstrate compliance with the Commonwealth of Kentucky's regulatory basis of accounting and budget laws. This includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of a financial statement that is free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the *Audit Guide for Fiscal Court Audits* issued by the Auditor of Public Accounts, Commonwealth of Kentucky. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, 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 statement 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 statement.

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

209 ST. CLAIR STREET FRANKFORT, KY 40601-1817 TELEPHONE 502.564.5841 Facsimile 502.564.2912 www.auditor.ky.gov To the People of Kentucky The Honorable Matthew G. Bevin, Governor William M. Landrum III, Secretary Finance and Administration Cabinet The Honorable James Kay, Woodford County Judge/Executive Members of the Woodford County Fiscal Court

#### Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statement, the financial statement is prepared by the Woodford County Fiscal Court on the basis of the accounting practices prescribed or permitted by the Department for Local Government to demonstrate compliance with the Commonwealth of Kentucky's regulatory basis of accounting and budget laws, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

#### Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles paragraph, the financial statement referred to above does not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Woodford County Fiscal Court as of June 30, 2018, or changes in financial position or cash flows thereof for the year then ended.

#### **Opinion on Regulatory Basis of Accounting**

In our opinion, the financial statement referred to above presents fairly, in all material respects, the fund balances of the Woodford County Fiscal Court as of June 30, 2018, and their respective cash receipts and disbursements, and budgetary results for the year then ended, in accordance with the basis of accounting practices prescribed or permitted by the Department for Local Government described in Note 1.

#### **Other Matters**

#### Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statement taken as a whole of the Woodford County Fiscal Court. The Budgetary Comparison Schedules and the Capital Asset Schedule are presented for purposes of additional analysis and are not a required part of the financial statement; however, they are required to be presented in accordance with accounting practices prescribed or permitted by the Department for Local Government to demonstrate compliance with the Commonwealth of Kentucky's regulatory basis of accounting and budget laws.

The accompanying Budgetary Comparison Schedules and Capital Asset Schedule are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statement. Such information has been subjected to the auditing procedures applied in the audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Budgetary Comparison Schedules and Capital Asset Schedule are fairly stated in all material respects in relation to the financial statement as a whole.

To the People of Kentucky The Honorable Matthew G. Bevin, Governor William M. Landrum III, Secretary Finance and Administration Cabinet The Honorable James Kay, Woodford County Judge/Executive Members of the Woodford County Fiscal Court

#### Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 13, 2019, on our consideration of the Woodford County Fiscal Court's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Woodford County Fiscal Court's internal control over financial reporting and compliance.

Based on the results of our audit, we present the accompanying Schedule of Findings and Responses included herein, which discusses the following report findings:

- 2018-001 The Woodford County Fiscal Court's Fund Balances At Year End Were Misstated
- 2018-002 The Woodford County Fiscal Court Did Not Maintain Adequate Records For The Public Properties Corporation Fund
- 2018-003 The Woodford County Detention Center Did Not Batch Or Deposit Receipts Daily
- 2018-004 The Woodford County Fiscal Court Misstated Debt On The Liabilities Section Of The Quarterly Report

Respectfully submitted,

Mike Harmon Auditor of Public Accounts

February 13, 2019

# WOODFORD COUNTY OFFICIALS

# For The Year Ended June 30, 2018

# **Fiscal Court Members:**

John Coyle	County Judge/Executive
Jackie Brown	Magistrate
Kenneth Reed	Magistrate
Mary Ann Gill	Magistrate
Gerald Dotson	Magistrate
Duncan Gardiner	Magistrate
Gary Finnell	Magistrate
C.L. Watts	Magistrate
Linda Popp	Magistrate

# **Other Elected Officials:**

Alan George	County Attorney
Michele Rankin	Jailer
Sandy Jones	County Clerk
Christie Edwards	Circuit Court Clerk
John Wilhoit	Sheriff
Judy Bobbitt	Property Valuation Administrator
Ronald Owens	Coroner

# **Appointed Personnel:**

Sabra Garmon	County Treasurer
Sabra Garmon	Occupational Tax Administrator

### WOODFORD COUNTY STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES IN FUND BALANCES - REGULATORY BASIS

For The Year Ended June 30, 2018

## WOODFORD COUNTY STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES IN FUND BALANCES - REGULATORY BASIS

# For The Year Ended June 30, 2018

	Budgeted Funds							
		General Fund		Road Fund		Jail Fund		Local overnment conomic ssistance Fund
RECEIPTS								
Taxes	\$	9,361,316	\$		\$		\$	
In Lieu Tax Payments		50,000						
Licenses and Permits		41,085						
Intergovernmental		1,786,065		1,320,679		1,293,442		35,163
Charges for Services		940,726				36,092		
Miscellaneous		353,074		4,598		77,975		
Interest		22,389						
Total Receipts		12,554,655		1,325,277		1,407,509		35,163
DISBURSEMENTS								
General Government		4,781,995						
Protection to Persons and Property		2,762,178				1,666,426		
General Health and Sanitation		1,124,162						
Social Services		25,805						
Recreation and Culture		662,574						
Roads				1,303,281				52,245
Debt Service		273,194						
Capital Projects								
Administration		408,315		401,325		583,097		
Total Disbursements		10,038,223		1,704,606		2,249,523		52,245
Excess (Deficiency) of Receipts Over Disbursements Before Other Adjustments to Cash (Uses)		2,516,432		(379,329)		(842,014)		(17,082)
-						<u> </u>		<u> </u>
Other Adjustments to Cash (Uses) Financing Obligation Proceeds		1,000,000						
Payroll Revolving Account		20,144						
Transfers From Other Funds		20,144 90,481		412,843		950,000		
Transfers To Other Funds		(1,856,632)		-12,0-15		(57,401)		
Total Other Adjustments to Cash (Uses)		(746,007)		412,843		892,599		
Net Change in Fund Balance		1,770,425		33,514		50,585		(17,082)
Fund Balance - Beginning (Restated)		3,873,305		10,719		78,366		230,709
Fund Balance - Ending	\$	5,643,730	\$	44,233	\$	128,951	\$	213,627
Composition of Fund Balance								
Bank Balance	\$	5,295,552	\$	183,185	\$	192,879	\$	213,627
Less: Outstanding Checks	Ψ	(59,914)	Ψ	(138,952)	Ψ	(63,928)	Ψ	213,027
Certificates of Deposit		408,092		(100,752)		(03,720)		
Fund Balance - Ending	\$	5,643,730	\$	44,233	\$	128,951	\$	213,627

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

## WOODFORD COUNTY STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES IN FUND BALANCES - REGULATORY BASIS For The Year Ended June 30, 2018 (Continued)

Budgeted Funds									
Sta	State Grant Federal Grant Fund Fund								
\$		\$		\$		\$			
	119,756		181,459		32,932				
					35,288				
	119,756		181,459	. <u> </u>	68,220				
	10,000 66,653		181,654		90,621				
	15,672				50		292,500		
	92,325		181,654		90,671		292,500		
	27,431		(195)		(22,451)		(292,500)		
	14,532 (33,080)		158,462		27,344		293,451 (951)		
	(18,548)		158,462		27,344		292,500		
	8,883 78,523		158,267 1,450		4,893 (3,421)				
\$	87,406	\$	159,717	\$	1,472	\$	0		
\$	87,406	\$	159,717	\$	4,150 (2,678)	\$			
\$	87,406	\$	159,717	\$	1,472	\$	0		

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

### WOODFORD COUNTY STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES IN FUND BALANCES - REGULATORY BASIS For The Year Ended June 30, 2018 (Continued)

