

**The Honorable  
Eric R. Papenfuse, Mayor,  
Audit Committee,  
and Honorable Members  
of City Council  
City of Harrisburg,  
Pennsylvania**

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Harrisburg, Pennsylvania (City) for the year ended December 31, 2017. We did not audit the financial statements of the Harrisburg Downtown Improvement District, Inc. Those financial statements were audited by another auditor whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Harrisburg Downtown Improvement District, Inc., is based solely on the report of another auditor. The financial statements of the Harrisburg Parking Authority, the Harrisburg Downtown Improvement District, Inc., and the Redevelopment Authority of the City of Harrisburg were not audited in accordance with *Government Auditing Standards*. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our conversation with you about planning matters on June 28, 2018. Professional standards also require that we communicate to you the following information related to our audit.

## [Our Responsibilities under Auditing Standards Generally Accepted in the United States of America, Government Auditing Standards, and the Uniform Guidance](#)

As stated in our engagement letter dated October 30, 2017, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered the City's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered 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 the Uniform Guidance.

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also, in accordance with the Uniform Guidance, we examined, on a test basis, evidence about the City's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Compliance Supplement* applicable to its major federal programs for the purpose of expressing an opinion on the City's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the City's compliance with those requirements.

### Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the City's financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2017. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

### Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the City's financial statements were:

- Validity and collectability of receivables from customers.
- Workers' compensation estimates for future liabilities.
- Depreciable lives of capital assets.
- Fair value of investments.
- Actuarial assumptions used in the calculation of pension and other post-employment benefit liabilities and the related deferred inflows and outflows of resources.

We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

### Disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- Note 4 – Rent receivable
- Note 5 – Notes receivable
- Note 16 – Pension plans
- Note 17 – OPEB
- Note 18 – Accumulated deficits
- Note 19 – Restatement
- Note 20 – Financial recovery plan
- Note 21 – Commitments and contingencies
- Note 22 – Compliance
- Note 23 – Litigation

The financial statement disclosures are neutral, consistent, and clear.

### Difficulties Encountered in Performing the Audit

With the exception of delays in receiving certain audit information, we encountered no significant difficulties in dealing with management in performing and completing our audit.

### Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The attached Schedule A presents material misstatements, detected as a result of audit procedures, that were corrected by management. Schedule A presents entries proposed with respect to the City's recording of transactions related to the net present value of the notes receivable related to the Harrisburg Parking Authority lease proceeds, grant revenue and related receivables, worker's compensation liability, interfund transfers, and due to other funds.

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City of Harrisburg, Pennsylvania  
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The attached Schedule B summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to each opinion unit's financial statement taken as a whole.

### **Disagreements with Management**

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### **Management Representations**

We have requested certain representations from management that are included in the management representation letter dated September 25, 2018.

### **Management Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### **Issues Discussed Prior to Retention of Independent Auditors**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### **Other Matters**

We applied certain limited procedures to the management's discussion and analysis, budgetary comparison schedules, and historical pension plan and other post-employment benefit plan information, which are required supplementary information (RSI) that supplements the basic

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financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual nonmajor fund statements and the schedule of expenditures of federal awards (collectively, supplementary information), which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory or statistical sections, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

#### Other Audit Findings or Issues

Material weaknesses have been communicated to the City through the Single Audit Report. Additionally, other matters have been communicated to the City through a management letter.

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

Very truly yours,

*Maher Duessel*

Harrisburg, Pennsylvania  
September 25, 2018

Client: **City of Harrisburg**  
 Engagement: **12430 - CITY OF HARRISBURG**  
 Period Ending: **12/31/2017**  
 Trial Balance: **A-100 01 - General Fund Trial Balance**  
 Workpaper:

Account	Description	W/P Ref	Debit	Credit
<b>Adjusting Journal Entry</b>				
<b>Adjusting Journal Entry JE # 1</b>				
To adjust PEDFA notes receivable for the net present value				
01000000-138055	NOTE RECEIVABLE - PEDFA	Q-020	546,966.00	
01000000-260007	DEFERRED LOANS - PEDFA			546,966.00
<b>Total</b>			<b>546,966.00</b>	<b>546,966.00</b>
<b>Adjusting Journal Entry JE # 8</b>				
To adjust transfer from Fund 04 - offset Due from and adjust revenue				
01000100-380010	RECEIPT OF PRIOR YEAR REV	Fund 04 TB	201,759.00	
01000000-138004	TRUST & AGENCY			201,759.00
<b>Total</b>			<b>201,759.00</b>	<b>201,759.00</b>

Client: **City of Harrisburg**  
 Engagement: **12430 - CITY OF HARRISBURG**  
 Period Ending: **12/31/2017**  
 Trial Balance: **A-100 04 - Trust and Agency Trial Balance**  
 Workpaper:

