

**CITY OF KINSTON**

**COMPLIANCE REPORT**

**FOR THE FISCAL YEAR ENDED  
JUNE 30, 1998**





**McGLADREY & PULLEN, LLP**

Certified Public Accountants and Consultants

**INDEPENDENT AUDITOR'S REPORT  
ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and  
Members of the City Council  
City of Kinston, North Carolina

We have audited the general purpose financial statements of City of Kinston, North Carolina, as of and for the year ended June 30, 1998, and have issued our report thereon dated September 29, 1998. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether City of Kinston's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of noncompliance that we have reported to management of City of Kinston in a separate letter dated September 29, 1998.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered City of Kinston's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted a certain matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of internal control over financial reporting that, in our judgment, could adversely affect City of Kinston's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. The reportable condition is described in the accompanying schedule of findings and questioned costs as item 98-1.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we do not believe the reportable condition referred to above is a material weakness. We also noted other matters involving the internal control over financial reporting that we have reported to management of City of Kinston in a separate letter dated September 29, 1998.

This report is intended for the information of the members of the City Council, management and federal and State awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

*McGladrey & Pullen, LLP*

New Bern, North Carolina  
September 29, 1998



**McGLADREY & PULLEN, LLP**

Certified Public Accountants and Consultants

**INDEPENDENT AUDITOR'S REPORT  
ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO  
EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER  
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133  
AND THE STATE SINGLE AUDIT IMPLEMENTATION ACT**

To the Honorable Mayor and  
Members of the City Council  
City of Kinston, North Carolina

Compliance

We have audited the compliance of City of Kinston, North Carolina, with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement and the Audit Manual for Governmental Auditors in North Carolina, issued by the Local Government Commission, that are applicable to each of its major federal programs for the year ended June 30, 1998. City of Kinston's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal programs is the responsibility of City of Kinston's management. Our responsibility is to express an opinion on City of Kinston's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and the State Single Audit Implementation Act. Those standards, OMB Circular A-133, and the State Single Audit Implementation Act require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about City of Kinston's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on City of Kinston's compliance with those requirements.

In our opinion, City of Kinston complied, in all material respects, with the requirements referred to above that are applicable to its major federal programs for the year ended June 30, 1998.

### Internal Control Over Compliance

The management of City of Kinston is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered City of Kinston's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with applicable sections of OMB Circular A-133 and the State Single Audit Implementation Act.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

### Schedule of Expenditures of Federal and State Awards

We have audited the general purpose financial statements of City of Kinston as of and for the year ended June 30, 1998, and have issued our report thereon dated September 29, 1998. Our audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying schedule of expenditures of federal and state awards is presented for the purposes of additional analysis as required by OMB Circular A-133 and the State Single Audit Implementation Act, and is not a required part of the general purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

This report is intended for the information of the City Council, management and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

*McGladrey & Pullen, LLP*

New Bern, North Carolina  
September 29, 1998



**McGLADREY & PULLEN, LLP**

**Certified Public Accountants and Consultants**

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS  
APPLICABLE TO EACH MAJOR STATE PROGRAM AND ON INTERNAL CONTROL  
OVER COMPLIANCE IN ACCORDANCE WITH APPLICABLE SECTIONS OF OMB  
CIRCULAR A-133 AND THE STATE SINGLE AUDIT IMPLEMENTATION ACT**

To the Honorable Mayor and  
Members of the City Council  
City of Kinston, North Carolina

Compliance

We have audited the compliance of City of Kinston, North Carolina, with the types of compliance requirements described in the Audit Manual for Governmental Auditors in North Carolina, issued by the Local Government Commission, that are applicable to its major State program for the year ended June 30, 1998. City of Kinston's major State program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major State program is the responsibility of City of Kinston's management. Our responsibility is to express an opinion on City of Kinston's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; applicable sections of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and the State Single Audit Implementation Act. Those standards, applicable sections of OMB Circular A-133, and the State Single Audit Implementation Act require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major State program occurred. An audit includes examining, on a test basis, evidence about City of Kinston's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on City of Kinston's compliance with those requirements.

In our opinion, City of Kinston complied, in all material respects, with the requirements referred to above that are applicable to its major State program for the year ended June 30, 1998.

Internal Control Over Compliance

The management of City of Kinston is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to State programs. In planning and performing our audit, we considered City of Kinston's internal control over compliance with requirements that could have a direct and material effect on a major State program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with applicable sections of OMB Circular A-133 and the State Single Audit Implementation Act.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major State program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information of the members of the City Council, management and State awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

*McGladrey & Pullen, LLP*

New Bern, North Carolina  
September 29, 1998



**CITY OF KINSTON**  
**Schedule of Findings and Questioned Costs**  
**For the Fiscal Year Ended June 30, 1998**

**Section 1. Summary of Auditor's Results**

Financial Statements

Type of auditor's report issued: Unqualified

Internal control over financial reporting:

- Material weakness(es) identified?                               yes                      X   no
- Reportable condition(s) identified that are not considered to be material weaknesses?                      X   yes                               none reported

Noncompliance material to financial statements noted?

           yes                      X   no

Federal Awards

Internal control over major federal programs:

- Material weakness(es) identified?                               yes                      X   no
- Reportable condition(s) identified that are not considered to be material weaknesses?                               yes                      X   none reported

Type of auditor's report issued on compliance for major federal programs: Unqualified

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133?