	<b>Unbudgeted</b>				
	Public Properties Corporation Courthouse Annex Fund		Jail mmissary Fund		Total Funds
RECEIPTS					
Taxes	\$	\$		\$	9,361,316
In Lieu Tax Payments					50,000
Licenses and Permits					41,085
Intergovernmental	40,385				4,809,881
Charges for Services					976,818
Miscellaneous			127,239		598,174
Interest					22,389
Total Receipts	40,385		127,239		15,859,663
DISBURSEMENTS					
General Government					4,781,995
Protection to Persons and Property					4,710,879
General Health and Sanitation					1,190,815
Social Services					25,805
Recreation and Culture			146,311		808,885
Roads					1,355,526
Debt Service	41,336				607,030
Capital Projects					15,672
Administration	296				1,393,083
Total Disbursements	41,632	·	146,311		14,889,690
Excess (Deficiency) of Receipts Over Disbursements Before Other	(1.045)		(10.050)		0.60.072
Adjustments to Cash (Uses)	(1,247)	·	(19,072)		969,973
Other Adjustments to Cash (Uses)					
Financing Obligation Proceeds					1,000,000
Payroll Revolving Account					20,144
Transfers From Other Funds	951				1,948,064
Transfers To Other Funds		·			(1,948,064)
Total Other Adjustments to Cash (Uses)	951	·			1,020,144
Net Change in Fund Balance	(296)		(19,072)		1,990,117
Fund Balance - Beginning (Restated)	296		75,344		4,345,291
Fund Balance - Ending	\$ 0	\$	56,272	\$	6,335,408
Composition of Fund Balance					
Bank Balance	\$	\$	61,890	\$	6,198,406
Less: Outstanding Checks		т	(5,618)	Ŧ	(271,090)
Certificates of Deposit			× //		408,092
Fund Balance - Ending	\$ 0	\$	56,272	\$	6,335,408

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

# INDEX FOR NOTES TO THE FINANCIAL STATEMENT

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES	
DEPOSITS	13
TRANSFERS	13
Agency Trust Funds	14
LONG-TERM DEBT	14
COMMITMENT DEBT	17
EMPLOYEE RETIREMENT SYSTEM	
FLEXIBLE SPENDING ACCOUNT	
INSURANCE	
TAX ABATEMENTS	
PRIOR PERIOD ADJUSTMENTS	
REVOLVING ACCOUNTS	
CONDUIT DEBT	
	PRIOR PERIOD ADJUSTMENTS

#### WOODFORD COUNTY NOTES TO FINANCIAL STATEMENT

#### June 30, 2018

#### Note 1. Summary of Significant Accounting Policies

#### A. Reporting Entity

The financial statement of Woodford County includes all budgeted and unbudgeted funds under the control of the Woodford County Fiscal Court. Budgeted funds included within the reporting entity are those funds presented in the county's approved annual budget and reported on the quarterly reports submitted to the Department for Local Government. Unbudgeted funds may include non-fiduciary financial activities, private purpose trust funds, and internal service funds that are within the county's control. Unbudgeted funds may also include any corporation to act as the fiscal court in the acquisition and financing of any public project which may be undertaken by the fiscal court pursuant to the provisions of Kentucky law and thus accomplish a public purpose of the fiscal court. The unbudgeted funds are not presented in the annual approved budget or in the quarterly reports submitted to the Department for Local Government.

#### **B.** Basis of Accounting

The financial statement is presented on a regulatory basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) as established by the Governmental Accounting Standards Board. This basis of accounting involves the reporting of fund balances and the changes therein resulting from cash inflows (cash receipts) and cash outflows (cash disbursements) to meet the financial reporting requirements of the Department for Local Government and the laws of the Commonwealth of Kentucky.

This regulatory basis of accounting differs from GAAP primarily because the financial statement format does not include the GAAP presentations of government-wide and fund financial statements, cash receipts are recognized when received in cash rather than when earned and susceptible to accrual, and cash disbursements are recognized when paid rather than when incurred or subject to accrual.

Generally, except as otherwise provided by law, property taxes are assessed as of January 1, levied (mailed) November 1, due at discount November 30, due at face value December 31, delinquent January 1 following the assessment, and subject to sale ninety days following April 15.

#### C. Basis of Presentation

#### **Budgeted Funds**

The fiscal court reports the following budgeted funds:

General Fund - This is the primary operating fund of the fiscal court. It accounts for all financial resources of the general government, except where the Department for Local Government requires a separate fund or where management requires that a separate fund be used for some function.

Road Fund - This fund is for road and bridge construction and repair. The primary sources of receipts for this fund are state payments for truck license distribution, municipal road aid, and transportation grants. The Department for Local Government requires the fiscal court to maintain these receipts and disbursements separately from the general fund.

Jail Fund - The primary purpose of this fund is to account for the jail expenses of the county. The primary sources of receipts for this fund are reimbursements from the state and federal governments, payments from other counties for housing prisoners, and transfers from the general fund. The Department for Local Government requires the fiscal court to maintain these receipts and disbursements separately from the general fund.

#### Note 1. Summary of Significant Accounting Policies (Continued)

#### C. Basis of Presentation (Continued)

#### **Budgeted Funds** (Continued)

Local Government Economic Assistance Fund - The primary purpose of this fund is to account for grants and related disbursements. The primary sources of receipts for this fund are grants from the state and federal governments.

State Grant Fund - The primary purpose of this fund is to account for state grant monies received.

Federal Grant Fund - The primary purpose of this fund is to account for federal grant monies received.

Disaster Emergency Services Fund - The primary purpose of this fund is to account for disaster emergency expenses of the county. The primary sources of receipts for this fund are federal and state grants.

Debt Service Fund - The primary purpose of this fund is to account for the debt payments the county has obligations related to their General Obligation Bonds for the Falling Springs Community Center and the park expansion.

#### **Unbudgeted Funds**

The fiscal court reports the following unbudgeted funds:

Public Properties Corporation Courthouse Annex Fund - The purpose of this fund is to account for debt service requirements of the Courthouse Annex bonds for the fiscal court. The Department for Local Government does not require the fiscal court to budget these funds.

Jail Commissary Fund - The canteen operations are authorized pursuant to KRS 441.135. The profits generated from the sale of items are to be used for the benefit and to enhance the well-being of the inmates, or to enhance safety and security within the jail. The jailer is required to maintain accounting records and report annually to the county treasurer the receipts and disbursements of the jail commissary fund.

#### **D.** Budgetary Information

Annual budgets are adopted on a regulatory basis of accounting which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) as established by the Governmental Accounting Standards Board and according to the laws of Kentucky as required by the state local finance officer.

The county judge/executive is required to submit estimated receipts and proposed disbursements to the fiscal court by May 1 of each year. The budget is prepared by fund, function, and activity and is required to be adopted by the fiscal court by July 1.

The fiscal court may change the original budget by transferring appropriations at the activity level; however, the fiscal court may not increase the total budget without approval by the state local finance officer. Disbursements may not exceed budgeted appropriations at the activity level.

The state local finance officer does not require the jail commissary fund to be budgeted because the fiscal court does not approve the expenses of this fund.

#### Note 1. Summary of Significant Accounting Policies (Continued)

#### **D.** Budgetary Information (Continued)

The state local finance officer does not require the public properties corporation courthouse annex fund to be budgeted. Bond indentures and other relevant contractual provisions require specific payments to and from this fund annually.

#### E. Woodford County Elected Officials

Kentucky law provides for election of the officials listed below from the geographic area constituting Woodford County. Pursuant to state statute, these officials perform various services for the Commonwealth of Kentucky, its judicial courts, the fiscal court, various cities and special districts within the county, and the board of education. In exercising these responsibilities, however, they are required to comply with state laws. Audits of their financial statements are issued separately and individually and can be obtained from their respective administrative offices. These financial statements are not required to be included in the financial statement of the Woodford County Fiscal Court.

