

**CITY OF CEDAR HILL, TENNESSEE**

Annual Financial Report

For the Year Ended June 30, 2023

# CITY OF CEDAR HILL, TENNESSEE

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**CITY OF CEDAR HILL, TENNESSEE**

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# INTRODUCTORY SECTION

**CITY OF CEDAR HILL, TENNESSEE**

Officials of the City of Cedar Hill, Tennessee

June 30, 2023

Name

Title

Elected Officials:

John Edwards

Mayor

Marquita Pettus

Commissioner

Jenna Traugher

Commissioner

Management:

Kevin Breeding

City Manager

Betty Richards

City Recorder and CMFO candidate

# FINANCIAL SECTION

**JOHN R. POOLE, CPA**  
**CERTIFIED PUBLIC ACCOUNTANT**

134 NORTHLAKE DRIVE  
HENDERSONVILLE, TN 37075

(615) 822-4177

**Independent Auditor's Report**

Mayor and Board of Commissioners of the  
City of Cedar Hill, Tennessee  
Cedar Hill, Tennessee

**Report on the Audit of the Financial Statements**

***Opinions***

I have audited the accompanying financial statements of the governmental activities and the major fund of the City of Cedar Hill, Tennessee (the "City") as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the City as of June 30, 2023, and the respective changes in financial position and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Basis for Opinions***

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Government Auditing Standards, issued by the Comptroller General of the United States. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am required to be independent of the City and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, I:

- ❖ Exercise professional judgment and maintain professional skepticism throughout the audit.
- ❖ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- ❖ Obtain an understanding of internal control relevant to the audit 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 City's internal control. Accordingly, no such opinion is expressed.
- ❖ Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- ❖ Conclude whether, in my judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

I am required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that I identified during the audit.

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

Accounting principles generally accepted in the United States of America require that the Required Supplementary Information, which includes the Management's Discussion and Analysis, be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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. I 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 my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I 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.

***Supplementary Information***

My audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The supplementary information section, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In my opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

***Other Information – Introductory Section***

Management is responsible for the Introductory Section included in the annual report. The Introductory Section, as listed in the table of contents, does not include the basic financial statements and my auditor's report thereon. My opinion on the basic financial statements does not cover the Introductory Section, and I do not express an opinion or any other assurance thereon.

In connection with my audit of the basic financial statements, my responsibility is to read the Introductory Section and consider whether a material inconsistency exists between the Introductory Section and basic financial statements, or the Introductory Section otherwise appears to be materially misstated. If, based on the work performed, I conclude that an uncorrected material misstatement of the Introductory Section exists, I am required to describe it in my report.

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

In accordance with Government Auditing Standards, I have also issued my report dated July 31, 2023, on my consideration of the City's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of my 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 Government Auditing Standards in considering the City's internal control over financial reporting and compliance.

*John R Poole, CPA*

July 31, 2023

MANAGEMENT'S  
DISCUSSION AND  
ANALYSIS

## **CITY OF CEDAR HILL, TENNESSEE**

### **Management's Discussion and Analysis**

As management of the City of Cedar Hill, Tennessee (the City) we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2023. The analysis focuses on significant financial position, budget changes and variances from the budget, and specific issues related to funds and the economic factors affecting the City. Management's Discussion and Analysis (MD&A) focuses on current year activities and resulting changes.

#### **Financial Highlights:**

The assets of the City of Cedar Hill exceeded its liabilities at the close of the most recent fiscal year by \$825,459. Of this amount, \$486,109 (unrestricted net position) may be used to meet the government's ongoing obligations to citizens and creditors.

The government's total net position increased by \$53,700 primarily as a result of the City keeping expenses within budgeted levels and an increase in local (non-grant) revenues. During the year, the City made capital improvements of \$34,604 to its park equipment.

As of the close of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$482,653, an increase of \$44,612 due to an increase in miscellaneous revenues.

At the end of the current fiscal year, unassigned fund balance of the General Fund was \$475,188 or 212% of the total general fund expenditures.

#### **Overview of the Financial Statements:**

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

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

The Statement of Net Position presents information on all 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.

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected tax).

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 Cedar Hill include general government, personnel, finance, streets and public works. The government-wide financial statements can be found on pages 11-12 of this report.

Fund financial statements. A Fund is a grouping of related accounts that is used to maintain control over resources that have been segregated from specific activities or objectives. The City of Cedar Hill, 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 are governmental funds.

Governmental Funds. Governmental Funds are funds 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 year. Such information may be useful in evaluating a government's near-term financing requirements.

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

The City maintains two individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund which is considered to be major fund. The City of Cedar Hill adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 14-19 of this report.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 21-28 of this report.

**Financial Analysis of the 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. In the case of the City of Cedar Hill, assets exceeded liabilities by \$825,459 at the close of the most recent fiscal year.

One of the largest portions of the City’s assets reflects its investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure) less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City’s investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

**City of Cedar Hill’s Net Position**

	2022 Governmental <u>Activities</u>	2023 Governmental <u>Activities</u>
Current and other assets	\$ 503,387	597,048
Capital assets	<u>329,519</u>	<u>339,350</u>
Total assets	832,906	936,398
Other liabilities	<u>4,432</u>	<u>5,368</u>
Total liabilities	4,432	5,368
Deferred Inflows	<u>56,715</u>	<u>105,571</u>
Net position:		
Investment in capital assets	329,519	339,350
Restricted	-	-
Unrestricted	<u>442,240</u>	<u>486,109</u>
Total net position	\$ 771,759	825,459

At the end to the current fiscal year, the City is able to report positive balances in all three categories of net position, both for the government as a whole, as well as for its separate governmental funds. The same situation held true for the prior year.

