

The Honorable Mayor and Members of the City Council
City of Springfield, Missouri
Springfield, Missouri

As part of our audits of the financial statements and compliance of City of Springfield, Missouri (the “City”) as of and for the year ended June 30, 2015, we wish to communicate the following to you.

AUDIT SCOPE AND RESULTS

Auditor’s Responsibility Under 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 and U.S. Office of Management and Budget (OMB) Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations

An audit performed 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 and U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations* is designed to obtain reasonable, rather than absolute, assurance about the financial statements and about whether noncompliance with the types of compliance requirements described in OMB Circular A-133 that could have a direct and material effect on a major federal program occurred. In performing auditing procedures, we establish scopes of audit tests in relation to the financial statements taken as a whole. Our engagement does not include a detailed audit of every transaction. Our engagement letter more specifically describes our responsibilities.

These standards require communication of significant matters related to the financial statement and compliance audits that are relevant to the responsibilities of those charged with governance in overseeing the financial reporting process. Such matters are communicated in the remainder of this letter or have previously been communicated during other phases of the audit. The standards do not require the auditor to design procedures for the purpose of identifying other matters to be communicated with those charged with governance.

Audits of the financial statements and compliance do not relieve management or those charged with governance of their responsibilities. Our engagement letter more specifically describes your responsibilities.

Qualitative Aspects of Significant Accounting Policies and Practices

Significant Accounting Policies

The City’s significant accounting policies are described in *Note 1* of the audited financial statements.

Alternative Accounting Treatments

No matters are reportable.

Management Judgments and Accounting Estimates

Accounting estimates are an integral part of financial statement preparation by management, based on its judgments. The following areas involve significant areas of such estimates for which we are prepared to discuss management's estimation process and our procedures for testing the reasonableness of those estimates:

- Allowance for uncollectible loans
- Accrued claims and judgments
- Estimated liability for incurred but unreported claims
- Accrued landfill closure and postclosure care costs
- Other post-employment benefits (OPEB)
- Net pension asset and liability and related deferred outflows and inflows of resources
- Compensated absences

Financial Statement Disclosures

The following areas involve particularly sensitive financial statement disclosures for which we are prepared to discuss the issues involved and related judgments made in formulating those disclosures:

- Change in Accounting Principle
- Employee Retirement Systems and Plans
- Postretirement Benefits Other than Pensions
- Closure and Postclosure Care Costs
- Risk Management

Audit Adjustments

During the course of any audit, an auditor may propose adjustments to financial statement amounts. Management evaluates our proposals and records those adjustments which, in its judgment, are required to prevent the financial statements from being materially misstated. Some adjustments proposed were not recorded because their aggregate effect is not currently material; however, they involve areas in which adjustments in the future could be material, individually or in the aggregate.

Proposed Audit Adjustments Not Recorded

Attached is a summary of uncorrected misstatements we aggregated during the current engagement and pertaining to the latest period presented that were determined by management to be immaterial, both individually and in the aggregate, to the financial statements as a whole.

Auditor's Judgments About the Quality of the Entity's Accounting Principles

During the course of the audit, we made the following observations regarding the City's application of accounting principles:

- The Governmental Accounting Standards Board issued Statement No. 68, *Accounting and Financial Reporting for Pensions— an amendment of GASB Statement No. 27*, as amended by GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*. The City's application of these statements required recording of the City's net pension liability or asset, and related amounts, in the governmental activities, business-type activities and enterprise funds financial statements. The City recorded a net pension liability in the governmental activities statement of net position for the Police Officers' and Fire Fighters' Retirement System. The City recorded a net pension asset in the statements of net position of the City's governmental activities, business-type activities and enterprise funds for the Missouri Local Government Employees Retirement System. The City first applied GASB Statements No. 68 and No. 71 during the year ended June 30, 2015.

Other Material Written Communications

Listed below are other material written communications between management and us related to the audit:

- Management representation letter (attached)
- Management letter dated December 14, 2015, communicating other deficiencies in internal control that are not considered material weaknesses or significant deficiencies

OTHER MATTERS

We observed the following matters and offer these comments and suggestions with respect to matters which came to our attention during the course of the audit of the financial statements. Our audit procedures are designed primarily to enable us to form an opinion on the financial statements and, therefore, may not bring to light all weaknesses in policies and procedures that may exist. However, these matters are offered as constructive suggestions for the consideration of management as part of the ongoing process of modifying and improving financial and administrative practices and procedures. We can discuss these matters further at your convenience and may provide implementation assistance for changes or improvements.