- Circuit Court Clerk
- County Attorney
- Property Valuation Administrator
- County Clerk
- County Sheriff

#### F. Deposits and Investments

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

KRS 66.480 authorizes the county to invest in obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

#### G. Long-term Obligations

The fund financial statement recognizes bond interest, as well as bond issuance costs when received or when paid, during the current period. The principal amount of the debt and interest are reported as disbursements. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as disbursements. Debt proceeds are reported as other adjustments to cash.

#### WOODFORD COUNTY NOTES TO FINANCIAL STATEMENT June 30, 2018 (Continued)

#### Note 2. Deposits

The fiscal court maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC) as required by KRS 66.480(1)(d). According to KRS 41.240, the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the fiscal court and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution. These requirements were met.

#### Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a depository institution failure, the government's deposits may not be returned. The government does not have a deposit policy for custodial credit risk, but rather follows the requirements of KRS 66.480(1)(d) and KRS 41.240. As of June 30, 2018, all deposits were covered by FDIC insurance or a properly executed collateral security agreement.

#### Note 3. Transfers

The table below shows the interfund operating transfers for fiscal year 2018.

	General	Jail		State Grant		Debt Sevive		Total	
	Fund		Fund	Fund		Fund		Transfers In	
General Fund	\$	\$	57,401	\$	33,080	\$		\$	90,481
Road Fund	412,843								412,843
Jail Fund	950,000								950,000
State Grant Fund	14,532								14,532
Federal Grant Fund	158,462								158,462
Disaster Emergency Services Fund	27,344								27,344
Debt Service Fund	293,451								293,451
Public Properties Corporation									
Courthouse Annex Fund							951		951
Total Transfers Out	\$ 1,856,632	\$	57,401	\$	33,080	\$	951	\$	1,948,064

Reason for transfers:

To move resources from and to the general fund and other funds, for budgetary purposes, to the funds that will expend them.

#### Note 4. Agency Trust Funds

Agency trust funds report only those resources held in a trust or custodial capacity for individuals, private organizations, or other governments.

The fiscal court has the following agency trust funds:

Jail Inmate Fund - This fund accounts for funds received from the inmates. The balance in the jail inmate fund as of June 30, 2018, was \$74,979.

#### Note 5. Long-term Debt

#### A. First Mortgage Revenue Refunding Bonds - Series 2017

On April 11, 2017, the Woodford County Public Properties Corporation issued \$2,260,496 in First Mortgage Revenue Refunding Bonds, Series 2017 for the purpose of the defeasance of the outstanding First Mortgage Revenue Refunding Bonds, Series 2008, along with paying the associated costs of issuing the bonds. Principal payments are due August 1, and interest is payable semiannually on February 1 and August 1. The interest rate is 2.27 percent. The outstanding principal balance as of June 30, 2018, was \$2,260,496.

Scheduled					
3					
4					
9					
4					
3					
3					
6					
2					

#### B. General Obligation Refunding Bonds - Series 2007

On March 1, 2007, the Woodford County Fiscal Court issued \$3,420,000 General Obligation Refunding Bonds for the purpose of the defeasance of the majority of the outstanding General Obligation Bonds, Series 2000 (those with maturity dates of 2011 and after) along with paying the associated costs of issuing the bonds. Of this amount \$3,339,935 was placed with an escrow agent in order to pay off eligible bonds upon maturity. Principal payments are due February 1, and interest, at a fixed rate of 3.65 percent, is payable semiannually on February 1 and August 1. This amount has been determined to meet all bond and interest requirements maturing on or after February 1, 2011. As of June 30, 2018, the outstanding principal balance was \$765,000.

Fiscal Year Ending June 30	F	Principal		heduled nterest
2019 2020	\$	\$ 375,000 390,000		27,923 14,235
Totals	\$	765,000	\$	42,158

#### Note 5. Long-term Debt (Continued)

#### C. General Obligation Bonds - Series 2012

On August 1, 2012, the Woodford County Fiscal Court issued \$1,550,000 General Obligation Bonds to purchase land to expand Falling Springs Park and to pay the associated costs of issuing the bonds. Principal payments are due August 1, and interest is payable semiannually on February 1 and August 1. The outstanding principal balance as of June 30, 2018, was \$1,120,000.

Fiscal Year Ending June 30	1	Principal	Scheduled Interest			
		- morpu				
2019	\$	70,000	\$	21,269		
2020		70,000		20,525		
2021		75,000		19,616		
2022		30,000		18,875		
2023		35,000		18,388		
2024-2028		400,000		70,972		
2029-2033		440,000		25,934		
Totals	\$	1,120,000	\$	195,579		

#### D. Financing Obligation - Conservation District Building

On December 8, 1994, Woodford County entered into a \$387,000 financing obligation agreement with Kentucky Association of Counties Leasing Trust Program for the construction of a Conservation District Building, with repayment to be made over a 25 year period. Principal payments are due January 20 and interest payments are due monthly. As of December 1, 2004, this agreement converted from a fixed rate of 5.95 percent to a variable rate. The financing obligation was paid off on January 20, 2018.

#### E. Financing Obligation - Ambulance #9

On April 23, 2016, Woodford County entered into a \$180,000 financing obligation agreement with Kentucky Association of Counties Leasing Trust Program for the purchase of an ambulance, with repayment to be made over a 20 month period. Principal and interest payments are due on the 20th of each month. The outstanding principal balance as of June 30, 2018, was \$37,740.

Fiscal Year Ending June 30	P	rincipal	Scheduled Interest			
2019	\$ 37,740		\$	750		
Totals	\$	37,740	\$	750		

#### Note 5. Long-term Debt (Continued)

#### F. Financing Obligation - Ambulance #10

On June 27, 2016, Woodford County entered into a \$167,000 financing obligation agreement with Kentucky Association of Counties Leasing Trust Program for the purchase of an ambulance, with repayment to be made over a 20 month period. Principal and interest payments are due on the 20th of each month. The outstanding principal balance as of June 30, 2018, was \$34,941.

Fiscal Year Ending		Scheduled				
June 30	P	rincipal	Interest			
2019	\$ 34,941		\$	694		
Totals	\$	34,941	\$	694		

#### G. Financing Obligation - Ambulance Cardiac Monitoring

On September 15, 2015, Woodford County entered into a \$131,000 financing obligation agreement with Kentucky Association of Counties Leasing Trust Program for the purchase of cardiac monitoring equipment, with repayment to be made over a 60 month period. Principal and interest payments are due on the 20th of each month. The interest rate is 3.55 percent. The outstanding principal balance as of June 30, 2018, was \$58,950.

Fiscal Year Ending June 30	P	rincipal	~	heduled nterest
2019	\$	26,200	\$	1,690
2020		26,200		748
2021		6,550		39
Totals	\$	58,950	\$	2,477

#### H. Financing Obligation - Clock Tower and Courthouse

On August 3, 2017, Woodford County entered into a \$1,000,000 financing obligation agreement with Kentucky Association of Counties Leasing Trust Program for repairs to the clock tower and courthouse, with repayment to be made over an 84 month period. Principal and interest payments are due on the 20th of each month. The interest rate is 3.518 percent. The outstanding principal balance as of June 30, 2018, was \$880,952.