## Government-wide comparison of revenues and expenses

	2023 Governmental <u>Activities</u>	2022 Governmental <u>Activities</u>	Change Between <u>Years</u>
Revenues:			
Program revenues:			
Charges for services	11,516	7,415	(4,101)
Operating grants and contributions	12,544	11,427	1,117
Capital grants and contributions	0	30,690	(30,690)
General revenues:			
Property taxes	13,643	20,530	(6,887)
Sales taxes	151,375	155,872	(4,497)
Beer taxes	51,958	55,853	(3,895)
Other	28,219	6,440	21,779
Total revenues	<u>269,255</u>	<u>288,227</u>	<u>(18,972)</u>
Expenses:			
General government	156,783	148,162	8,621
Highways and streets	58,772	25,004	33,768
Total expenses	<u>215,555</u>	<u>173,166</u>	<u>42,389</u>
Change in net position	<u>53,700</u>	<u>115,061</u>	<u>(61,361)</u>

## Financial Analysis of the Financial Statements

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

### Governmental Funds

The focus of the City of Cedar Hill's governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the City's financing requirements in particular, unassigned fund balance may serve as a useful measure to a government's net resources available for spending at the end of the fiscal year.

The general fund is the chief operating fund of the City. At the end of the current fiscal year, unassigned fund balance of the general fund was \$475,188. As a measure of the general funds liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 212% of total general fund expenditures. The committed fund balance relates to the City museum.

### General Fund Budgetary Highlights

The City maintained all of its departmental appropriation budgets during the year.

### Capital Assets

The City of Cedar Hill's investment in capital assets from its governmental activities at June 30, 2023, amounts to \$339,350 (net of accumulated depreciation). This investment in capital assets is in land, buildings, improvements, machinery and equipment.

### City of Cedar Hill's Capital Assets

	2022	2023
	Governmental	Governmental
	<u>Activities</u>	<u>Activities</u>
Land and buildings	\$ 230,439	230,439
Infrastructure	318,823	318,823
Furniture and equipment	<u>34,336</u>	<u>68,940</u>
Less accumulated depreciation	(254,079)	(278,852)
Net Capital Assets	<u>\$ 329,519</u>	<u>339,350</u>

Additional information on the City of Cedar Hill's capital assets can be found in the notes to the financial statements section of this report.

### **Economic Factors and Next Year's Budget and Rates**

In the 2023-2024 budget, General fund revenues are budgeted to maintain from the 2022-2023 budget as the economy returns to a more normal level. The City's budget has slowed by a lower retail base producing stable income tax receipts. Expenditures are expected to remain stable.

All of these factors were considered in preparing the City's budget for the 2023-2024 fiscal year.