Increased Oversight through Continuous Auditing

One way to increase oversight over routine transactions with little additional time from management personnel is the use of continuous auditing. Continuous auditing is the routine use of electronic auditing tools and methods which have the ability to effectively and efficiently analyze an entire data set, as opposed to traditional oversight methods such as manually reviewing only high dollar items. There are various software tools available that can be set up to perform automated processes at scheduled times. Continuous auditing processes can be developed to address many risks.

Below are a few of the schemes and errors that can potentially be identified through an electronic analysis:

- Fictitious vendors
- Significant alterations of hours and wages
- Ghost employees
- Duplicate payments
- Inappropriate purchasing card transactions
- Employees paid as vendors (undisclosed conflicts of interest)

Electronic data analysis does not provide assurance that irregularities will be discovered; however, it is a tool that can be effective when used in conjunction with management's other efforts to detect fraud and errors.

Significant Changes to Federal Grant Policies

In December 2013, the Office of Management and Budget issued final guidance to supersede and streamline requirements from OMB Circulars A-21, A-50, A-87, A-89, A-102, A-110, A-122 and A-133 by consolidating into one document the federal government's guidance on "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards." This guidance, commonly referred to as the Omni- or Super Circular, is effective for all federal awards or funding increments provided after December 26, 2014, and the audit requirement changes contained therein will be effective for years *beginning on or after* December 26, 2014. The final guidance is located in Title 2 of the Code of Federal Regulations.

The new guidance raises the audit threshold and the minimum Type A/B program threshold to \$750,000, simplifies, in many instances, the support requirements for the indirect cost rate used and increases the focus on internal controls over compliance with federal program rules.

Personnel in your organization responsible for federal grant administration will need to become familiar with this new guidance and, in most cases, certain controls over compliance with federal program rules and guidance will require modification as a result of implementing this new guidance.

This communication is intended solely for the information and use of management, the Honorable Mayor and Members of the City Council and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

BKD, LLP

Springfield, Missouri
December 14, 2015

December 14, 2015

BKD, LLP
Certified Public Accountants
P.O. Box 1190
Springfield, Missouri 65801-1190

We are providing this letter in connection with your audits of our financial statements as of and for the years ended June 30, 2015 and your audit of our compliance with requirements applicable to each of our major federal awards programs as of and for the year ended June 30, 2015. We confirm that we are responsible for the fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining effective internal control over financial reporting, operations and compliance, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, the following:

1. We have fulfilled our responsibilities, as set out in the terms of our contract dated June 2, 2015, for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
2. We acknowledge our responsibility 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.
3. We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.
4. We have provided you with:
 - (a) Access to all information of which we are aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters.

Department of Finance
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- (b) Additional information that you have requested from us for the purpose of the audit.
 - (c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - (d) All minutes of meetings of City Council held through the date of this letter.
 - (e) All significant contracts and grants.
5. All transactions have been recorded in the accounting records and are reflected in the financial statements.
6. We have informed you of all current risks of a material amount that are not adequately prevented or detected by entity procedures with respect to:
- (a) Misappropriation of assets.
 - (b) Misrepresented or misstated assets, liabilities or net position.
7. We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.
8. We have no knowledge of any known or suspected:
- (a) Fraudulent financial reporting or misappropriation of assets involving management or employees who have significant roles in internal control.
 - (b) Fraudulent financial reporting or misappropriation of assets involving others that could have a material effect on the financial statements.
9. We have no knowledge of any allegations of fraud or suspected fraud affecting the City received in communications from employees, customers, regulators, suppliers or others.
10. We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with accounting principles generally accepted in the United States of America. We understand that the term related party refers to an affiliate; management, and members of their immediate families, component units; and any other party with which the entity may deal if it can significantly influence, or be influenced by, the management or operating policies of the other. The term affiliate refers to a party that directly or indirectly controls, or is controlled by, or is under common control with us.