#### Note 5. Long-term Debt (Continued)

#### H. Financing Obligation - Clock Tower and Courthouse (Continued)

Fiscal Year Ending June 30	F	Principal	Scheduled Interest			
2019	\$	142,857	\$	28,942		
2020		142,857		23,935		
2021		142,857		18,803		
2022		142,857		13,734		
2023		142,857		8,664		
2024-2025		166,667		3,707		
Totals	\$	880,952	\$	97,785		

#### I. Changes In Long-term Debt

Long-term Debt activity for the year ended June 30, 2018, was as follows:

	]	Beginning Balance	Additions		Additions Reductions		Reductions		Ending luctions Balance		Due Within One Year	
General Obligation Bonds Revenue Bonds	\$	2,315,000 2,260,496	\$		\$	430,000	\$	1,885,000 2,260,496	\$	445,000 162,972		
Financing Obligations		248,816		1,000,000		236,233		1,012,583		241,738		
Total Long-term Debt	\$	4,824,312	\$	1,000,000	\$	666,233	\$	5,158,079	\$	849,710		

#### Note 6. Commitment Debt

Woodford County Economic Development Authority

The Versailles-Woodford County Economic Development Authority had a loan of \$6,300,000 dated December 22, 2001, of which only \$5,651,161 had been drawn down through June 30, 2004. The loan was guaranteed by Woodford County and the City of Midway and secured by real estate. As agreed, the fiscal court had been paying half of the interest rate on the loan. On December 1, 2004, the Woodford County Economic Development Authority issued First Mortgage Revenue Bonds, Series 2004, in the amount of \$6,247,350. The proceeds from this issuance were used to pay off the original loan. These bonds constitute special obligations of the Economic Development Authority and principal, interest, and any premium on the bonds are payable solely from the revenues and other monies pledged and assigned by the mortgage to secure that payment. The bonds do not represent or constitute an indebtedness of the governmental units or a pledge of faith and credit or taxing power of the governmental units. The Woodford County Fiscal Court has agreed to pay half the interest on the bonds, as payments are due. Reimbursement to the fiscal court is expected when the industrial park is sold.

#### WOODFORD COUNTY NOTES TO FINANCIAL STATEMENT June 30, 2018 (Continued)

#### Note 7. Employee Retirement System

The fiscal court has elected to participate, pursuant to KRS 78.530, in the County Employees Retirement System (CERS), which is administered by the Board of Trustees of the Kentucky Retirement Systems (KRS). This is a cost-sharing, multiple-employer, defined benefit pension plan, which covers all eligible full-time employees and provides for retirement, disability, and death benefits to plan members. Benefit contributions and provisions are established by statute.

The county's contribution for FY 2016 was \$1,007,257, FY 2017 was \$879,899, and FY 2018 was \$891,308.

#### Nonhazardous

Nonhazardous covered employees are required to contribute 5 percent of their salary to the plan. Nonhazardous covered employees who begin participation on or after September 1, 2008, are required to contribute 6 percent of their salary to be allocated as follows: 5 percent will go to the member's account and 1 percent will go to the KRS insurance fund.

In accordance with Senate Bill 2, signed by the Governor on April 4, 2013, plan members who began participating on or after January 1, 2014, were required to contribute to the Cash Balance Plan. The Cash Balance Plan is known as a hybrid plan because it has characteristics of both a defined benefit plan and a defined contribution plan. Members in the plan contribute a set percentage of their salary each month to their own accounts. Nonhazardous covered employees contribute 5 percent of their annual creditable compensation. Nonhazardous members also contribute 1 percent to the health insurance fund which is not credited to the member's account and is not refundable. The employer contributes a set percentage of the member's salary. Each month, when employer contributions are received, an employer pay credit is deposited to the member's account. A member's account is credited with a 4 percent employer pay credit. The employer pay credit represents a portion of the employer contribution.

Benefits fully vest on reaching five years of service for nonhazardous employees. Aspects of benefits for nonhazardous employees include retirement after 27 years of service or age 65. Nonhazardous employees who begin participation on or after September 1, 2008, must meet the rule of 87 (member's age plus years of service credit must equal 87, and the member must be a minimum of 57 years of age) or the member is age 65, with a minimum of 60 months service credit.

The county's contribution rate for nonhazardous employees was 19.18 percent.

#### Hazardous

Hazardous covered employees are required to contribute 8 percent of their salary to the plan. Hazardous covered employees who begin participation on or after September 1, 2008, are required to contribute 9 percent of their salary to be allocated as follows: 8 percent will go to the member's account and 1 percent will go to the KRS insurance fund.

In accordance with Senate Bill 2, signed by the Governor on April 4, 2013, plan members who began participating on or after January 1, 2014, were required to contribute to the Cash Balance Plan. The Cash Balance Plan is known as a hybrid plan because it has characteristics of both a defined benefit plan and a defined contribution plan.

#### WOODFORD COUNTY NOTES TO FINANCIAL STATEMENT June 30, 2018 (Continued)

#### Note 7. Employee Retirement System (Continued)

#### Hazardous (Continued)

Members in the plan contribute a set percentage of their salary each month to their own accounts. Hazardous members contribute 8 percent of their annual creditable compensation and also contribute 1 percent to the health insurance fund which is not credited to the member's account and is not refundable. The employer contribution rate is set annually by the Board based on an actuarial valuation. The employer contributes a set percentage of the member's salary. Each month, when employer contributions are received, an employer pay credit is deposited to the member's account. A hazardous member's account is credited with a 7.5 percent employer pay credit. The employer pay credit represents a portion of the employer contribution.

Aspects of benefits for hazardous employees include retirement after 20 years of service or age 55. For hazardous employees who begin participation on or after September 1, 2008, aspects of benefits include retirement after 25 years of service or the member is age 60, with a minimum of 60 months of service credit.

The county's contribution rate for hazardous employees was 31.55 percent.

#### Other Post-Employment Benefits (OPEB)

A. <u>Health Insurance Coverage - Tier 1</u>

CERS provides post-retirement health care coverage as follows:

For members participating prior to July 1, 2003, years of service and respective percentages of the maximum contribution are as follows:

Years of Service	% Paid by Insurance Fund	% Paid by Member through Payroll Deduction
20 or more	100%	0%
15-19	75%	25%
10-14	50%	50%
4-9	25%	75%
Less than 4	0%	100%

As a result of House Bill 290 (2004 General Assembly), medical insurance benefits are calculated differently for members who began participation on or after July 1, 2003. Once members reach a minimum vesting period of ten years, non-hazardous employees whose participation began on or after July 1, 2003, earn ten dollars per month for insurance benefits at retirement for every year of earned service without regard to a maximum dollar amount. This dollar amount is subject to adjustment annually based on the retiree cost of living adjustment, which is updated annually due to changes in the Consumer Price Index.

Hazardous employees whose participation began on or after July 1, 2003, earn 15 dollars per month for insurance benefits at retirement for every year of earned service without regard to a maximum dollar amount. Upon the death of a hazardous employee, the employee's spouse receives ten dollars per month for insurance benefits for each year of the deceased employee's hazardous service. This dollar amount is subject to adjustment annually based on the retiree cost of living adjustment, which is updated annually due to changes in the Consumer Price Index.

## Note 7. Employee Retirement System (Continued)

Other Post-Employment Benefits (OPEB) (Continued)

A. <u>Health Insurance Coverage – Tier 1</u> (Continued)

Benefits are covered under KRS 161.714 with exception of COLA and retiree health benefits after July 2003.

#### B. Health Insurance Coverage - Tier 2 and Tier 3 - Nonhazardous

Once members reach a minimum vesting period of 15 years, they earn ten dollars per month for insurance benefits at retirement for every year of earned service without regard to a maximum dollar amount. This dollar amount is subject to adjustment annually by 1.5%. This was established for Tier 2 members during the 2008 Special Legislative Session by House Bill 1. During the 2013 Legislative Session, Senate Bill 2 was enacted, creating Tier 3 benefits for members.

The monthly insurance benefit has been increased annually as a 1.5% cost of living adjustment (COLA) since July 2003 when the law changed. The annual increase is cumulative and continues to accrue after the member's retirement.