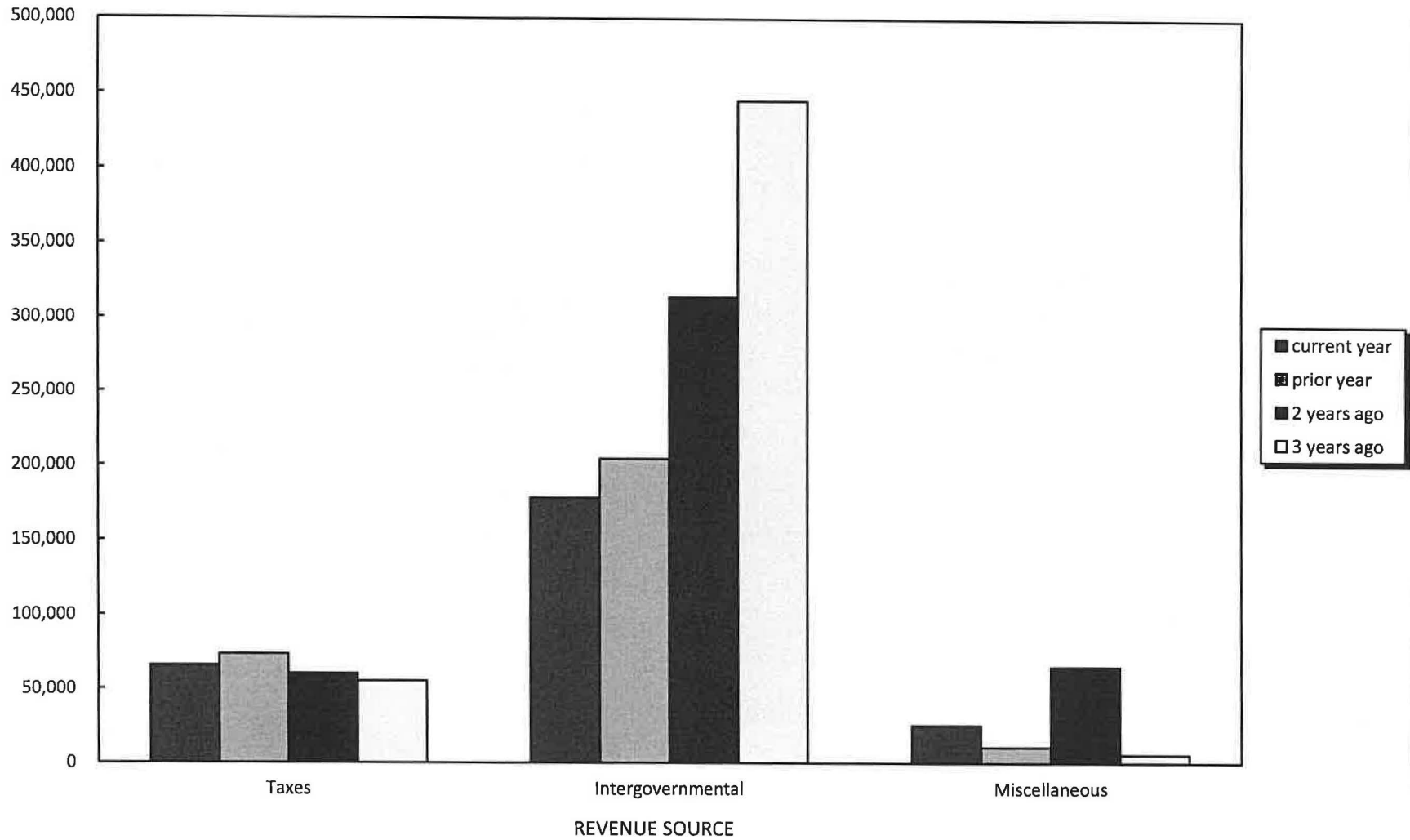
### **Requests for Information**

This financial report is designed to provide a general overview of the City of Cedar Hill, Tennessee's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

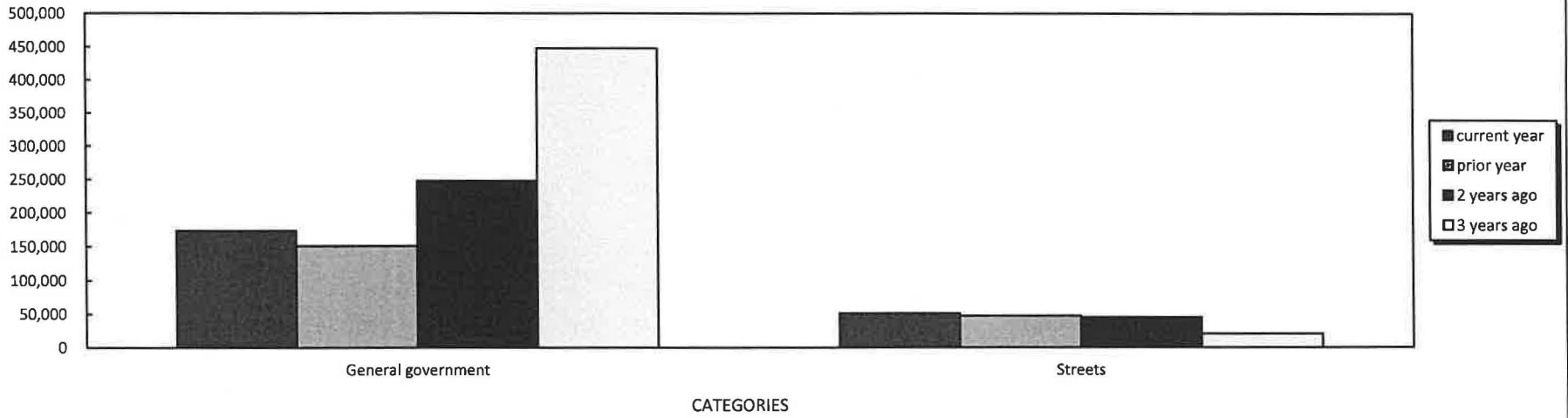
Betty Richards  
City of Cedar Hill

# CITY OF CEDAR HILL, TENNESSEE

## GOVERNMENTAL FUND REVENUES



**CITY OF CEDAR HILL, TENNESSEE**  
GOVERNMENTAL FUND EXPENDITURES



# BASIC FINANCIAL STATEMENTS

**CITY OF CEDAR HILL, TENNESSEE**

**Statement of Net Position**

**June 30, 2023**

<u>Assets</u>	<u>Governmental Activities</u>	<u>Total</u>
Cash and cash equivalents	\$553,762	553,762
Accounts receivable	38,736	38,736
Prepaid assets	4,550	4,550
Capital assets not depreciated	1,000	1,000
Capital asset, net of accumulated depreciation	338,350	338,350
Total Assets	\$936,398	936,398
 <u>Liabilities, deferred inflows, and net position</u>		
Liabilities:		
Accounts payable	5,368	5,368
Total Liabilities	5,368	5,368
 <u>Deferred Inflows</u>		
Deferred Inflows - property taxes	12,996	12,996
Deferred Inflows - grant receipts	92,575	92,575
Total Deferred Inflows	105,571	105,571
 Net Position:		
Investment in capital assets	339,350	339,350
Unrestricted	486,109	486,109
Restricted- State street aid fund	0	0
Total Net Position	825,459	825,459

See accompanying notes to financial statements.