11. Except as reflected in the financial statements, there are no:
 - (a) Plans or intentions that may materially affect carrying values or classifications of assets and liabilities.
 - (b) Material transactions omitted or improperly recorded in the financial statements.
 - (c) Material gain/loss contingencies requiring accrual or disclosure, including those arising from environmental remediation obligations.
 - (d) Events occurring subsequent to the balance sheet date through the date of this letter requiring adjustment or disclosure in the financial statements.
 - (e) Agreements to purchase assets previously sold.
 - (f) Restrictions on cash balances or compensating balance agreements.
 - (g) Guarantees, whether written or oral, under which the City is contingently liable.
12. We have disclosed to you all known instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
13. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with accounting principles generally accepted in the United States of America.
14. Adequate provisions and allowances have been accrued for any material losses from:
 - (a) Uncollectible receivables.
 - (b) Reducing obsolete or excess inventories to estimated net realizable value.
 - (c) Sales commitments, including those unable to be fulfilled.
 - (d) Purchase commitments in excess of normal requirements or above prevailing market prices.
15. Except as disclosed in the financial statements, we have:
 - (a) Satisfactory title to all recorded assets, and they are not subject to any liens, pledges or other encumbrances.

- (b) Complied with all aspects of contractual and grant agreements, for which noncompliance would materially affect the financial statements.
- 16. We have not been designated as a potentially responsible party (PRP or equivalent status) by the Environmental Protection Agency (EPA) or other cognizant regulatory agency with authority to enforce environmental laws and regulations.
- 17. We have evaluated all projects in construction in progress at year end and have determined that all material completed projects have been placed in service.
- 18. With regard to deposit and investment activities:
 - (a) All deposit, repurchase and reverse repurchase agreements and investment transactions have been made in accordance with legal and contractual requirements.
 - (b) Disclosures of deposit and investment balances and risks in the financial statements are consistent with our understanding of the applicable laws regarding enforceability of any pledges of collateral.
 - (c) We understand that your audit does not represent an opinion regarding the enforceability of any collateral pledges.
- 19. With respect to any nonattest services you have provided us during the year:
 - (a) We have designated a qualified management-level individual to be responsible and accountable for overseeing the nonattest services.
 - (b) We have established and monitored the performance of the nonattest services to ensure that they meet our objectives.
 - (c) We have made any and all decisions involving management functions with respect to the nonattest services and accept full responsibility for such decisions.
 - (d) We have evaluated the adequacy of the services performed and any findings that resulted.
- 20. We acknowledge that we are responsible for compliance with applicable laws, regulations and provisions of contracts and grant agreements.
- 21. We have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that have a direct and material effect on the determination of amounts in our financial statements or other financial data significant to the audit objectives.

22. We have identified and disclosed to you any violations or possible violations of laws, regulations and provisions of contracts and grant agreements whose effects should be considered for recognition and/or disclosure in the financial statements or for your reporting on noncompliance.
23. We have taken or will take timely and appropriate steps to remedy any fraud, abuse, illegal acts or violations of provisions of contracts or grant agreements that you or other auditors report.
24. We have a process to track the status of audit findings and recommendations.
25. We have identified to you any previous financial audits, attestation engagements, performance audits or other studies related to the objectives of your audit and the corrective actions taken to address any significant findings and recommendations made in such audits, attestation engagements or other studies.
26. With regard to federal awards programs:
 - (a) We have identified in the schedule of expenditures of federal awards all assistance provided (either directly or passed through other entities) by federal agencies in the form of grants, contracts, loans, loan guarantees, property, cooperative agreements, interest subsidies, commodities, insurance, direct appropriations or in any other form.
 - (b) We have identified the types of compliance requirements described in the *U. S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* regarding activities allowed or unallowed; allowable costs/cost principles; cash management; Davis-Bacon Act; eligibility; equipment and real property management; matching, level of effort, earmarking; period of availability of federal funds; procurement and suspension and debarment; program income; real property acquisition and relocation assistance; reporting; subrecipient monitoring; and special tests and provisions that are applicable to each of our federal awards programs. We have identified to you our interpretation of any applicable compliance requirements subject to varying interpretations.
 - (c) We are responsible to understand and comply with the requirements of laws, regulations, contracts and grants applicable to each of our federal awards programs and have disclosed to you any and all instances of noncompliance with those requirements occurring during the period of your audit or subsequent thereto to the date of this letter of which we are aware. Except for any instances of noncompliance we have disclosed to you, we believe the City has complied with all applicable compliance requirements.
 - (d) We are responsible for establishing and maintaining effective internal control over compliance to provide reasonable assurance we have administered each of our federal awards programs in compliance with

requirements of laws, regulations, contracts and grants applicable to those programs.