Tier 2 member benefits are covered by KRS 161.714 with exception of COLA and retiree health benefits after July 2003. Tier 3 members are not covered by the same provisions.

#### C. <u>Health Insurance Coverage - Tier 2 and Tier 3 - Hazardous</u>

Once members reach a minimum vesting period of 15 years, earn fifteen dollars per month for insurance benefits at retirement for every year of earned service without regard to a maximum dollar amount. This dollar amount is subject to adjustment annually by 1.5%. Upon the death of a hazardous employee, the employee's spouse receives ten dollars per month for insurance benefits for each year of the deceased employee's hazardous service. This was established for Tier 2 members during the 2008 Special Legislative Session by House Bill 1. During the 2013 Legislative Session, Senate Bill 2 was enacted, creating Tier 3 benefits for members.

The monthly insurance benefit has been increased annually as a 1.5% COLA since July 2003 when the law changed. The annual increase is cumulative and continues to accrue after the member's retirement.

#### D. Cost of Living Adjustments - Tier 1

The 1996 General Assembly enacted an automatic cost of living adjustment (COLA) provision for all recipients of KRS benefits. During the 2008 Special Session, the General Assembly determined that each July beginning in 2009, retirees who have been receiving a retirement allowance for at least 12 months will receive an automatic COLA of 1.5%. The COLA is not a guaranteed benefit. If a retiree has been receiving a benefit for less than 12 months, and a COLA is provided, it will be prorated based on the number of months the recipient has been receiving a benefit.

#### E. Cost of Living Adjustments - Tier 2 and Tier 3

No COLA is given unless authorized by the legislature with specific criteria. To this point, no COLA has been authorized by the legislature for Tier 2 or Tier 3 members.

#### Note 7. Employee Retirement System (Continued)

#### F. Death Benefit

If a retired member is receiving a monthly benefit based on at least 48 months of service credit, KRS will pay a \$5,000 death benefit payment to the beneficiary designated by the member specifically for this benefit. Members with multiple accounts are entitled to only one death benefit.

#### KRS Annual Financial Report and Proportionate Share Audit Report

KRS issues a publicly available annual financial report that includes financial statements and required supplementary information on CERS. This report may be obtained by writing the Kentucky Retirement Systems, 1260 Louisville Road, Frankfort, KY 40601-6124, or by telephone at (502) 564-4646.

KRS also issues proportionate share audit reports for both total pension liability and other post-employment benefits for CERS determined by actuarial valuation as well as each participating county's proportionate share. Both the Schedules of Employer Allocations and Pension Amounts by Employer and the Schedules of Employer Allocations and Pension Amounts by Employer and the Schedules of Employer Allocations and the related actuarial tables are available online at <a href="https://kyret.ky.gov">https://kyret.ky.gov</a>. The complete actuarial valuation report, including all actuarial assumptions and methods, is also available on the website or can be obtained as described in the paragraph above.

#### Note 8. Deferred Compensation

On February 24, 2000, the Woodford County Fiscal Court voted to allow all eligible employees to participate in deferred compensation plans administered by the Kentucky Public Employees' Deferred Compensation Authority. The Kentucky Public Employees' Deferred Compensation Authority is authorized under KRS 18A.230 to 18A.275 to provide administration of tax sheltered supplemental retirement plans for all state, public school and university employees, and employees of local political subdivisions that have elected to participate.

These deferred compensation plans permit all full time employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. Participation by eligible employees in the deferred compensation plans is voluntary.

Historical trend information showing the Kentucky Public Employees' Deferred Compensation Authority's progress in accumulating sufficient assets to pay benefits when due is presented in the Kentucky Public Employees' Deferred Compensation Authority's annual financial report. This report may be obtained by writing the Kentucky Public Employees' Deferred Compensation Authority at 101 Sea Hero Road, Suite 110, Frankfort, KY 40601-8862, or by telephone at (502) 573-7925.

#### Note 9. Flexible Spending Account

The Woodford Fiscal Court established a flexible spending account to provide employees an additional health benefit. The county has contracted with a third-party administrator to administer the plan. Each employee determines the amount to be withheld from their paycheck. Employees can receive reimbursement either through a debit card or by submitting a claim to the third-party administrator. The Woodford County Fiscal Court did not contribute to this plan during fiscal year ended June 30, 2018.

#### WOODFORD COUNTY NOTES TO FINANCIAL STATEMENT June 30, 2018 (Continued)

#### Note 10. Insurance

For the fiscal year ended June 30, 2018, the Woodford County Fiscal Court was a member of the Kentucky Association of Counties' All Lines Fund (KALF). KALF is a self-insurance fund and was organized to obtain lower cost coverage for general liability, property damage, public officials' errors and omissions, public liability, and other damages. The basic nature of a self-insurance program is that of collectively shared risk by its members. If losses incurred for covered claims exceed the resources contributed by the members, the members are responsible for payment of the excess losses.

#### Note 11. Tax Abatements

A. More Than A Bakery, LLC

The occupational tax license fee was abated under the authority of the Kentucky Business Investment Program (KBI) offered by the Kentucky Cabinet for Economic Development. More Than A Bakery, LLC is eligible to receive this tax abatement by employing 310 new hires. The taxes are abated allowing the company to retain one-half of one percent (0.5%) of occupational tax license fees which would be paid by new employees from their salaries and wages. For the fiscal year ended June 30, 2018, the company had not met the requirements and Woodford County Fiscal Court did not abate any occupational tax license fees.

#### B. Quad Graphics

The occupational tax license fee was abated under the authority of the Kentucky Business Investment Program (KBI) offered by the Kentucky Cabinet for Economic Development. Quad Graphics is eligible to receive this tax abatement by employing 20 new hires. The taxes are abated allowing the company to retain one-half of one percent (0.5%) of occupational tax license fees which would be paid by new employees from their salaries and wages. For the fiscal year ended June 30, 2018, the company had not met the requirements and Woodford County Fiscal Court did not abate any occupational tax license fees.

#### Note 12. Prior Period Adjustments

The general fund beginning balance was restated by \$325,783, the road fund beginning balance was restated by (\$412,813), the jail fund beginning balance was restated by \$57,401, the state grant fund beginning balance was restated by \$33,080, the disaster emergency services fund beginning balance was restated by (\$3,421), and the jail commissary fund beginning balance was restated by \$280 due to errors and omissions in prior years.

#### Note 13. Revolving Accounts

The reconciled balance of the payroll and payroll revolving accounts of \$20,144 as of June 30, 2018, was added to the general fund cash balance for financial reporting purposes.

#### Note 14. Conduit Debt

From time to time the county has issued bonds to provide financial assistance industries in Woodford County for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest, in accordance with KRS 103.210.

This debt may take the form of certain types of limited-obligation revenue bonds, certificates of participation, or similar debt instruments. Although conduit debt obligations bear the Woodford County Fiscal Court's name as issuer, the fiscal court has no obligation for such debt beyond the resources provided by a lease or loan with the third party on whose behalf it is issued. Neither the fiscal court nor any political subdivision thereof is obligated

### WOODFORD COUNTY NOTES TO FINANCIAL STATEMENT June 30, 2018 (Continued)

### Note 14. Conduit Debt (Continued)

in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the accompanying financial statement. As of June 30, 2018, conduit debt has been issued but the amount currently outstanding is not reasonably determinable.

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# WOODFORD COUNTY BUDGETARY COMPARISON SCHEDULES Supplementary Information - Regulatory Basis

For The Year Ended June 30, 2018

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# WOODFORD COUNTY BUDGETARY COMPARISON SCHEDULES Supplementary Information - Regulatory Basis

# For The Year Ended June 30, 2018

	GENERAL FUND								
	Budgeted Original	Amounts Final	Actual Amounts, (Budgetary Basis)	Variance with Final Budget Positive (Negative)					
RECEIPTS	Oligina	I IIIdi	Dusisy	(iteguite)					
Taxes	\$ 8,498,800	\$ 8,498,800	\$ 9,361,316	\$ 862,516					
In Lieu Tax Payments			50,000	50,000					
Licenses and Permits	42,000	42,000	41,085	(915)					
Intergovernmental	1,883,102	1,883,102	1,786,065	(97,037)					
Charges for Services	817,000	817,000	940,726	123,726					
Miscellaneous	249,960	249,960	353,074	103,114					
Interest	7,500	7,500	22,389	14,889					
Total Receipts	11,498,362	11,498,362	12,554,655	1,056,293					
DISBURSEMENTS									
General Government	4,136,532	5,276,809	4,781,995	494,814					
Protection to Persons and Property	2,985,439	2,987,957	2,762,178	225,779					
General Health and Sanitation	1,151,366	1,151,800	1,124,162	27,638					
Social Services	27,183	27,805	25,805	2,000					
Recreation and Culture	676,627	679,654	662,574	17,080					
Bus Services	16,000	16,000	,	16,000					
Debt Service	274,518	274,518	273,194	1,324					
Administration	2,228,595	2,580,612	408,315	2,172,297					
Total Disbursements	11,496,260	12,995,155	10,038,223	2,956,932					
Excess (Deficiency) of Receipts Over Disbursements Before Other Adjustments to Cash (Uses)	2,102	(1,496,793)	2,516,432	4,013,225					
Other Adjustments to Cash (Uses)									
Financing Obligation Proceeds		989,487	1,000,000	10,513					
Transfers From Other Funds			90,481	90,481					
Transfers To Other Funds	(2,559,321)	(2,972,164)	(1,856,632)	1,115,532					
Total Other Adjustments to Cash (Uses)	(2,559,321)	(1,982,677)	(766,151)	1,216,526					
Net Change in Fund Balance	(2,557,219)	(3,479,470)	1,750,281	5,229,751					
Fund Balance - Beginning (Restated)	2,557,219	3,547,526	3,873,305	325,779					
Fund Balance - Ending	\$ 0	\$ 68,056	\$ 5,623,586	\$ 5,555,530					

	ROAD FUND								
	Budgeted Original	Amounts Final	Actual Amounts, (Budgetary Basis)	Variance with Final Budget Positive (Negative)					
RECEIPTS		1 11141	Dusisy	(itegative)					
Intergovernmental	\$ 1,150,157	\$ 1,370,461	\$ 1,320,679	\$ (49,782)					
Charges for Services	3,500	3,500		(3,500)					
Miscellaneous	1,100	1,100	4,598	3,498					
Total Receipts	1,154,757	1,375,061	1,325,277	(49,784)					
DISBURSEMENTS									
Roads	1,592,561	2,284,168	1,303,281	980,887					
Administration	484,957	916,150	401,325	514,825					
Total Disbursements	2,077,518	3,200,318	1,704,606	1,495,712					
Excess (Deficiency) of Receipts Over Disbursements Before Other									
Adjustments to Cash (Uses)	(922,761)	(1,825,257)	(379,329)	1,445,928					
Other Adjustments to Cash (Uses)									
Transfers From Other Funds	922,761	1,335,604	412,843	(922,761)					
Total Other Adjustments to Cash (Uses)	922,761	1,335,604	412,843	(922,761)					
Net Change in Fund Balance		(489,653)	33,514	523,167					
Fund Balance - Beginning (Restated)		423,530	10,719	(412,811)					
Fund Balance - Ending	\$ 0	\$ (66,123)	\$ 44,233	\$ 110,356					

	JAIL FUND								
		Budgeted Original	ounts Final		Actual Amounts, Budgetary Basis)	Variance with Final Budget Positive (Negative)			
RECEIPTS									
Intergovernmental	\$	924,381	\$	1,120,363	\$	1,293,442	\$	173,079	
Charges for Services		40,500		40,500		36,092		(4,408)	
Miscellaneous		42,500		62,500		77,975		15,475	
Total Receipts		1,007,381		1,223,363		1,407,509		184,146	
DISBURSEMENTS									
Protection to Persons and Property		1,688,940		1,857,440		1,666,426		191,014	
Administration		609,535		677,982		583,097		94,885	
Total Disbursements		2,298,475		2,535,422		2,249,523		285,899	
Excess (Deficiency) of Receipts Over									
Disbursements Before Other									
Adjustments to Cash (Uses)		(1,291,094)		(1,312,059)		(842,014)		470,045	
Other Adjustments to Cash (Uses)									
Transfers From Other Funds		1,291,094		1,291,094		950,000		(341,094)	
Transfers To Other Funds						(57,401)		(57,401)	
Total Other Adjustments to Cash (Uses)		1,291,094		1,291,094		892,599		(398,495)	
Net Change in Fund Balance				(20,965)		50,585		71,550	
Fund Balance - Beginning (Restated)				20,965		78,366		57,401	
Fund Balance - Ending	\$	0	\$	0	\$	128,951	\$	128,951	

### LOCAL GOVERNMENT ECONOMIC ASSISTANCE FUND

	(	Budgeted Driginal	Amo	unts Final	Actual Amounts, (Budgetary Basis)		Fir	iance with nal Budget Positive Negative)
RECEIPTS					· /		<u> </u>	
Intergovernmental	\$	45,000	\$	45,000	\$	35,163	\$	(9,837)
Total Receipts		45,000		45,000		35,163		(9,837)
DISBURSEMENTS								
Roads		60,000		60,000		52,245		7,755
Administration		171,094		215,709				215,709
Total Disbursements		231,094		275,709		52,245		223,464
Excess (Deficiency) of Receipts Over Disbursements Before Other								
Adjustments to Cash (Uses)		(186,094)		(230,709)		(17,082)		213,627
Net Change in Fund Balance Fund Balance - Beginning		(186,094) 186,094		(230,709) 230,709		(17,082) 230,709		213,627
Fund Balance - Ending	\$	0	\$	0	\$	213,627	\$	213,627

	STATE GRANT FUND							
		Budgetec Original	unts Final		Actual Amounts, Budgetary Basis)	Fi	riance with nal Budget Positive Negative)	
RECEIPTS								
Intergovernmental	\$	487,348	\$	490,343	\$	119,756	\$	(370,587)
Total Receipts		487,348		490,343		119,756		(370,587)
DISBURSEMENTS								
Protection to Persons and Property		10,000		12,640		10,000		2,640
General Health and Sanitation		98,735		111,009		66,653		44,356
Capital Projects		378,613		378,613		15,672		362,941
Administration				33,524				33,524
Total Disbursements		487,348		535,786		92,325		443,461
Excess (Deficiency) of Receipts Over								
Disbursements Before Other								
Adjustments to Cash (Uses)				(45,443)		27,431		72,874
Other Adjustments to Cash (Uses)								
Transfers From Other Funds						14,532		14,532
Transfers To Other Funds						(33,080)		(33,080)
Total Other Adjustments to Cash (Uses)						(18,548)		(18,548)
Net Change in Fund Balance				(45,443)		8,883		54,326
Fund Balance - Beginning (Restated)				45,443		78,523		33,080
Fund Balance - Ending	\$	0	\$	0	\$	87,406	\$	87,406