**CITY OF CEDAR HILL, TENNESSEE**

**Statement of Activities**

**For the Year Ended June 30, 2023**

<u>Function/Programs</u>	Program Revenues			Net (Expenses) Revenue and <u>Changes in Net Position</u>		
	<u>Expenses</u>	Charges for <u>Services</u>	Operating Grants and <u>Contributions</u>	Capital Grants and <u>Contributions</u>	Governmental <u>Activities</u>	<u>Total</u>
Government Activities:						
General government	156,783	11,516	1,500	0	(143,767)	(143,767)
Highways and streets	58,772	0	11,044	0	(47,728)	(47,728)
Total Governmental Activities	<u>215,555</u>	<u>11,516</u>	<u>12,544</u>	<u>0</u>	<u>(191,495)</u>	<u>(191,495)</u>
General Revenues						
Property taxes					13,643	13,643
Sales taxes					151,375	151,375
Beer taxes					51,958	51,958
Business tax					14,286	14,286
Other					13,933	13,933
Total general revenues					<u>245,195</u>	<u>245,195</u>
Changes in net position					<u>53,700</u>	<u>53,700</u>
Net position - beginning of year					771,759	771,759
Net position - ending of year					<u>825,459</u>	<u>825,459</u>

See accompanying notes to financial statements.

FUND FINANCIAL  
STATEMENTS

**CITY OF CEDAR HILL, TENNESSEE**

**Balance Sheet**

**Governmental Funds**

**June 30, 2023**

<u>Assets</u>	<u>General Fund</u>	<u>Total Funds</u>
Cash and cash equivalents	\$553,762	\$553,762
Accounts receivable	38,736	38,736
Prepaid insurance	<u>4,550</u>	<u>4,550</u>
Total Assets	<u><u>\$597,048</u></u>	<u><u>\$597,048</u></u>
 <u>Liabilities, Deferred Inflow and Fund Balance</u>		
Liabilities:		
Accounts payable	<u>5,368</u>	<u>5,368</u>
Total Liabilities	<u><u>5,368</u></u>	<u><u>5,368</u></u>
 Deferred Inflow of Resources		
Deferred grant receipts	92,575	92,575
Deferred current property taxes	12,996	12,996
Deferred delinquent property taxes	<u>3,456</u>	<u>3,456</u>
Total Deferred Inflow of Resources	<u><u>109,027</u></u>	<u><u>109,027</u></u>
 Fund balance:		
Restricted - state street aid	0	0
Committed - Museum	2,915	2,915
Non-spendable	4,550	4,550
Unassigned	<u>475,188</u>	<u>475,188</u>
Total Fund Balance	<u><u>482,653</u></u>	<u><u>482,653</u></u>
 Total Liabilities, Deferred Inflow and Fund Balance	 <u><u>\$597,048</u></u>	 <u><u>\$597,048</u></u>

The notes accompanying the financial statements are an integral part of these financial statements.

**CITY OF CEDAR HILL, TENNESSEE**

**Reconciliation of the Balance Sheet to the Statement of Net Position  
of Governmental Activities**

**June 30, 2023**

Amounts reported for fund balance - total governmental funds	\$ 482,653
Amounts reported for governmental activities in the statement of net position are different because:	
Other long term assets are not available to pay for current-period expenditures and therefore are deferred in the governmental funds	3,456
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds	<u>339,350</u>
Net position of governmental activities	\$ <u><u>825,459</u></u>

See accompanying notes to financial statements.

**CITY OF CEDAR HILL, TENNESSEE**

**Statement of Revenues, Expenditures  
and Changes in Fund Balances**

**Governmental Funds**

**For the Year Ended June 30, 2023**

	<u>General Fund</u>	<u>Total</u>
Revenues:		
Taxes	\$65,464	65,464
Intergovernmental	178,342	178,342
Miscellaneous	25,449	25,449
Total Revenue	<u>269,255</u>	<u>269,255</u>
Expenditures:		
Current:		
General government	138,831	138,831
Highways and streets	51,208	51,208
Capital assets:		
General government	34,604	34,604
Total Expenditures	<u>224,643</u>	<u>224,643</u>
Excess (deficiency) of revenues over expenditures	<u>44,612</u>	<u>44,612</u>
Fund Balance, July 1, 2022	438,041	438,041
Fund Balance, June 30, 2023	<u><u>\$482,653</u></u>	<u><u>\$482,653</u></u>

See accompanying notes to financial statements.

CITY OF CEDAR HILL, TENNESSEE

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance  
of Governmental Funds to the Statement of Activities

For the Year Ended June 30, 2023

Net change in fund balances - total governmental funds:	\$	44,612
Amounts reported for governmental activities in the statement of net position are different because:		
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		(743)
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.		
Acquisition of capital assets		34,604
Depreciation expense		<u>(24,773)</u>
Change in net position of governmental activities	\$	<u>53,700</u>

See accompanying notes to financial statements.