Account	Description	W/P Ref	Debit	Credit
<b>Adjusting Journal Entry</b>				
<b>Adjusting Journal Entry JE # 2</b>				
CLIENT POST: To allocate beginning Due to Parks and to adjust for amounts transferred to general fund on 1/12/17				
04000000-138001	GENERAL FUND		201,759.00	
04000000-138001	GENERAL FUND		69,453.00	
04000000-230000	PAYROLL ESCROW			201,759.00
04000000-230001b	Parks and Impr			69,453.00
<b>Total</b>			<b>271,212.00</b>	<b>271,212.00</b>
	<b>Total Adjusting Journal Entry</b>		<b>443,907.00</b>	<b>443,907.00</b>
	<b>Total All Journal Entries</b>		<b>443,907.00</b>	<b>443,907.00</b>

Client: **City of Harrisburg**  
 Engagement: **12430 - CITY OF HARRISBURG**  
 Period Ending: **12/31/2017**  
 Trial Balance: **A-100 14 - Grant Fund - Federal Funds Trial Balance**  
 Workpaper:

Account	Description	W/P Ref	Debit	Credit
<b>Adjusting Journal Entry JE # 6</b>		<b>TB/GL</b>		
CLIENT POST: To properly reflect revenue related to expenses incurred - for the Assistance to Firefighters Grant				
14041406-481001	GENERAL FUND TRANSFERS		71,281.00	
14041406-396000	GRANT PROCEEDS			63,976.00
14041406-396000	GRANT PROCEEDS			7,305.00
<b>Total</b>			<u><b>71,281.00</b></u>	<u><b>71,281.00</b></u>
<b>Adjusting Journal Entry JE # 8</b>		<b>U1-14-100</b>		
CLIENT POST: To reclass the phase I reimbursement request from AR to Cash as it was received on 12.29.17.				
14000000-110010	CDBG		267,054.00	
14000000-133011	GRANTS			267,054.00
<b>Total</b>			<u><b>267,054.00</b></u>	<u><b>267,054.00</b></u>



Client: **City of Harrisburg**  
 Engagement: **12430 - CITY OF HARRISBURG**  
 Period Ending: **12/31/2017**  
 Trial Balance: **A-100 - 25 Neighborhood Svcs Fund Trial Balance**  
 Workpaper:

Account	Description	W/P Ref	Debit	Credit
<b>Adjusting Journal Entries JE # 8</b>		<b>P-300</b>		
CLIENT POST: To adjust workers compensation.				
25000000-229000	WORKERS COMPENSATION		188,872.00	
25000000-229001	CURRENT PTN WORKERS COMP		76,808.00	
25062562-419012	LOSS TIME & MED			265,680.00
<b>Total</b>			<b>265,680.00</b>	<b>265,680.00</b>

Client: **City of Harrisburg**  
 Engagement: **12430 - CITY OF HARRISBURG**  
 Period Ending: **12/31/2017**  
 Trial Balance: **A-100 06 - Capital Projects Fund Trial Balance**  
 Workpaper: **A-05-02a - Fund 06 Passed Adjustment Report**

Account	Description	W/P Ref	Debit	Credit
<b>Proposed Journal Entries</b>				
<b>Proposed Journal Entries JE # 3</b>				
Adjust Grants Receivable, Accounts Payable, Revenue and Expenditures associated with the Third Street Project..				
06000600-343002	STREET CUT INSPECT		79,013.00	
06066006-458060	STREETS AND ROADS		82,215.00	
06000000-133011	GRANTS			79,013.00
06000000-203000	ACCOUNTS PAYABLE			82,215.00
<b>Total</b>			<b>161,228.00</b>	<b>161,228.00</b>
	<b>Total Proposed Journal Entries</b>		<b>161,228.00</b>	<b>161,228.00</b>
	<b>Total All Journal Entries</b>		<b>161,228.00</b>	<b>161,228.00</b>

N-420 and E-01-400

Client: **City of Harrisburg**  
 Engagement: **12430 - CITY OF HARRISBURG**  
 Period Ending: **12/31/2017**  
 Trial Balance: **A-100 30 - Community Dev Bl Gr XX Trial Balance**  
 Workpaper: **A-05-02b - Fund 30 - Passed Adjustment Report**

Account	Description	W/P Ref	Debit	Credit
<b>Proposed Journal Entries</b>				
<b>Proposed Journal Entries JE # 5</b>				
To record Due from General Fund for ineligible costs associated with the police utility vehicle.				
30000000-138001	GENERAL FUND		53,241.00	
30033010-350005	FEDERAL GRANT		53,241.00	
30000000-260000	GRANT PROCEEDS			53,241.00
30033010-485001	REF/RET PRYR GRNT REVENUE			53,241.00
<b>Total</b>			<b>106,482.00</b>	<b>106,482.00</b>
<b>Total Proposed Journal Entries</b>			<b>106,482.00</b>	<b>106,482.00</b>
<b>Total All Journal Entries</b>			<b>106,482.00</b>	<b>106,482.00</b>