	FEDERAL GRANT FUND								
	Budgeted Amounts		unts	Actual Amounts, (Budgetary		Fi	riance with nal Budget Positive		
	(	Original		Final	Basis)		(Negative)		
RECEIPTS									
Intergovernmental	\$	556,795	\$	556,795	\$	181,459	\$	(375,336)	
Total Receipts		556,795		556,795		181,459		(375,336)	
DISBURSEMENTS									
Protection to Persons and Property		556,795		558,295		181,654		376,641	
Administration				1,450				1,450	
Total Disbursements		556,795		559,745		181,654		378,091	
Excess (Deficiency) of Receipts Over Disbursements Before Other Adjustments to Cash (Uses)				(2,950)		(195)		2,755	
-				(2,950)		(1)5)		2,755	
Other Adjustments to Cash (Uses) Transfers From Other Funds						158,462		158,462	
Total Other Adjustments to Cash (Uses)						158,462		158,462	
Net Change in Fund Balance Fund Balance - Beginning				(2,950) 1,450		158,267 1,450		161,217	
Fund Balance - Ending	\$	0	\$	(1,500)	\$	159,717	\$	161,217	

## WOODFORD COUNTY BUDGETARY COMPARISON SCHEDULES Supplementary Information - Regulatory Basis For The Year Ended June 30, 2018 (Continued)

## DISASTER EMERGENCY SERVICES FUND

	Budgeted Amounts			Actual Amounts, (Budgetary		Variance with Final Budget Positive		
	(	Original	Final		Basis)		(Negative)	
RECEIPTS								
Intergovernmental	\$	32,000	\$	32,000	\$	32,932	\$	932
Miscellaneous		23,512		23,512		35,288		11,776
Total Receipts		55,512		55,512		68,220		12,708
DISBURSEMENTS								
Protection to Persons and Property		107,327		107,760		90,621		17,139
Administration		200	200		50			150
Total Disbursements		107,527	107,960			90,671		17,289
Excess (Deficiency) of Receipts Over								
Disbursements Before Other								
Adjustments to Cash (Uses)		(52,015)		(52,448)		(22,451)		29,997
Other Adjustments to Cash (Uses)								
Transfers From Other Funds		52,015		52,015		27,344		(24,671)
Total Other Adjustments to Cash (Uses)		52,015		52,015		27,344		(24,671)
Net Change in Fund Balance				(433)		4,893		5,326
Fund Balance - Beginning (Restated)				. ,		(3,421)		(3,421)
Fund Balance - Ending	\$	0	\$	(433)	\$	1,472	\$	1,905

# WOODFORD COUNTY BUDGETARY COMPARISON SCHEDULES Supplementary Information - Regulatory Basis For The Year Ended June 30, 2018 (Continued)

	DEBT SERVICE FUND							
	Budgeted Amounts Original Final			Actual Amounts, (Budgetary Basis)		Variance with Final Budget Positive (Negative)		
RECEIPTS								
Total Receipts	\$		\$		\$	,	\$	
DISBURSEMENTS								
Debt Service	29	93,451		293,451		292,500		951
Total Disbursements	29	93,451		293,451		292,500		951
Excess (Deficiency) of Receipts Over								
Disbursements Before Other								
Adjustments to Cash (Uses)	(29	93,451)		(293,451)		(292,500)		951
Other Adjustments to Cash (Uses)								
Transfers From Other Funds	29	93,451		293,451		293,451		
Transfers To Other Funds						(951)		(951)
Total Other Adjustments to Cash (Uses)	2	93,451		293,451		292,500		(951)
Net Change in Fund Balance								
Fund Balance - Beginning								
Fund Balance - Ending	\$	0	\$	0	\$	0	\$	0

## WOODFORD COUNTY NOTES TO REGULATORY SUPPLEMENTARY INFORMATION - BUDGETARY COMPARISON SCHEDULES

## June 30, 2018

## Note 1. Budgetary Information

Annual budgets are adopted on a regulatory basis of accounting which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) as established by the Governmental Accounting Standards Board and according to the laws of Kentucky as required by the state local finance officer.

The county judge/executive is required to submit estimated receipts and proposed disbursements to the fiscal court by May 1 of each year. The budget is prepared by fund, function, and activity and is required to be adopted by the fiscal court by July 1.

The fiscal court may change the original budget by transferring appropriations at the activity level; however, the fiscal court may not increase the total budget without approval by the state local finance officer. Disbursements may not exceed budgeted appropriations at the activity level.

## Note 2. Reconciliation of the General Fund

Other Adjustments to Cash (Uses) - Budgetary Basis	\$ (766,151)
To adjust for Payroll Revolving Fund Reconciled Balance	 20,144
Total Other Adjustments to Cash (Uses)-Regulatory Basis	\$ (746,007)
Fund Balance - Ending -Budgetary Basis To adjust for Payroll Revolving Fund Reconciled Balance	\$ 5,623,586 20,144
Total Fund Balance - Ending -Regulatory Basis	\$ 5,643,730

# WOODFORD COUNTY SCHEDULE OF CAPITAL ASSETS Supplementary Information - Regulatory Basis

For The Year Ended June 30, 2018

# WOODFORD COUNTY SCHEDULE OF CAPITAL ASSETS Supplementary Information - Regulatory Basis

# For The Year Ended June 30, 2018

The fiscal court reports the following Schedule of Capital Assets:

	Beginning Balance	Additions	Deletions	Ending Balance	
Land and Land Improvements	\$ 3,554,537	\$	\$	\$ 3,554,537	
Buildings	25,178,102	1,006,287		26,184,389	
Vehicles	3,839,687	52,245		3,891,932	
Equipment	1,816,707	10,000		1,826,707	
Infrastructure	30,066,363	539,066		30,605,429	
Total Capital Assets	\$ 64,455,396	\$ 1,607,598	\$ 0	\$ 66,062,994	

## WOODFORD COUNTY NOTES TO REGULATORY SUPPLEMENTARY INFORMATION - SCHEDULE OF CAPITAL ASSETS

## June 30, 2018

# Note 1. Capital Assets

Capital assets, which include land, land improvements, buildings, furniture and office equipment, building improvements, machinery, equipment, and infrastructure assets (roads and bridges) that have a useful life of more than one reporting period based on the government's capitalization policy, are reported as other information. Such assets are recorded at historical cost or estimated historical cost when purchased or constructed.

	-	italization reshold	Useful Life (Years)		
Land and Land Improvements		All	10-60		
Buildings	\$	25,000	10-75		
Buildings Improvements	\$	25,000	3-25		
Machinery and Equipment	\$	2,500	3-25		
Vehicles	\$	2,500	3-25		
Infrastructure	\$	20,000	10-50		

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



# MIKE HARMON AUDITOR OF PUBLIC ACCOUNTS

The Honorable James Kay, Woodford County Judge/Executive Members of the Woodford County Fiscal Court

Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of The Financial Statement Performed In Accordance With *Government Auditing Standards* 

Independent Auditor's Report

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the Statement of Receipts, Disbursements, and Changes in Fund Balances - Regulatory Basis of the Woodford County Fiscal Court for the fiscal year ended June 30, 2018, and the related notes to the financial statement which collectively comprise the Woodford County Fiscal Court's financial statement and have issued our report thereon dated February 13, 2019.

## **Internal Control Over Financial Reporting**

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

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

A deficiency in internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statement will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings and Responses as items 2018-001 and 2018-003 to be material weaknesses.

209 ST. CLAIR STREET FRANKFORT, KY 40601-1817

#### Internal Control Over Financial Reporting (Continued)

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies described in the accompanying Schedule of Findings and Responses as items 2018-002 and 2018-004 to be significant deficiencies.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Woodford County Fiscal Court's financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed two instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying Schedule of Findings and Responses as items 2018-001 and 2018-003.

## Views of Responsible Officials and Planned Corrective Action

Woodford County's views and planned corrective action for the findings identified in our audit are included in the accompanying Schedule of Findings and Responses. The county's responses were not subjected to the auditing procedures applied in the audit of the financial statement, and accordingly, we express no opinion on them.