**CITY OF CEDAR HILL, TENNESSEE**

**Statement of Revenues, Expenditures  
and Changes in Fund Balance - Budget (GAAP Basis) and Actual**

**General Fund**

**For the Year Ended June 30, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Revenues:				
Taxes:				
Property taxes	\$15,800	\$15,800	\$13,643	(2,157)
Wholesale beer and liquor	62,400	62,400	51,821	(10,579)
Total Taxes	<u>78,200</u>	<u>78,200</u>	<u>65,464</u>	<u>(12,736)</u>
Intergovernmental:				
TVA in lieu	3,000	3,000	3,619	619
Local sales tax	100,000	100,000	115,226	15,226
State sales tax	33,321	33,321	36,149	2,828
State income tax	1,500	1,500	0	(1,500)
Grants	0	0	1,500	1,500
Business tax	4,500	4,500	10,667	6,167
Gasoline .03 tax	13,000	13,000	1,718	(11,282)
Gasoline 2017 tax	3,000	3,000	2,855	(145)
Gasoline 1989 tax	1,000	1,000	902	(98)
Gasoline and motor fuel	8,500	8,500	4,999	(3,501)
State beer tax	200	200	137	(63)
State special petroleum tax	500	500	570	70
Total Intergovernmental Revenue	<u>168,521</u>	<u>168,521</u>	<u>178,342</u>	<u>9,821</u>
Miscellaneous:				
Park - rent	7,500	7,500	11,516	4,016
Interest income	0	0	12,008	12,008
Miscellaneous	50	50	1,925	1,875
Total Miscellaneous	<u>7,550</u>	<u>7,550</u>	<u>25,449</u>	<u>17,899</u>
 Total Revenues	 <u>254,271</u>	 <u>254,271</u>	 <u>269,255</u>	 <u>14,984</u>

The notes accompanying the financial statements are an integral part of these financial statements.

**CITY OF CEDAR HILL, TENNESSEE**

**Statement of Revenues, Expenditures  
and Changes in Fund Balance - Budget (GAAP Basis) and Actual, Continued**

**General Fund**

**For the Year Ended June 30, 2023**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
Expenditures:				
General Government:				
Current:				
Personnel costs	66,900	66,900	67,970	(1,070)
Commissioners fee	2,400	2,400	2,725	(325)
Utilities	12,500	12,500	15,431	(2,931)
Professional services	8,100	8,100	8,721	(621)
Maintenance and supplies	40,500	40,500	28,281	12,219
Office expense	2,000	2,000	5,805	(3,805)
Insurance	8,300	8,300	9,591	(1,291)
Museum	0	0	231	(231)
Other	500	500	76	424
	<u>141,200</u>	<u>141,200</u>	<u>138,831</u>	<u>2,369</u>
Capital outlay	0	0	34,604	(34,604)
Total General Government	<u>141,200</u>	<u>141,200</u>	<u>173,435</u>	<u>(32,235)</u>
State Street Aid				
Street repairs	100,000	100,000	51,208	48,792
Other	0	0	0	0
	<u>100,000</u>	<u>100,000</u>	<u>51,208</u>	<u>48,792</u>
Capital outlay	0	0	0	0
Total State Street Aid	<u>100,000</u>	<u>100,000</u>	<u>51,208</u>	<u>48,792</u>
Total Expenditures	<u>241,200</u>	<u>241,200</u>	<u>224,643</u>	<u>16,557</u>
Excess (deficiency) of Revenues over Expenditures	13,071	13,071	44,612	31,541
Fund Balance, July 1, 2022	438,041	438,041	438,041	0
Fund Balance, June 30, 2023	<u>451,112</u>	<u>451,112</u>	<u>482,653</u>	<u>31,541</u>

The notes accompanying the financial statements are an integral part of these financial statements.

# NOTES TO THE FINANCIAL STATEMENTS

# CITY OF CEDAR HILL, TENNESSEE

## Notes to Financial Statements

June 30, 2023

### (1) Summary of Significant Accounting Policies

The City of Cedar Hill, Tennessee, was incorporated under the Private Act of the Tennessee General Assembly. The City provides the following services, as authorized by its charter and duly passed ordinances: streets, public improvements, and general administrative services. The accounting policies of the City of Cedar Hill, Tennessee conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies.

#### Reporting Entity:

In evaluating the City as a reporting entity, management follows all applicable GASB statements and has addressed all potential component units (traditionally separate reporting entities) for which the City may be financially accountable and, as such, should be included within the City's financial statements. The City (the primary government) is financially accountable if it appoints a voting majority of the organization's governing board and (1) it is able to impose its will on the organization or (2) there is a potential for the organization to provide specific financial benefit or to impose specific financial burden on the City. Additionally, the primary government is required to consider other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. The City has no component units at yearend.

The financial statements now include government-wide financial statements prepared on the accrual basis of accounting and the economic measurement focus for all funds. The fund financial statements present information for individual major funds rather than by fund type. Nonmajor funds are presented in one column. The reporting includes the reporting of capital assets, infrastructure and depreciation, the elimination of account groups, and the inclusion of management's discussion and analysis.

#### Government -Wide and Fund Financial Statements

The Government-wide financial statements, the statement of Net Position and the statement of changes in Net Position, report information on all of the nonfiduciary activities of the primary government. For the most part the effect of the interfund activity has been removed from these statements. Government activities which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (i) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and (ii) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported as general revenues.

# CITY OF CEDAR HILL, TENNESSEE

## Notes to Financial Statements

June 30, 2023

### (1) Summary of Significant Accounting Policies, Continued

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

#### Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund revenues are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they become both measurable and collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period. The government considers property taxes and most other governmental revenues as available if received within 60 days of years end. Expenditures are recorded generally when a liability is incurred, as under accrual accounting.

Property taxes, state shared revenues, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period using the criteria specified in the paragraph above. All other revenue items are considered to be measurable and available only when cash is received by the government.

The government reports the following major funds:

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

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements.

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

#### Cash and Cash Equivalents

Cash and cash equivalents consist primarily of savings accounts, certificates of deposit with original maturities three months or less and amounts held by the State Local Government Investment Pool.

# CITY OF CEDAR HILL, TENNESSEE

## Notes to Financial Statements

June 30, 2023

### (1) Summary of Significant Accounting Policies, Continued

#### Receivables and Payables

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

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available resources.