           yes                      X   no

**CITY OF KINSTON**  
**Schedule of Findings and Questioned Costs**  
**For the Fiscal Year Ended June 30, 1998**

Identification of major federal programs:

<u>CFDA #</u>	<u>Program Name</u>
66.458	Environmental Protection Agency - Revolving Loan Fund
14.218	Small Cities Entitlement Grant
14.228	Small Cities Block Grant

Dollar threshold used to distinguish  
between Type A and Type B Programs

\$ 300,000

Auditee qualified as low-risk auditee?                      X   yes                           no

State Awards

Internal control over major State programs:

- Material weakness(es) identified?                           yes                      X   no
- Reportable condition(s) identified  
that are not considered to be  
material weaknesses?                           yes                      X   none reported
- Noncompliance material to State awards?                           yes                      X   no

Type of auditor's report issued on compliance for major State programs: Unqualified

Any audit findings disclosed that are required to be  
reported in accordance with the State Single  
Audit Implementation Act?                           yes                      X   no

Identification of major State program:

<u>NC Object #</u>	<u>Program Name</u>
N/A	Nonstate System Street-Aid Allocation (Powell Bill)

**CITY OF KINSTON**  
**Schedule of Findings and Questioned Costs**

**For the Fiscal Year Ended June 30, 1998**

**Section 2. Financial Statement Findings**

**Finding: 98 - 1**

**A. Internal Controls**

**Condition:** Due to the limited number of employees in the City's electronic data processing department, there is a lack of segregation of duties. Specifically, persons with programming capabilities have access to the system's data files (database), which contain all of the City's transactions.

**Recommendation:** When a lack of segregation of employee duties is present, management must implement supervisory and review controls to mitigate the control problem.

**Section 3. Federal Award Findings and Questioned Costs**

None

**Section 4. State Award Findings and Questioned Costs**

None

**CITY OF KINSTON, NORTH CAROLINA  
CORRECTIVE ACTION PLAN  
For the Year Ended June 30, 1998**

**Section 3. Federal Award Findings and Questioned Costs**

No corrective action plan is required in the current year.

**Section 4. State Award Findings and Questioned Costs**

No corrective action plan is required in the current year

**CITY OF KINSTON, NORTH CAROLINA  
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS  
For the Year Ended June 30, 1998**

There are no prior year audit findings (as that term is defined in OMB Circular A-133) that require reporting in this schedule.

CITY OF KINSTON, NORTH CAROLINA

**SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS**  
**For the Fiscal Year Ended June 30, 1998**

Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	State Pass-through Grantor's Number	Expenditures		
			Federal Direct & Pass-Through	State	Local
<b>FEDERAL GRANTS:</b>					
US Department of Housing & Urban Development					
Direct Program:					
Disaster Recovery Initiative	14.218	B-98NLL37001	\$ 361,842	\$ -	-
Pass through NC Department of Commerce					
Hicks Street	14.228	95-C-0131	125,808	-	50,000
Urgent Needs	14.228	96-C-0288	257,205	-	116,455
Cultural Resources Grants	14.228	N/A	5,800	-	3,658
Total US Department of Housing & Urban Development			750,655	-	170,113
US Department of Justice					
Direct Programs:					
Public Safety and Community Policing Grant - School Resources	16.710	94-DNCX-0056	113,233	-	-
Community Oriented Policing Services - COPS FAST	16.710	96-LBUX2854	33,782	-	-
Communication Equipment Block Grant	16.710	97-LBVX2316	92,500	-	10,378
Total US Department of Justice			239,515	-	10,378
US Environmental Protection Agency					
Pass through NC Department of Environment and Natural Resources					
Water Pollution Control Revolving Fund	66.458	65270527-03	324,650	81,163	-
Federal Emergency Management Agency					
Pass through: NC Department of Crime Control and Public Safety					
Disaster Recovery - Hurricane Fran	83.516	PA-133-342000	147,653	-	83,848
Flood Buyout Program	83.519	1134	283,205	94,401	68,418
Total Federal Emergency Management Agency			430,858	94,401	152,266
<b>STATE GRANTS (all direct):</b>					
NC Department of Transportation:					
Nonstate System Street Aid Allocation		N/A	-	421,816	-
NC Department of Environment and Natural Resources					
Mosquito Control Program		N/A	-	6,309	6,309
NC Department of Cultural Resources					
Local Historians Organizations Grant		N/A	-	9,548	-

CITY OF KINSTON, NORTH CAROLINA

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS  
 For the Fiscal Year Ended June 30, 1998

Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	State Pass-through Grantor's Number	Expenditures		
			Federal Direct & Pass-Through	State	Local
NC Department of Crime Control and Public Safety					
Victim Advocate Program		54-295-V3-VF021	\$ -	\$ 29,310	\$ -
Domestic Violence Program		54-195-V3-V016	-	25,209	-
Domestic Violence Intervention Team		54-197-2VAW034	-	40,611	38,065
Total NC Department of Crime Control and Public Safety			-	95,130	38,065
Total federal expenditures			<u>\$ 1,745,678</u>		
Total State expenditures				<u>\$ 708,367</u>	
Total local expenditures					<u>\$ 377,131</u>
Note 1 - Revenues and expenditures are reported on the modified accrual basis of accounting					
Outstanding loan balances at June 30, 1998					
Revolving Loan Fund			<u>\$ 3,012,848</u>	<u>\$ 2,689,155</u>	

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