#### **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.

Respectfully submitted,

Mike Harmon Auditor of Public Accounts

February 13, 2019

# WOODFORD COUNTY SCHEDULE OF FINDINGS AND RESPONSES

For The Year Ended June 30, 2018

## WOODFORD COUNTY SCHEDULE OF FINDINGS AND RESPONSES For the Year Ended June 30, 2018

## FINANCIAL STATEMENT FINDINGS:

## 2018-001 The Woodford County Fiscal Court's Fund Balances At Year End Were Misstated

Fund balances on the Woodford County Fiscal Court's Fourth Quarter Report, which also serves as the county's year-end financial statements, were misstated. At June 30, 2018:

- General fund was understated by \$238,705;
- Road fund was overstated by \$364,325;
- Jail fund was understated by \$104,672; and
- State grant fund was understated by \$40,956.

The fiscal court maintains a consolidated bank account. Net adjustments of \$20,008 were required in order to post interest and loan fees, to include fiscal year 2018 transfers, and to remove fiscal year 2019 transfers.

Fund transfers during fiscal year 2018 were posted to fiscal year 2017 financial statements. Fund transfers made after June 30, 2018, were included on the county's fiscal year 2018 financial statements. The fiscal court was unaware of the interest and loan fees.

Failure to report transfers in the appropriate period results in inaccurate records and financial statements and incorrect decision making.

KRS 68.210 states that the administration of the county uniform budget system shall be under the supervision of the state local finance officer who may inspect and shall supervise the administration of accounts and financial operations and shall prescribe and shall install, by July 1, 1985, a system of uniform accounts for all counties and county officials. The state local finance officer requires an accurate cumulative quarterly report be submitted by the 20th day following the close of each quarter.

We recommend the fiscal court report all transfers in the period they are made, post all interest and loan fees, and ensure fund balances are accurate on their financial statements.

#### Views of Responsible Official and Planned Corrective Action:

County Judge Executive's Response: Year-end closing entries will be made and approved prior to fiscal year end.

## 2018-002 The Woodford County Fiscal Court Did Not Maintain Adequate Records For the Public Properties Corporation Fund

The fiscal court has a public properties corporation fund (PPC) to manage the debt associated with the park expansion, Falling Springs Community Center, and the courthouse annex. The fiscal court is financially accountable and legally responsible for this debt. The fiscal court did not maintain receipts and disbursements ledgers for the PPC, did not perform bank reconciliations, and did not prepare a financial statement for the year ended June 30, 2018.

Policies and procedures were not in place to ensure accurate reporting of the county's public properties corporation fund.

Because the county did not prepare a financial statement, an adjustment of \$40,385 to intergovernmental receipts and an adjustment of \$41,632 to debt service expenditures were required.

## WOODFORD COUNTY SCHEDULE OF FINDINGS AND QUESTIONED COSTS For The Year Ended June 30, 2018 (Continued)

#### FINANCIAL STATEMENT FINDINGS: (Continued)

#### 2018-002 The Woodford County Fiscal Court Did Not Maintain Adequate Records For the Public Properties Corporation Fund (Continued)

Good internal controls dictate the fiscal court review and account for all receipts and disbursements related to all funds, including maintaining ledgers, reviewing bank reconciliations, and preparing related financial statements.

We recommend the fiscal court prepare and maintain ledgers for receipts and disbursements, complete bank reconciliations monthly on all public properties corporation bank accounts, and compile a year-end financial statement for the fund.

## Views of Responsible Official and Planned Corrective Action:

County Judge Executive's Response: A request will be made to have the bank statements for the PPC sent to Woodford County Fiscal Court.

#### 2018-003 The Woodford County Detention Center Did Not Batch Or Deposit Receipts Daily

The Woodford County Detention Center did not batch or deposit receipts on a daily basis. Of our sample of collections from April 1-14, 2018, there were a total of six deposits which included receipts from March 1, 2018 through April 13, 2018.

The jailer stated that the employee in charge of preparing deposits was not batching receipts daily or preparing deposits. Failure to batch receipts daily increases the risk of inaccurate and incomplete financial reporting due to errors and fraud.

Based on the minimum accounting and reporting standards as prescribed by the state local finance officer pursuant to KRS 68.210, the jail should maintain daily checkout sheets and a jail commissary receipts journal. Daily deposits and daily checkout sheets are required. At the end of each business day, receipts should be separated into categories listed on the checkout. The total of each category should be entered in the appropriate space provided. The daily checkout total should equal the amount of money on hand at the end of each day, less startup cash. When total collections match the total cash on hand, receipts should be posted to the jail commissary account receipts journal on a daily basis. The total amount category should agree with the deposited amount on the daily checkout sheet.

We recommend the jailer comply with KRS 68.210 by ensuring receipts are batched and deposited daily.

#### Views of Responsible Official and Planned Corrective Action:

County Judge Executive's Response: Detention Center will respond separately.

Jailer's Response: The employee responsible for the daily receipts was reassigned July 2018 and no longer has any involvement with commissary or inmate accounts. Additional employee supervision was implemented and to date the deposits are being prepared daily.

## WOODFORD COUNTY SCHEDULE OF FINDINGS AND QUESTIONED COSTS For The Year Ended June 30, 2018 (Continued)

#### FINANCIAL STATEMENT FINDINGS: (Continued)

2018-004 The Woodford County Fiscal Court Misstated Debt On The Liabilities Section Of The Quarterly Report

The debt schedules presented with the Woodford County Fiscal Court's Fourth Quarter Report, which also serves as the county's year-end financial statements, misstated debt obligations. In aggregate, ending principal balances at June 30, 2018, were overstated by \$370,388 and ending interest balances at June 30, 2018, were overstated by \$68,079, as follows:

- Financing Obligation Clock Tower and Courthouse ending principal balance was overstated by \$11,905 and the ending interest balance was overstated by \$4,667;
- Financing Obligation Ambulance Cardiac Monitoring ending principal balance was overstated by \$2,183 and the ending interest balance was overstated by \$454;
- General Obligation Refunding Bonds Series 2007 ending principal balance was overstated by \$352,500 and the ending interest balance was overstated by \$12,912;
- General Obligation Refunding Bonds Series 2012 ending principal balance was overstated by \$3,800 and the ending interest balance was overstated by \$10,567;
- Financing Obligation Ambulance #10 ending interest balance was overstated by \$45; and
- The First Mortgage Revenue Refunding Bonds Series 2017 ending interest balance was overstated by \$39,434.

Controls were not in place to ensure the debt reported on the liabilities section of the quarterly report was accurate. By misstating the fiscal court's debt obligations, the state local finance officer did not see the accurate financial position of the fiscal court.

An accurate debt schedule is necessary for Department of Local Government reporting requirements. Strong internal controls over outstanding debt and liabilities ensure accurate financial reporting.

We recommend the fiscal court ensure accuracy when reporting the county's debt liabilities on the Fourth Quarter Report submitted to the Department for Local Government.

#### Views of Responsible Official and Planned Corrective Action:

*County Judge Executive's Response: Debt service payments were made according to the debt service payment schedule for fiscal year 2018. Liabilities will be reported according to amortization schedule for June 30, 2019.* 

# CERTIFICATION OF COMPLIANCE -LOCAL GOVERNMENT ECONOMIC ASSISTANCE PROGRAM

# WOODFORD COUNTY FISCAL COURT

For The Year Ended June 30, 2018

# CERTIFICATION OF COMPLIANCE

# LOCAL GOVERNMENT ECONOMIC ASSISTANCE

# WOODFORD COUNTY FISCAL COURT

For The Year Ended June 30, 2018

The Woodford County Fiscal Court hereby certifies that assistance received from the Local Government Economic Assistance Program was expended for the purpose intended as dictated by the applicable Kentucky Revised Statutes.

**Gunty Judge/Executive** 

County Treasurer