#### Capital Assets

Capital assets, which include property, plant and equipment, and infrastructure assets consisting of certain improvements other than buildings, including roads bridges, streets and sidewalks, and drainage systems are reported in the applicable governmental column in the government-wide financial statements. Capital assets are defined by the government as assets with an individual cost of \$5,000 and an estimated useful life in excess of three years. All capital assets are valued at historical cost or estimated useful life in excess of two years. All capital assets are valued at historical cost or estimated historical cost, if actual historical cost is not available. Donated capital assets are valued at their estimated fair value on the date donated. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Depreciation is provided over the estimated useful lives using the straight line method.

The estimated useful lives are as follows:

Infrastructure	40-50 years
Buildings	10-50 years
Furniture and Equipment	5-10 years

#### Credit Risk

Financial instruments that potentially subject the City to significant concentrations of credit risk consist principally of cash and accounts receivable. The City places its cash with federally-insured financial institutions, institutions participating in the State collateral pool. With respect to accounts receivable, credit risk is dispersed across a large number of customers concentrated within one area of service.

#### Restricted Funds

It is the City's policy to use restricted funds when an expense is incurred for purposes for which both restricted and unrestricted Net Position is available. When unrestricted funds are used the City uses committed, assigned then unassigned funds.

# CITY OF CEDAR HILL, TENNESSEE

## Notes to Financial Statements

June 30, 2023

### (1) Summary of Significant Accounting Policies, Continued

#### Fund Balance

The City implemented GASB 54 which addresses issues related to how fund balances are reported. Fund balances are now reported in the following manner:

**Nonspendable Fund Balance** - This classification includes amounts that are (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes terms that are not expected to be converted to cash, for example: inventories, prepaid amounts, and long-term notes receivable.

**Restricted Fund Balance** - This classification includes amounts that are restricted for specific purposes stipulated by external resource providers, constitutionally or through enabling legislation. Restrictions may effectively be changed or lifted with the consent of resource providers.

**Committed Fund Balance** - This classification includes amounts that can only be used for the specific purposes determined by a formal action of the City’s highest level of decision-making authority, the City Council of the City of Cedar Hill, Tennessee. Commitments may be changed or lifted only by the City taking the same formal action that imposed the constraint originally (for example: ordinance).

**Assigned Fund Balance** - This classification included amounts intended to be used by the City for specific purposes that are neither restricted nor committed. The City Council and its designee, the Recorder, have the authority to assign amounts to be used for specific purposes. Assigned amounts also include all residual amounts in governmental funds (except negative amounts) that are not classified as nonspendable, restricted, or committed.

**Unassigned Fund Balance** - This fund balance is the residual classification for the general fund. It is also used to report negative fund balances in other governmental funds.

In circumstances when an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, fund balance is depleted in the order of restricted, committed, assigned, and unassigned.

#### Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

# CITY OF CEDAR HILL, TENNESSEE

## Notes to Financial Statements

June 30, 2023

### (1) Summary of Significant Accounting Policies, Continued

#### Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### Deferred Outflows/Inflows of Resources

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/expenditure) until then. The government has no items that qualify for reporting in this category.

In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has items that qualify for reporting in this category. Accordingly, the items are reported in the government-wide Statement of Net Position and the governmental funds balance sheet. These revenues are from the following sources: current and delinquent property taxes and unspent grant receipts, which do not meet the availability criteria in governmental funds. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

#### Property Tax

The City's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real and personal property located in the City's legal boundaries. All City taxes on real estate are declared to be a lien on such realty from January 1 of the year assessments are made.

Assessed values are established by the State of Tennessee at the following rates of appraised market value:

Public Utility Property	55%
Industrial and Commercial Property	
- Real	40%
- Personal	30%
Farm and Residential Property	25%

Taxes were levied at a rate of \$.2251 per \$100 of assessed valuation for the fiscal year ended June 30, 2023.

Payments may be made during the period from October 1 through February 28. Current tax collections of \$9,925 for the fiscal year ended June 30, 2023 were approximately 76 percent of the tax levy.

**CITY OF CEDAR HILL, TENNESSEE**

Notes to Financial Statements

June 30, 2023

**(2) Cash and Cash Equivalents**

The City is authorized to invest funds in Federal treasury bills and notes, State of Tennessee Local Government Investment Pool and financial institution demand deposit accounts and certificates of deposit. During the year, the City invested funds that were not immediately needed in certificates of deposits and savings accounts. The City has deposit policies to minimize custodial credit risks. All deposits with financial institutions must be secured by one of two methods. One method involves financial institutions that participate in the bank collateral pool administered by the state treasurer. Participating banks determine the aggregate balance of their public fund accounts for the State of Tennessee and its political subdivisions. The amount of collateral required to secure these public deposits must equal at least 105 percent of the average daily balance of public deposits held. Collateral securities required to be pledged by the participating banks to protect their public fund accounts are pledged to the state treasurer on behalf of the bank collateral pool. The securities pledged to protect these accounts are pledged in the aggregate rather than against each account. The members of the pool may be required by agreement to pay an assessment to cover any deficiency. Under this additional assessment agreement, public fund accounts covered by the pool are considered to be insured for purposes of credit risk disclosure.