- (e) We have made available to you all contracts and grant agreements, including any amendments, and any other correspondence or documentation relevant to each of our federal awards programs and to our compliance with applicable requirements of those programs.
- (f) The information presented in federal awards program financial reports and claims for advances and reimbursements is supported by the books and records from which our financial statements have been prepared.
- (g) The reports provided to you related to federal awards programs are true copies of reports submitted or electronically transmitted to the federal awarding agency, the applicable payment system or pass-through entity in the case of a subrecipient.
- (h) Amounts claimed or used for matching were determined in accordance with the applicable OMB Circular regarding cost principles.
- (i) We have monitored any subrecipients to determine that they have expended federal awards in accordance with applicable laws and regulations and have met the audit and other requirements of OMB Circular A-133.
- (j) We have taken appropriate corrective action on a timely basis after receipt of any subrecipient's auditor's report that identified findings and questioned costs pertaining to federal awards programs passed through to the subrecipient by us.
- (k) We have considered the results of any subrecipient's audits received and made any necessary adjustments to our books and records.
- (l) We have disclosed to you any communications from grantors and pass-through entities concerning possible noncompliance with the applicable compliance requirements for each of our federal awards programs, including any communications received from the end of the period of your audit through the date of this letter.
- (m) We have identified to you any previous compliance audits, attestation engagements and internal or external monitoring related to the objectives of your compliance audit, including findings received and corrective actions taken to address any significant findings and recommendations made in such audits, attestation engagements or other monitoring.
- (n) The summary schedule of prior audit findings correctly states the status of all audit findings included in the OMB Circular A-133 section of the prior audit's schedule of findings and questioned costs and any uncorrected open

findings included in the prior audit's summary schedule of prior audit findings as of the date of this letter.

27. The supplementary information required by the Governmental Accounting Standards Board, consisting of management's discussion and analysis, budgetary comparisons and pension information, has been prepared and is measured and presented in conformity with the applicable GASB pronouncements, and we acknowledge our responsibility for the information. The information contained therein is based on all facts, decisions and conditions currently known to us and is measured using the same methods and assumptions as were used in the preparation of the financial statements. We believe the significant assumptions underlying the measurement and/or presentation of the information are reasonable and appropriate. There has been no change from the preceding period in the methods of measurement and presentation.
28. With regard to supplementary information:
- (a) We acknowledge our responsibility for the presentation of the supplementary information in accordance with the applicable criteria.
 - (b) We believe the supplementary information is fairly presented, both in form and content, in accordance with the applicable criteria.
 - (c) The methods of measurement and presentation of the supplementary information are unchanged from those used in the prior period.
 - (d) We believe the significant assumptions or interpretations underlying the measurement and/or presentation of the supplementary information are reasonable and appropriate.
 - (e) If the supplementary information is not presented with the audited financial statements, we acknowledge we will make the audited financial statements readily available to intended users of the supplementary information no later than the date such information and the related auditor's report are issued.



Greg Burris, City Manager



Mary Manix-Decker, Director of Finance



David Holtmann, Accounting Manager

City of Springfield, Missouri

ATTACHMENT

This analysis and the attached "Schedule of Uncorrected Misstatements (Adjustments Passed)" reflects the effects on the financial statements if the uncorrected misstatements identified were corrected.

Governmental Activities (Government-Wide Statements)

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Total Assets & Deferred Outflows	719,744,654		719,744,654	
Total Liabilities & Deferred Inflows	(307,010,029)		(307,010,029)	
Total Net Position	(412,734,625)		(412,734,625)	
General Revenues & Transfers	(174,327,664)		(174,327,664)	
Net Program Revenues/ Expenses	142,673,206	1,199,180	143,872,386	0.84%
Change in Net Position	(31,654,458)	1,199,180	(30,455,278)	-3.79%

City of Springfield, Missouri

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Business Type Activities (Government-Wide Statements)

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Total Assets & Deferred Outflows	644,249,993		644,249,993	
Total Liabilities & Deferred Inflows	(258,716,610)		(258,716,610)	
Total Net Position	(385,533,383)		(385,533,383)	
General Revenues & Transfers	(665,118)		(665,118)	
Net Program Revenues/ Expenses	(11,525,606)	218,487	(11,307,119)	-1.90%
Change in Net Position	(12,190,724)	218,487	(11,972,237)	-1.79%

City of Springfield, Missouri

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General Fund

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Total Assets & Deferred Outflows	28,426,104		28,426,104	
Total Liabilities & Deferred Inflows	(2,649,736)	(61,468)	(2,711,204)	2.32%
Total Fund Balance	(25,776,368)	61,468	(25,714,900)	-0.24%
Revenues	(75,287,381)		(75,287,381)	
Expenditures	74,437,053	61,468	74,498,521	0.08%
Change in Fund Balance	(196,853)	61,468	(135,385)	-31.23%

City of Springfield, Missouri

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Community Development Fund

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Total Assets & Deferred Outflows	47,268,567	100,874	47,369,441	0.21%
Total Liabilities & Deferred Inflows	(80,106)		(80,106)	
Total Fund Balance	(47,188,461)	(100,874)	(47,289,335)	0.21%
Revenues	(3,287,080)	19,855	(3,267,225)	-0.60%
Expenditures	2,716,067		2,716,067	
Change in Fund Balance	(391,033)	19,855	(371,178)	-5.08%

City of Springfield, Missouri

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Public Parks Fund

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Total Assets & Deferred Outflows	7,991,302		7,991,302	
Total Liabilities & Deferred Inflows	(6,485,086)	(16,809)	(6,501,895)	0.26%
Total Fund Balance	(1,506,216)	16,809	(1,489,407)	-1.12%
Revenues	(23,961,894)		(23,961,894)	
Expenditures	23,574,865	16,809	23,591,674	0.07%
Change in Fund Balance	(172,046)	16,809	(155,237)	-9.77%

City of Springfield, Missouri

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Aggregate Remaining Funds

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Total Assets & Deferred Outflows	501,650,184		501,650,184	
Total Liabilities & Deferred Inflows	(47,163,379)		(47,163,379)	
Total Fund Balance	(454,486,805)		(454,486,805)	
Revenues	(161,569,795)		(161,569,795)	
Expenditures	146,917,143	(395,256)	146,521,887	-0.27%
Change in Fund Balance	(18,396,271)	(395,256)	(18,791,527)	2.15%

City of Springfield, Missouri

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National Airport Fund

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Current Assets	17,299,925		17,299,925	
Non-Current Assets & Deferred Outflows	193,507,694		193,507,694	
Current Liabilities	(5,230,903)		(5,230,903)	
Non-Current Liabilities & Deferred Inflows	(86,017,301)		(86,017,301)	
Current Ratio	3.307		3.307	
Total Assets & Deferred Outflows	210,807,619		210,807,619	
Total Liabilities & Deferred Inflows	(91,248,204)		(91,248,204)	
Total Net Position	(119,559,415)		(119,559,415)	
Operating Revenues	(15,368,864)		(15,368,864)	
Operating Expenses	21,995,568	41,465	22,037,033	0.19%
Nonoperating Revenues (Exp)	(2,959,953)		(2,959,953)	
Change in Net Position	(911,112)	41,465	(869,647)	-4.55%

City of Springfield, Missouri

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Sanitary Sewerage Fund

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Current Assets	75,389,966		75,389,966	
Non-Current Assets & Deferred Outflows	323,704,560		323,704,560	
Current Liabilities	(13,384,695)		(13,384,695)	
Non-Current Liabilities & Deferred Inflows	(141,563,029)		(141,563,029)	
Current Ratio	5.633		5.633	
Total Assets & Deferred Outflows	399,094,526		399,094,526	
Total Liabilities & Deferred Inflows	(154,947,724)		(154,947,724)	
Total Net Position	(244,146,802)		(244,146,802)	
Operating Revenues	(38,504,120)		(38,504,120)	
Operating Expenses	27,335,428	117,232	27,452,660	0.43%
Nonoperating Revenues (Exp)	934,103		934,103	
Change in Net Position	(9,860,959)	117,232	(9,743,727)	-1.19%

