

CITY OF BASTROP

REQUEST FOR QUALIFICATIONS FOR AUDITING SERVICES

QUESTIONS WITH RESPONSE

1. Did the City issue any new bonds or bond refunding during the current fiscal year?
We did have a Revenue Bond issuance in FY19
2. Can we get a copy of the prior year audit adjustments?
Attached to this response (some of these entries the City made after providing Final TB and others came from auditor)
3. Can we get a copy of the prior year management letter?
None
4. Can we get a copy of a 2019 preliminary Schedule of Expenditures of Federal Awards?
Don't anticipate a Single Audit for FY19
5. If the City had a single audit in the prior year can we get a copy of it?
FY2018 Single Audit is on our website
6. What were the prior year audit fees?
FY2018 CAFR \$39,850
FY2018 Single Audit \$2,500
FY2018 Local Government Corp \$5,000
7. Why are you going out for audit qualifications and proposals? Part of normal audit rotation?
It is in our financial policy that we will go out for bids every 5 years
8. Is there a separate financial report issued for the Bastrop Economic Development Corporation that the auditors prepare?
BEDC is a component unit reported in the City's CAFR
9. On submission of the flash drive – should the Dollar Cost Bid Proposal be included also?
Yes
10. Generally, how many weeks and number of audit staff are in the field during interim and final fieldwork?
It has varied over the years, usually 2 at interim and 1-2 at fieldwork
11. What has been the timing of the final fieldwork?
Early December

12. Have there been any changes in key management personnel in the last 2 years?
No

13. Have there been any changes in major IT systems in the last 2 years?
No

Tracy Waldron
CFO
City of Bastrop
5/7/2019

Client: **21504 - City of Bastrop, Texas**
 Engagement: **AUDIT 2018 - City of Bastrop, Texas**
 Period Ending: **9/30/2018**
 Trial Balance: **3100.01 - TB**
 Workpaper: **3300.01 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 1		6100.00		
To walkforward fund balance with transfers				
502-00-00-3010	NON-SPENDABLE FUND BALANCE		140.00	
502-00-00-4720	TRANS OUT		3,380.00	
503-00-00-3010	NON-SPENDABLE FUND BALANCE		3,380.00	
502-00-00-3200	RESTRICTED FUND BALANCE			3,520.00
503-00-00-8001	TRANS IN			3,380.00
Total			<u>6,900.00</u>	<u>6,900.00</u>
Adjusting Journal Entries JE # 2		5300.01		
To move Sales Tax to a liability account and adjust for current portion.				
		NEED TO ENTER		
601-00-00-2083	NOTES PAYABLE - FNB 20290	JE#15511	60,000.00	
601-00-00-4380	BOND PROCEEDS		1,250,000.00	
601-00-00-2083	NOTES PAYABLE - FNB 20290			1,250,000.00
601-00-00-2101	BONDS PAYABLE CURRENT PORTION			60,000.00
Total			<u>1,310,000.00</u>	<u>1,310,000.00</u>
Adjusting Journal Entries JE # 3		3350.01		
Client proposed JE 15231 to capitalize exp to CIP-EDC				
		JE#15231		
601-00-00-1490	CONST IN PROGRESS-INFRASTRUCT		11,278.00	
601-00-00-1490	CONST IN PROGRESS-INFRASTRUCT		328,249.00	
601-70-00-6713	TRAIL SYS FROM ESKEW TO HWY 71			11,278.00
601-70-00-6716	AGNES/HOME DEPOT INFRASTRUCTUR			328,249.00
Total			<u>339,527.00</u>	<u>339,527.00</u>
Adjusting Journal Entries JE # 4		3350.02		
Client proposed JE 15232 to adjust depreciation				
		JE#15232		
202-35-10-5600	DEPRECIATION EXP, W/WW ADM		6,914.00	
202-00-00-1499	ACCUMULATED DEPRECIATION			6,914.00
Total			<u>6,914.00</u>	<u>6,914.00</u>
Adjusting Journal Entries JE # 5		3350.03		
Client proposed entry JE 15271 to reclass capitalization expenses from Fund 305 to Fund 202				
		JE#15271		
202-00-00-4732	TRANS IN - IMPACT FUND		33,774.00	
305-50-50-6321	16 WATERLINE HWY 71 RIV XING"		33,774.00	
202-35-41-6321	16 WATERLINE HWY 71 RIVERXING"			33,774.00
305-00-00-8120	TRANS OUT-W/WW FUND			33,774.00
Total			<u>67,548.00</u>	<u>67,548.00</u>
Adjusting Journal Entries JE # 8		3350.06		
Client proposed entry to record change in OPEB liability				
		JE#15337		
202-00-00-2127	ACCRUED EXPENSES-OTHER		13,274.00	
404-00-00-2127	ACCRUED EXPENSES-OTHER		8,986.00	
601-00-00-2127	OPEB LIABILITY RETIREE HEALTH INSURANCE PLAN		3,987.00	
202-35-10-5159	RETIREES BENEFITS, W/WW ADM			13,274.00
404-60-00-5159	RETIREES BENEFITS			8,986.00
601-70-00-5159	RETIREE BENEFITS EXP			3,987.00
Total			<u>26,247.00</u>	<u>26,247.00</u>
Adjusting Journal Entries JE # 9		4221.03		
Client proposed entry to adjust municipal court receivable to actual at YE				
		NEED TO ENTER		
101-00-00-1291	EST UNCOLLECTABLE AR-MUNIC CRT	JE#15512	73,917.00	
101-00-00-2234	UNAVAIL REVENUE-MUNICIP CRT		8,213.00	
101-00-00-1002	PETTY CASH-MUN COURT			82,130.00
101-00-00-1235	ACCTS REC-MUNICIPAL COURT			82,130.00
Total			<u>82,130.00</u>	<u>82,130.00</u>
Adjusting Journal Entries JE # 10		5340.01		
To record NPL in proprietary funds				
		NEED TO ENTER		

202-00-00-1575	DEFERRED OUTFLOW-PENSION	JE#15521	76,178.00	
202-00-00-1576	DEFERRED OUTFLOW-ACTUARIAL LOS		11,130.00	
202-00-00-2850	NET PENSION LIABILITY		86,454.00	
202-35-10-5159	RETIREEES BENEFITS, W/WWW ADM		115,289.00	
404-00-00-1575	DEFERRED OUTFLOWS-PENSION		8,579.00	
404-00-00-1576	DEFERRED OUTFLOW-ACTUARIAL LOS		7,642.00	
404-00-00-2850	NET PENSION LIABILITY		37,939.00	
404-60-00-5159	RETIREEES BENEFITS		22,028.00	
601-00-00-1576	DEFERRED OUTFLOWS-ACTUARIAL LO		2,717.00	
601-00-00-2850	NET PENSION LIABILITY		43,221.00	
202-00-00-1575	DEFERRED OUTFLOW-PENSION			68,121.00
202-00-00-1577	DEFERRED OUTFLOW-DEFECIT EARNI			64,893.00
202-00-00-1578	DEFERRED OUTFLOWS-ASSUMPT LOSS			3,749.00
202-00-00-2376	DEFERRED INFLOW-ACTUARIAL GAIN			52,603.00
202-35-10-5159	RETIREEES BENEFITS, W/WWW ADM			99,685.00
404-00-00-1577	DEFERRED OUTFLOW-DEFICIT EARNI			39,594.00
404-00-00-1578	DEFERRED OUTFLOWS-ASSUMPTIONS			2,064.00
404-00-00-2376	DEFERRED INFLOW-ACTUARIAL GAIN			34,530.00
601-00-00-1575	DEFERRED OUTFLOWS-PENSION			1,179.00
601-00-00-1577	DEFERRED OUTFLOWS-DEFICIT EARN			20,962.00
601-00-00-1578	DEFERRED OUTFLOWS-ASSUMPTIONS			1,442.00
601-00-00-2376	DEFERRED INFLOW-ACTUARIAL GAIN			14,195.00
601-70-00-5159	RETIREE BENEFITS EXP			8,160.00
Total			411,177.00	411,177.00

Adjusting Journal Entries JE # 11

5341.01

Adjust TMRS OPEB (GASB 75)

NEED TO ENTER

202-00-00-1579	OPEB TMRS DEFERRED OUTFLOW	JE#15522	2,485.00	
202-00-00-3700	PRIOR PERIOD ADJ		28,986.00	
202-35-10-5159	RETIREEES BENEFITS, W/WWW ADM		3,409.00	
404-00-00-1579	OPEB TMRS DEFERRED OUTFLOW		1,636.00	
404-00-00-3700	PRIOR PERIOD ADJ		19,080.00	
404-60-00-5159	RETIREEES BENEFITS		2,244.00	
601-00-00-1579	OPEB TMRS DEFFERRED OUTFLOW		679.00	
601-00-00-3700	PRIOR PERIOD ADJ		7,925.00	
601-70-00-5159	RETIREE BENEFITS EXP		932.00	
202-00-00-2128	OPEB TMRS	00-00-2127		34,880.00
404-00-00-2128	OPEB TMRS	00-00-2127		22,960.00
601-00-00-2128	OPEB LIABILITY SDBF	00-00-2127		9,536.00
Total			67,376.00	67,376.00

Adjusting Journal Entries JE # 12

5350.02

Adjust City OPEB to include deferred inflows and outflows

NEED TO ENTER

202-00-00-1570	DEFERRED OUTFLOW-CITY OPEB	JE#15523	5,917.00	
202-35-10-5159	RETIREEES BENEFITS, W/WWW ADM		778.00	
404-00-00-1570	DEFERRED OUTFLOW-CITY OPEB		3,524.00	
404-60-00-5159	RETIREEES BENEFITS		463.00	
601-00-00-1570	DEFERRED OUTFLOW-CITY OPEB		1,702.00	
601-70-00-5159	RETIREE BENEFITS EXP		224.00	
202-00-00-2370	DEFERRED INFLOW-CITY OPEB			6,695.00
404-00-00-2370	DEFERRED INFLOW-CITY OPEB			3,987.00
601-00-00-2370	DEFERRED INFLOW-CITY OPEB			1,926.00
Total			12,608.00	12,608.00

Adjusting Journal Entries JE # 13

5300.01

RJE for rounding to agree to total principal payment

120-00-00-7139	GO REFUNDING, 2010 PRINCIPAL		1.00	
120-00-00-7140	GO REFUNDING, 2010 INTEREST			1.00
Total			1.00	1.00

Adjusting Journal Entries JE # 14

5300.00

To get rid of \$1 liability balance.

601-00-00-2081	NOTES PAYABLE-CITY-TDC		1.00	
601-70-00-7134	C OF O SERIES 2013 INTEREST			1.00
Total			1.00	1.00

Adjusting Journal Entries JE # 15

5310.02

To adjust for preimum for Series 2018 debt.

NEED TO ENTER

726-00-00-4380	BOND PROCEEDS	JE#15510	95,000.00	
726-00-00-5610	ISSUANCE COST		118,370.00	
726-00-00-4381	PREMIUM			95,000.00