For deposits with financial institutions that do not participate in the bank collateral pool, state statutes require that all deposits be collateralized with collateral whose market value is equal to 105 percent of the uninsured amount of the deposits. The collateral must be placed by the depository bank in an escrow account in a second bank for the benefit of the city. Cash and cash equivalents were adequately covered by federal depository insurance, insured by the depository bank's participation in the State of Tennessee Bank Collateral Pool or collateralized by securities, pledged for deposits, held by an independent third-party financial institution under the terms of a safekeeping collateral agreement in the City's name. Investment policies of the City follow state law and bond requirements prohibiting investments that are not secured or insured by the U.S. Government.

**(3) Accounts Receivable**

Accounts receivable at June 30, 2023, consist of the following:

<u>Fund</u>	<u>Other Government</u>	<u>Property Taxes</u>	<u>Total</u>
General Fund	\$ <u>22,284</u>	<u>16,452</u>	<u>38,736</u>
Total	\$ <u>22,284</u>	<u>16,452</u>	<u>38,736</u>

**CITY OF CEDAR HILL, TENNESSEE**

Notes to Financial Statements

June 30, 2023

**(4) Capital Assets**

A summary of changes in capital assets as presented in the governmental activities column of the government-wide financial statement is as follows:

	<u>Balance</u> <u>July 1, 2022</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2023</u>
Land	\$ 1,000	-	-	1,000
Building	229,439	-	-	229,439
Infrastructure	318,823	-	-	318,823
Furniture	4,597	-	-	4,597
Equipment	<u>29,739</u>	<u>34,604</u>	-	<u>64,343</u>
Total	\$ <u>583,598</u>	<u>34,604</u>	<u>-</u>	<u>618,202</u>
Accumulated depreciation	<u>(254,079)</u>			<u>(278,852)</u>
Capital Assets - net	<u>329,519</u>			<u>339,350</u>

Land with a cost of \$1,000 is not being depreciated.

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

General Fund:	
General Government	\$ 17,209
Highways and streets	<u>7,564</u>
Total	<u>24,773</u>

**(5) Risk Management**

The City of Cedar Hill is exposed to various risks to general liability and property and casualty losses. The City has decided it was more economically feasible to join a public entity risk pool as opposed to purchasing commercial insurance for general liability and property and casualty coverage. The City has insurance Public Entity Partners (formerly TML Insurance Pool, which is a public entity risk pool established by the Tennessee Municipal League), an association of member cities. The City pays an annual premium for its general liability and property and casualty insurance coverage. The creation of the pool provides for it to be self-sustaining through member premiums.

The City has not had claims in excess of insurance coverage during the last three years.

**CITY OF CEDAR HILL, TENNESSEE**

Notes to Financial Statements

June 30, 2023

**(6) Commitments and Contingencies**

Grants:

Amounts received from Grantor agencies are subject to audit and adjustment by Grantor agencies, principally the Federal government. Any disallowed claims including amounts already collected, could become a liability of the applicable fund.

**(7) Committed Funds**

The City has committed funds totaling \$2,915; these funds are to be used for the operation and maintenance of the City's Museum.

**SUPPLEMENTAL  
INFORMATION**

CITY OF CEDAR HILL, TENNESSEE

Capital Assets Used in the Operation of Governmental Funds

Schedule of Changes in Capital Assets

June 30, 2023

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Retirements</u>	<u>Ending Balance</u>
Land and Building	\$230,439	0	0	\$230,439
Infrastructure	318,823	0	0	318,823
Furniture	4,597	0	0	4,597
Equipment	<u>29,739</u>	<u>34,604</u>	<u>0</u>	<u>64,343</u>
Total	<u>\$583,598</u>	<u>\$34,604</u>	<u>\$0</u>	<u>\$618,202</u>

CITY OF CEDAR HILL, TENNESSEE

Capital Assets Used in the Operation of Governmental Funds

Schedule of Capital Assets by Function and Activity

June 30, 2023

	<u>General Government</u>	<u>Streets</u>	<u>Total</u>
Land and Building	\$225,939	4,500	\$230,439
Infrastructure	318,823	0	318,823
Furniture	4,597	0	4,597
Equipment	<u>64,343</u>	<u>0</u>	<u>64,343</u>
Total	<u>\$613,702</u>	<u>\$4,500</u>	<u>\$618,202</u>

**CITY OF CEDAR HILL, TENNESSEE**

**Schedule of Cash and Cash Equivalents and Certificate of Deposit  
All Funds**

**June 30, 2023**

	<u>Carrying Value</u>
General Fund:	
Demand deposits	\$553,762
Total General Fund	<u>553,762</u>
Total - All funds	<u><u>\$553,762</u></u>

**CITY OF CEDAR HILL, TENNESSEE**

**Schedule of Changes in Property Taxes Receivable**

**For the Year Ended June 30, 2023**

<u>Tax Year</u>	<u>Balance July 1, 2022</u>	<u>Levy</u>	<u>Collections and Changes in Assessment</u>	<u>Balance June 30, 2023</u>
2023	\$ -	12,996	0	12,996
2022	10,428	0	9,925	503
2021	1,309	0	1,046	263
2020	404	0	0	404
2019	327	0	0	327
2018	560	0	0	560
2017	175	0	0	175
2016	411	0	0	411
2015	558	0	0	558
2014	255	0	0	255
	<u>\$14,427</u>	<u>12,996</u>	<u>10,971</u>	<u>16,452</u>

<u>Tax Year</u>	<u>Tax Rate</u>	<u>Tax Levy</u>	<u>Tax Adjustments and Collections</u>	<u>Outstanding Delinquent Taxes</u>
2023	\$ 0.2251	\$ 12,996	\$ 200	\$ 12,796
2022	0.2251	10,428	9,925	503
2021	0.2251	10,428	10,165	263
2020	0.2251	11,219	10,815	404
2019	0.2251	11,519	11,192	327
2018	0.2251	10,819	10,259	560
2017	0.2701	10,203	10,028	175
2016	0.2701	11,241	10,830	411
2015	0.2701	10,916	10,358	558
2014	0.2701	10,733	10,478	255

The delinquent taxes have not been filed with the County. The City understands the need to file the delinquent taxes. The economics of the delinquent property taxes is the cause for the non-failure to file. The City does pursue the collection of these delinquent taxes.

**CITY OF CEDAR HILL, TENNESSEE**

**Schedule of State Financial Assistance**

**For the Year Ended June 30, 2023**

<u>Assistance Listing Number</u>	<u>State Grant Number</u>	<u>Program Name</u>	<u>Grantor Agency</u>	<u>Receivable (Deferred) Balance July 1, 2022</u>	<u>Grant Receipts</u>	<u>Other Receipts</u>	<u>Grant Expenditures</u>	<u>Receivable (Deferred) Balance June 30, 2023</u>
<b>State Program:</b>								
N/A	N/A	Farmers Market	Tennessee Department of Agriculture	<u>0</u>	<u>1,500</u>	<u>0</u>	<u>1,500</u>	<u>0</u>
<b>Federal Program:</b>								
21.027	N/A	American Rescue Plan Act	US Department of Treasury thru the State of Tennessee	<u>(46,287)</u>	<u>46,288</u>	<u>0</u>	<u>0</u>	<u>(92,575)</u>
			Total State and Federal	<u>(46,287)</u>	<u>47,788</u>	<u>0</u>	<u>1,500</u>	<u>(92,575)</u>

This schedule was prepared on the modified basis of accounting.

# COMPLIANCE AND INTERNAL CONTROL

**JOHN R. POOLE, CPA**  
**CERTIFIED PUBLIC ACCOUNTANT**

134 NORTHLAKE DRIVE  
HENDERSONVILLE, TN 37075

(615) 822-4177

**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**

Mayor and Board of Commissioners  
City of Cedar Hill, Tennessee  
Cedar Hill, Tennessee

I have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the City of Cedar Hill as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City of Cedar Hill's basic financial statements, and have issued a report thereon dated July 31, 2023.

**Internal Control Over Financial Reporting**

In planning and performing my audit of the financial statements, I considered the City of Cedar Hill's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Cedar Hill's internal control. Accordingly, I do not express an opinion on the effectiveness of the City of Cedar Hill's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or 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.

My consideration of the internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. I did identify certain deficiencies in internal control, described in the accompanying Schedule of Findings and Responses as item 2023-001, that I consider to be a material weakness.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Cedar Hill's financial statements are free of material misstatement, I 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 the financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of the audit and, accordingly, I do not express such an opinion. The results of the tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Response to Findings**

The City of Cedar Hill's response to the finding identified in the audit is described in the Schedule of Findings and Responses. The City of Cedar Hill's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, I express no opinion on it.

**Purpose of This Report**

The purpose of this report is solely to describe the scope of the testing of internal control and compliance and the result 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.

Joli R Poole, CPA

July 31, 2023

**CITY OF CEDAR HILL, TENNESSEE**

Schedule of Findings and Responses

June 30, 2023

2023-001 - Separation of Duties

Condition: The City of Cedar Hill currently has one employee that works in performing the majority of the accounting functions for the City. Due to only having one employee performing the accounting transactions there is currently an inadequate segregation of duties.

Criteria: Generally accepted accounting principles require that accounting functions be adequately segregated to ensure that the internal accounting controls are effective.

Cause: The City has a limited number of office employees to provide for a proper division of duties.

Effect: The risk of errors and irregularities occurring and not being detected in a timely manner along with the possibility of fraud or misappropriation of assets increases when accounting functions are not adequately segregated.

Recommendation: For adequate separation of duties, the employee who writes receipts, prepares and makes bank deposits, or writes checks should neither reconcile bank statements nor post to the cash receipts and disbursements journals.

Response: We agree that the staff size will not allow the City to segregate duties to the optimum level desired. The Mayor has an active role in making deposits and all checks and payments before mailing.

**CITY OF CEDAR HILL, TENNESSEE**

Schedule of Disposition of Prior Year Comments

June 30, 2023

<u>Finding Number</u>	<u>Finding Title</u>	<u>Status</u>
2022-001	Separation of Duties	Repeated

The original finding number was 2001-001. The current finding number is 2023-001.

CITY OF CEDAR HILL, TENNESSEE

CITY OF CEDAR HILL, TENNESSEE

290 S Main St, Cedar Hill, TN 37032

Phone: (615) 696-4802

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### Management's Corrective Action Plan

Audit period: June 30, 2023

The findings from the June 30, 2023, *Schedule of Findings and Responses* are discussed below.

2023-001 Segregation of Duties (Internal Control)

Contact person: Betty Richards

Planned Corrective Action: It is not economically feasible at this time to hire a sufficient number of people to adequately separate the duties. The Mayor has an active role in making deposits and monitoring accounts payable. The Board of Officials continues to monitor our finances and internal control.

Anticipated Completion Date: At the current time, due to our size, we do not believe we can fully segregate these duties. We will continue to improve and strengthen our internal controls, but we cannot give a definite date.

Signature: