

Gulf County, Florida

**Annual Financial Statements
September 30, 2017**

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E • Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

BOARD OF COUNTY COMMISSIONERS

David Rich – District 1

Ward McDaniel – District 2

Jimmy Rogers – District 3

Sandy Quinn, Jr. – District 4

Phillip McCroan – District 5

CLERK OF THE CIRCUIT COURT

Rebecca L. Norris

SHERIFF

Mike Harrison

TAX COLLECTOR

Shirley J. Jenkins

PROPERTY APPRAISER

Mitch Burke

SUPERVISOR OF ELECTIONS

John M. Hanlon

COUNTY ADMINISTRATOR

Michael Hammond

COUNTY ATTORNEY

Jeremy Novak

**GULF COUNTY, FLORIDA
SEPTEMBER 30, 2017**

TABLE OF CONTENTS

Independent Auditor's Report	1
Management's Discussion and Analysis	3
Basic Financial Statements	
Government-wide Financial Statements	
Statement of Net Position	14
Statement of Activities	16
Fund Financial Statements	
Balance Sheet – Governmental Funds	17
Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	18
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	19
Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget And Actual – General Fund	20
Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget And Actual – SHIP	21
Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget And Actual – Beach Renewal	22
Statement of Net Position – Proprietary Funds	23
Statement of Revenues, Expenses and Changes in Net Position – Proprietary Funds	24
Statement of Cash flows – Proprietary Funds	25
Statement of Fiduciary Net Position – Fiduciary Funds	27
Notes to Basic Financial Statements	28

GULF COUNTY, FLORIDA
SEPTEMBER 30, 2017

TABLE OF CONTENTS

Required Supplementary Information

Schedule of Funding Progress for the Retiree's Health Insurance Other Post Employment Benefits Plan	66
Proportionate Share of Net Pension Liability	67
Schedule of Contributions	68

Combining Financial Statements

Description of Nonmajor Governmental Funds	70
Combining Balance Sheet – Nonmajor Governmental Funds	72
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances – Nonmajor Governmental Funds	77
Combining Balance Sheet – Agency Funds	82

Compliance Section

Independent Auditors' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550, <i>Rules of the Auditor General</i>	85
Independent Auditor's Management Letter	86
Report on Internal Control over Financial Reporting and On Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	88
Report on compliance with Requirements Applicable to Each Major Program and on Internal Control over Compliance in Accordance with Chapter 10.550, Rules of the Auditor General	90
Schedule of Expenditures of State Financial Assistance	93
Notes to Schedule of State Financial Assistance	95
Schedule of Findings and Responses	96
Summary Schedule of Prior Year Audit Findings	98
Summary Schedule of Current Year Audit Findings	99

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITORS' REPORT

Honorable Members of the
Board of County Commissioners
Gulf County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Gulf County, Florida, (the "County"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the County's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Gulf County, Florida, as of September 30, 2017, and the respective changes in financial position, and, where applicable, cash flows thereof, and the respective budgetary comparison for the general fund, general grants fund, construction and acquisition fund, and the

public improvement fund, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and schedules of funding progress, share of net pension liability, retirement contributions, and employees contribution for retiree's health insurance other post employment benefits plan be presented to supplement the basic financial statements. Such information, 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. We 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 our inquiries, the basic financial statement, and other knowledge we obtained during our audit of the basic financial statements. We 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.

Other Information

The accompanying schedule of expenditures of state financial assistance, as required by *Chapter 10.550 Rule of the Auditor General of the State of Florida*, and the combining nonmajor fund financial statements are presented for purposes of additional analysis and is also not a required part of the 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 financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2018, on our consideration of the Gulf County, Florida's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 Gulf County, Florida's internal control over financial reporting and compliance.

Vance CPA LLC

Vance CPA LLC
June 28, 2018

MANAGEMENT'S DISCUSSION AND ANALYSIS

Management's Discussion and Analysis

The Management of the Board of County Commissioners of Gulf County (County) has prepared the following discussion and analysis to (a) assist the reader in focusing on significant financial issues, (b) provide an overview and analysis of the County's financial activities, (c) identify changes in the County's financial position, (d) identify material deviations from the financial plan (approved budget), and (e) highlight significant issues in individual funds. Because the information contained in the Management's Discussion and Analysis (MD&A) is intended to highlight significant transactions, events and conditions, it should be considered in conjunction with the County's financial statements.

The information presented in this financial statement is perhaps best understood when it is considered in the broader perspective of the environment in which the County operates.

General Information

Gulf County was incorporated in 1925 and is located in northwest Florida on the Gulf of Mexico. With an area of 557 square miles and based on the Florida Legislature Office of Economic and Demographic Research has a population of approximately 16,600. Gulf County is a sparse, low density county. Gulf County is a noncharter county governed by the Board of County Commissioners.

The Board of County Commissioners (Board) is the legislative and policy making body of the County. Each of the five commissioners is elected from a separate district. Annually, the Board elects a chairman that serves as the presiding officer. Elections are held every two years for staggered four year terms. The Board employs the County Administrator to implement the policies of the Board, provide organizational leadership and direct business and administrative procedures.

Gulf County provides a broad range of services, including law enforcement; fire protection; rescue; emergency medical services; maintenance of streets, highways, bridges and traffic signals; parks; libraries; limited water and sewer systems; and certain other community and human services.

Financial Highlights

- The County's total government-wide net position increased 1% or \$336,811 from September 30, 2016, to September 30, 2017.
- The County experienced a 2% decrease in general revenue and reduced the expenditures to program revenues by 4.4%.
- During the year ended September 30, 2017, the County's general fund revenues exceeded expenditures by \$521,875. This is due to County's conservative approach to budgeting and expenditures.
- For the year ended September 30, 2017, the County's capital assets net of accumulated depreciation increased by \$2,013,284, or by 4%. The majority of the County's capital expenditures were for infrastructure utilizing the Road Bond proceeds and state and Federal Grant. In addition the county purchase and outfitted a new ambulance funded by County funds and a matching state grant. The Public works department replaced worn out mowers, utility trailers and vehicles. Public works also continue with the progress on the office facilities for the Public Works Department. The County also began the installation of a handicap ramp along the main entrance of the County Courthouse. Emergency Management Services

purchased software and equipment to upgrade the existing E911 system. Several of Fire Control departments upgraded radios to digital for better communication.

- The County's property tax base reached a historical high in 2006-2007. However, property values began to decline in 2007-2008 as the United States began to witness the downturn of the real estate market. The County's taxable value of real property for operating purchases increased by 3.87% in 2016-2017 from 2015-16. The County has the option to offset slight increased or declining property values by raising the millage rate up to the statutory maximum, 10 mills. This offset could be a combination of some increase to millage rates, further reductions in present funding levels to outside agencies, and elimination of non-essential services. The County voted to increase the countywide millage rate for the 2015-2016 budget to 7.2442. This rate remained in effect for FY 16-17. The County Commissioner held the millage rate at the current level due increase in taxable values and only minor increases in the budget.
- Housing starts and building inspection revenues remained increased during fiscal 16-17 when compared to fiscal year 16-17 by 11%. The fees are a good indicator of the rise in new construction of new homes and business and rehabilitation of existing properties.
- Tourism is still an important economic factor in the County. Despite Florida Water and Fish Commission decision to shorten the scallop season in the Port St. Joe Bay bed tax revenue remained stable for the fiscal year ended September 30, 2016.
- Sacred Heart Hospital on the Gulf, part of the Sacred Heart Health System, is now operational, opening in March 2010. The County adopted by ordinance in 2005 a discretionary ½ cent small county surtax to help fund the construction of the hospital. An inter-local agreement was entered into with the City of Wewahitchka and the City of Port St. Joe whereby the County will receive all funds generated from the small county surtax and such funds will be used as set forth in the agreement. The additional tax was effective January 1, 2006.
- The County issued two new bonds during the fiscal year 16-17. The County issued \$3,440,000 in Limited Ad Valorem Tax Bonds, Series 2016. The bonds a limited obligation of the County, the principal and interest on the bonds are payable from and secured by a pledge of the ad valorem taxing power of the County within its three Cape San Blas Municipal Taxing Units, named Bayside, Gulfside Beachfront and Gulfside Interior. At the time of issuance the County estimated that, based on the 2016 tax rolls, the initial levy necessary to comply with the requirements of the bonds, will be 1.1052 mills in the Bayside, 1.3139 mills in the Gulf Beachfront, and 1.1549 mills in the Gulfside Interior. The County additionally issued \$4,000,000 non-ad valorem Revenue Bonds, Series 2016. The principal and interest payments of these bonds will be paid from the general non-committed and non-restricted revenues of the County. The County has signed a Resolution to appropriate in its annual budget to pay all debt obligations for the Bond issuance. Proceeds from the sale of the Bonds will be applied for the renourishment and reconstruction of the beachfront at Cape San Blas in Gulf County.
- The County is beginning to assess and evaluate its current economic situation for use in the 2017-2018 budget process.

Overview of the Financial Statements

Management's discussion and analysis serves as an introduction to the County's basic financial statements. The basic financial statements consist of three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the financial statements

In addition, this report presents certain required supplementary information.

Government-wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the County's overall financial condition in a manner similar to those of a private-sector business.

These statements combine and consolidate governmental fund's current financial resources (short-term expendable resources) with capital assets and long-term obligations. They include a *statement of net position* and a *statement of activities* that are designed to provide consolidated financial information about the governmental activities of the County presented on the accrual basis of accounting.

- The *statement of net position* provides information about the government's financial position, its assets and liabilities, using an economic resources measurement focus. The difference between the assets and liabilities, the net position, is a measure of the financial health of the County.
- The *statement of activities* presents information showing how the County's net position changed during the 2017 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 taxes earned, and earned but unused vacation leave). This statement is intended to summarize and simplify the user's analysis of cost of various governmental services. An increase or decrease in net position is an indication of whether the County's financial health is improving or deteriorating.

Both of these financial statements present the functions of the County 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 County include general government, public health and safety, physical environment, transportation, economic environment, human services, culture and recreation, and court related activities. The business-type activities of the County include separate water and sewer systems which are not currently operational and the County is reporting the residual assets associated with these activities.

Over a period of time, changes in the County's net position are an indication of improving or deteriorating financial condition. This information should be evaluated in conjunction with other nonfinancial factors, such as changes in the County's property tax base and the condition of the County's capital assets including infrastructure assets.

Fund Financial Statements

Fund financial statements are one of the components of the basic financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The County uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements and prudent fiscal management. Certain funds are established by law while others are created by legal agreements, such as bond covenants. Fund financial statements provide more detailed information about the County's financial activities, focusing on its most significant or major funds rather than fund types. This is in contrast to the entity-wide perspective contained in the government-wide statements. All of the County's funds may be classified in the broad category of *governmental funds*, *proprietary funds*, and *fiduciary (agency) funds* as discussed below.

- Governmental funds – these funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, the governmental funds utilize a spendable financial resources measurement focus rather than the economic resources measurement focus found in the government-wide financial statements. This financial resources measurement focus allows the governmental fund statements to provide information on near-term inflows and outflows of spendable resources as well as balances of spendable resources available at the end of the fiscal year. Consequently, the governmental fund statements provide a detailed short-term view that may be used to evaluate the County's near-term financing requirements. This short-term view is useful when compared to the long-term view presented as governmental activities in the government-wide financial statements. To facilitate this comparison, both the governmental balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation of governmental funds to governmental activities.
- Proprietary funds – the County maintains one type of proprietary funds which is the enterprise funds. These funds are used to report business-type activities in the government-wide financial statements. The County uses enterprise funds to account for the fiscal activities relating to water and sewer systems in Gulf County. The proprietary funds provide the same type of information as the government-wide financial statements, only in more detail.
- Fiduciary (agency) funds – fiduciary funds are used to report assets held in a trustee or fiduciary capacity for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide statements because the resources are not available to support the County's programs. In its fiduciary capacity, the County is responsible for ensuring that the assets reported in these funds are used only for their intended purposes.

Infrastructure Assets

Generally a government's largest group of assets (infrastructure – roads, bridges, traffic signals, and underground pipes not associated with a utility, etc.) are not reported nor depreciated in governmental fund financial statements. GASB Statement No. 34 requires these assets be valued and reported in the governmental column of the government-wide statements. Additionally, the government must elect to either (a) depreciate these assets over their estimated useful life or (b) develop a system of asset management designed to maintain the service delivery potential to near perpetuity. If the government elects the asset management (the modified approach), which periodically (at least every third year), by category, measures and demonstrates its maintenance of locally established levels of service standards, the government may record its costs of maintenance in lieu of depreciation. The County has elected to depreciate its infrastructure assets.

Government-wide Financial Analysis

Statement of Net Position

Net position may serve over time as a useful indicator of a government's financial position. County's assets exceeded liabilities (governmental and business-type activities) by approximately \$49 million at the close of the fiscal year ended September 30, 2017, and \$48 million at September 30, 2016.

Net Position						
September 30,	Governmental Activities		Business-type Activities		Total	
	2017	2016	2017	2016	2017	2016
Current assets	\$31,804,525	\$26,283,840	\$ 26,092	\$ —	\$31,830,617	\$26,283,840
Capital assets, net	54,056,859	52,043,575	236,235	257,271	54,293,094	52,300,846
Total assets	85,861,384	78,327,415	262,327	257,271	86,123,711	78,584,686
Deferred Outflows	4,739,450	4,384,724	—	—	4,739,450	4,384,724
Current liabilities	3,443,480	2,037,959	26,090	—	3,469,570	2,037,959
Long-term liabilities	38,704,910	33,369,328	—	—	38,704,910	33,369,328
Total liabilities	42,148,390	35,407,287	26,090	—	42,174,480	35,407,287
Deferred inflows	183,021	(632,816)	—	—	183,021	(632,816)
Net investment in capital assets	30,791,859	35,658,575	236,235	257,271	31,028,094	35,915,846
Net position - Restricted	17,524,964	12,737,660	—	—	17,524,964	12,737,660
Net position - Unrestricted	(47,400)	(458,567)	26,092	—	(21,308)	(458,567)
Total net position	\$48,269,423	\$ 47,937,668	\$ 262,327	\$ 257,271	\$48,531,750	\$48,194,939

Statement of Activities

The following schedule summarizes revenues and expenses for years ended September 30, 2017 and 2016:

Changes in Net Position						
Year Ended September 30,	Governmental Activities		Business-type Activities		Total	
	2017	2016	2017	2016	2017	2016
Program Revenues -						
Charges for services	\$ 1,684,808	\$ 2,295,506	\$ —	\$ —	\$ 1,684,808	\$ 2,295,506
Operating grants and contributions	776,775	1,392,650	—	—	776,775	1,392,650
Capital grants and contributions	1,708,730	5,955,089	—	—	1,708,730	5,955,089
General Revenues -						
Property taxes	11,306,669	10,421,000	—	—	11,306,669	10,421,000
Sales taxes	4,103,376	2,561,814	—	—	4,103,376	2,561,814
State shared revenue	3,785,391	6,545,907	—	—	3,785,391	6,545,907
Investment earnings	73,133	23,286	—	—	73,133	23,286
Other	69,145	142,240	—	—	69,145	142,240
Total revenues	<u>23,508,027</u>	<u>29,337,492</u>	<u>—</u>	<u>—</u>	<u>23,508,027</u>	<u>29,337,492</u>
Expenses						
General government	7,186,086	6,843,341	—	—	7,186,086	6,843,341
Public safety	7,957,737	8,040,268	—	—	7,957,737	8,040,268
Physical environment	344,311	1,138,471	—	—	344,311	1,138,471
Transportation	3,377,074	2,977,230	—	—	3,377,074	2,977,230
Economic environment	1,745,447	2,430,287	—	—	1,745,447	2,430,287
Human services	1,527,388	1,543,941	—	—	1,527,388	1,543,941
Culture and recreation	438,657	541,715	—	—	438,657	541,715
Court related	573,480	702,278	—	—	573,480	702,278
Business type	—	—	21,036	21,036	21,036	21,036
Total expenditures	<u>23,150,180</u>	<u>24,217,531</u>	<u>21,036</u>	<u>21,036</u>	<u>23,171,216</u>	<u>24,238,567</u>
Excess (deficiency) before transfers (net)	357,847	5,119,961	(21,036)	(21,036)	336,811	5,098,925
Transfers	(26,092)	—	26,092	—	—	—
Change in net position	<u>\$ 331,755</u>	<u>\$ 5,119,961</u>	<u>\$ 5,056</u>	<u>\$ (21,036)</u>	<u>\$ 336,811</u>	<u>\$ 5,098,925</u>

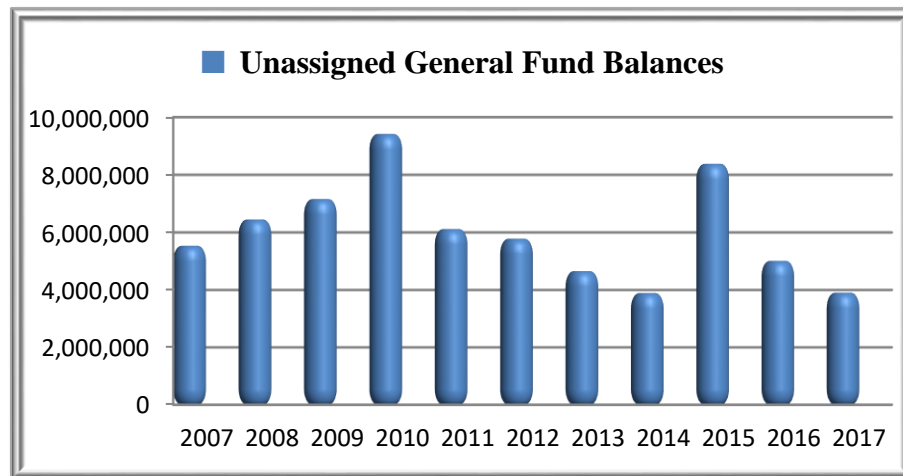
Financial Analysis of Individual Funds

This section provides an analysis of the balances and transactions of individual funds. The County uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

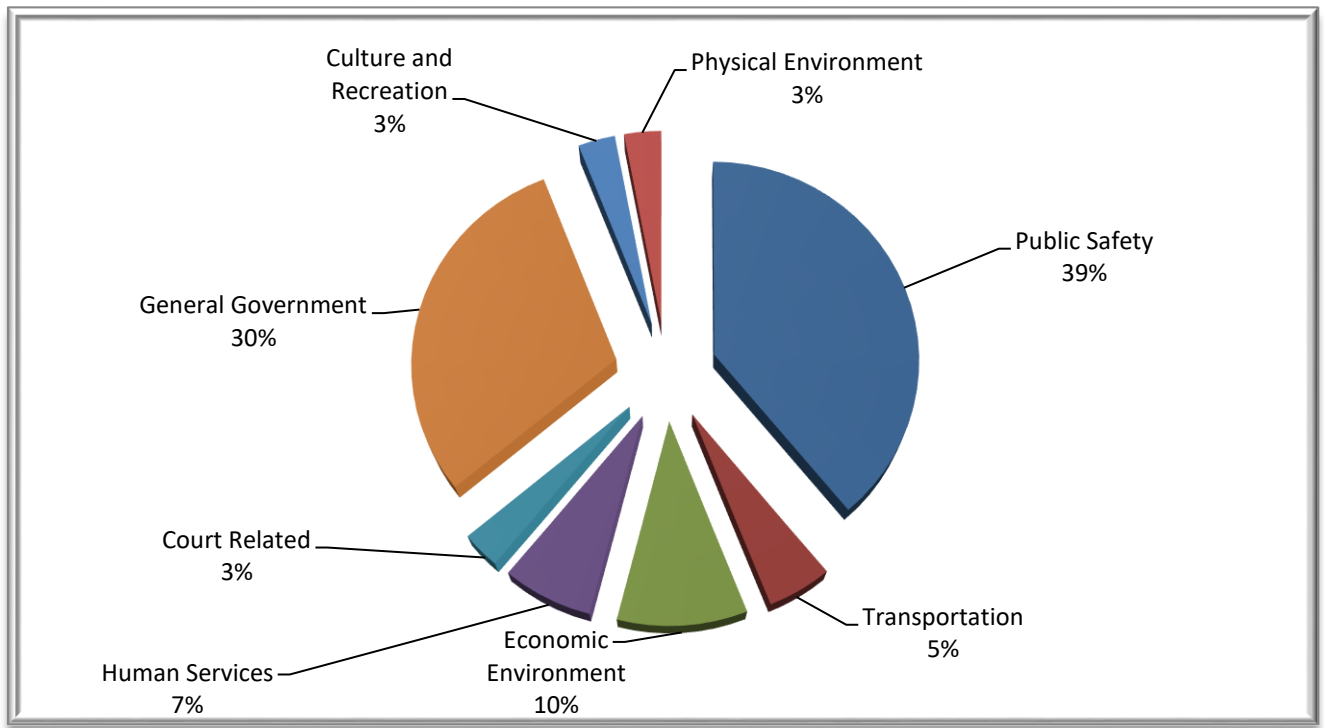
Governmental Funds

The primary purpose of the County's *governmental funds* is to provide information on near-term inflows, outflow, and balances of *spendable resources*. Such information is useful in assessing the County's financing requirements. In particular, *unassigned fund balance* may serve as useful measure of a government's net resources, available for spending, at the end of the current and prior fiscal year. As of September 30, 2017 Gulf County governmental funds reported combined fund balances of \$29,325,539 an increase of \$6,189,772 when compared to prior year combined fund balances. The governmental funds had non-spendable fund balances of \$29,246. The restricted fund balance was \$18,524,964 and consists of monies whose expenditure is externally constrained by grantors, creditors, binding law or enabling legislation. Of the remaining \$10,768,894 in fund balance, \$519,260 is classified as committed, \$6,346,336 is recorded as assigned and \$3,903,298 is recorded as unassigned.

- **General Fund Unrestricted/Undesignated Fund Balance.** As depicted in the following graph, the unassigned fund balance of the Board's general fund (the general operating fund of the County) decreased over the past year.



- **Governmental Activities Expenses by Functions.** The following graph depicts the County's total governmental activities expenses by function for the fiscal year ending September 30, 2017.



Major Funds

Governmental Funds

The general, fines and forfeitures, construction and acquisition, beach renourishment, and debt service public improvement funds are reported as major governmental funds.

- The general fund is the general operating fund of the County. All general tax revenues and other receipts that are not required either legally or by generally accepted accounting principles to be accounted for in other funds are accounted for in the general fund.

General operating funds of the Clerk of the Circuit Court, Property Appraiser, Sheriff, Tax Collector, and Supervisor of Elections represent funds included in the County's general fund that are held and accounted for individually, but presented with the balance of the Board of County Commissioners' operating funds.

- The Construction & Acquisition fund is used to account for the county's activity to acquire and construct roads with proceeds from the Series 2015 A & B bond issue.

- Public Improvement Fund accounts for resources used to account for the accumulation of resources for and the payment of gas tax refunding and improvement revenue bonds.

Proprietary Funds

The County owns the two remaining water systems, Williamsburg/Methodist Hill and Oak Grove. The City of Wewahitchka operates the Williamsburg/Methodist Hill Water System. Although there is not an active inter-local agreement this water system continues to be operated by the City of Wewahitchka under the terms of the 1993 inter-local agreement which terminated in 1994. The City of Port St. Joe operates the Oak Grove Water System. Neither one of these water systems brings any revenue to the County. The only expense to the County for either of these two water systems is depreciation.

Budget Variances in Major Funds

The following budget variances occurred in the major funds during the year ended September 30, 2017.

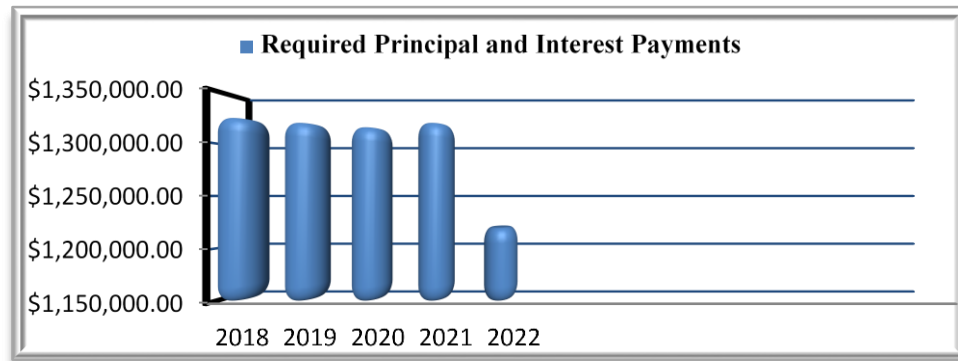
- Intergovernmental revenue (federal, state, and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes) is \$413,354 more than budgeted in the general fund. Several grants were neither completed nor started in the 2016-2017 fiscal year as originally anticipated therefore actual revenues are less than budgeted.
- General Fund charges for services include County officer fees, ambulance fees, and tipping fees. The positive variance of \$487,905 is partly due to increased fees.
- General Fund miscellaneous revenue shows a positive variance of \$34,614. This positive variance is from a combination of rent, and contributions not originally anticipated.
- All functionally categorized expenditures are less than budgeted.

Other variances disclosed on the major fund budget and actual statements and not noted herein are within expected ranges.

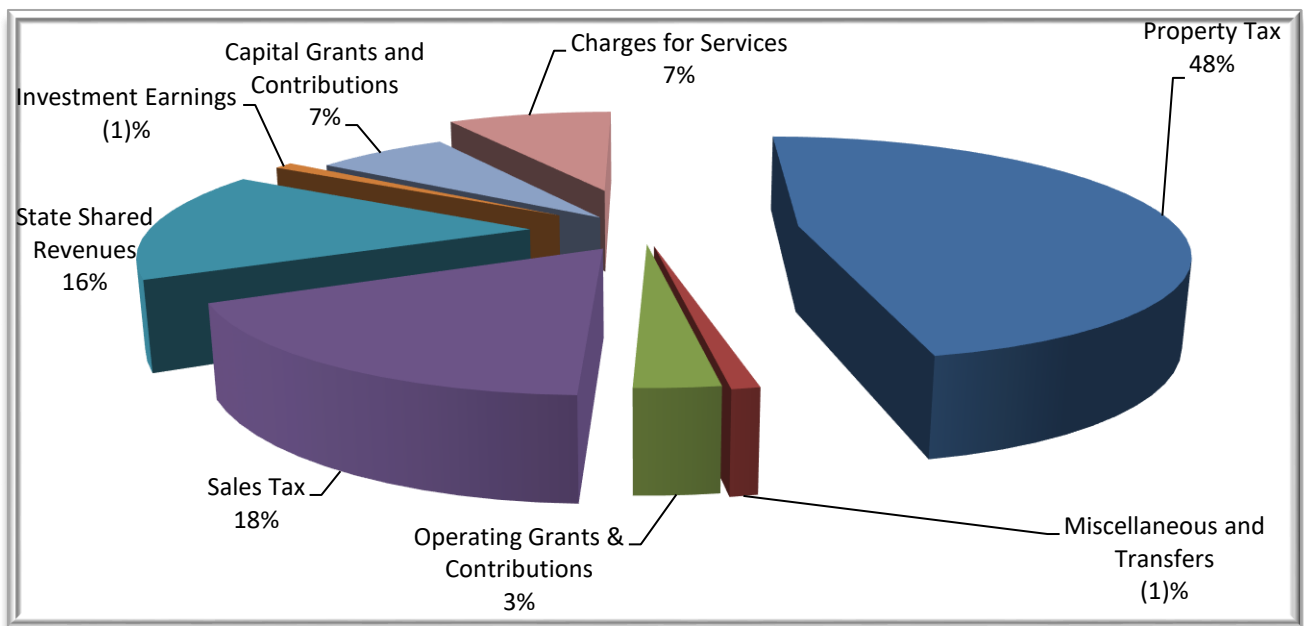
It should be noted that budget expenditure variances shown on the individual major funds are favorable in total.

Capital Assets and Long-Term Debt

- **Governmental Funds Outstanding Debt.** The following graph depicts future principal and interest payments required to be paid by the County from governmental fund resources on outstanding debt as of September 30, 2017. *Not shown on this graph are existing scheduled debt repayments for years 2023 through 2035.*



- **Governmental Activities Revenues by Source.** The following graph depicts the County's total governmental activities revenue by source for the fiscal year.

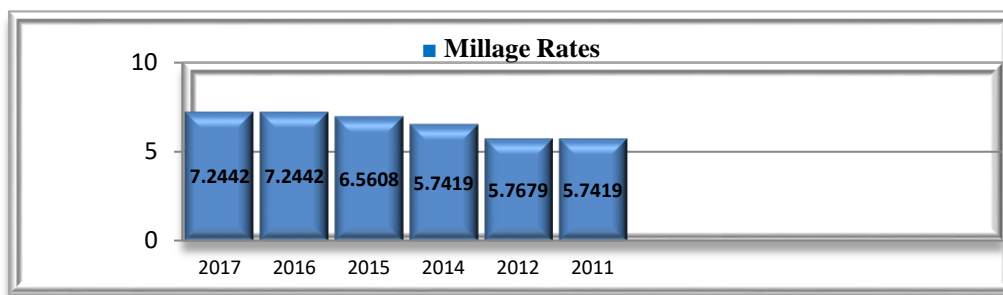
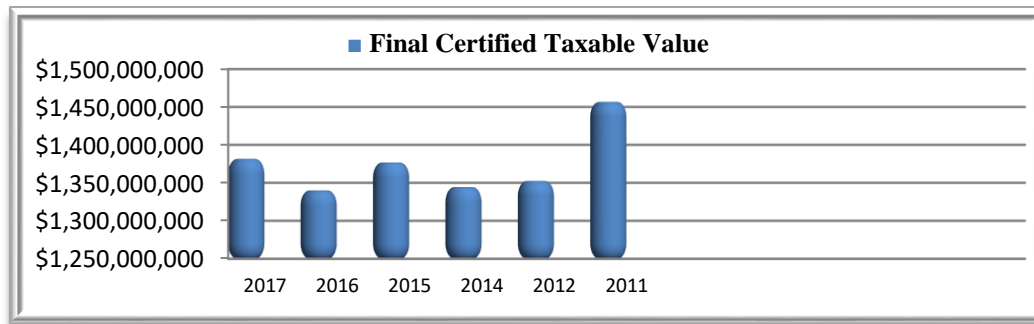


Significant Economic Factors

Taxable Value of Property and Millage Rates

During the year ended September 30, 2017 Gulf County received \$11,306,669 in property taxes based on the certified taxable value of property in Gulf County

Certified Taxable Value by Tax Year



Requests for Information

This report is designed to provide citizens, taxpayers, investors, and creditors with a general overview of the County's finances and to demonstrate compliance and accountability for its resources. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Rebecca L. Norris, Clerk of Circuit Court of Gulf County
1000 Cecil G. Costin, Sr. Blvd., Room 148
Port St. Joe, Florida 32456

BASIC FINANCIAL STATEMENTS

GULF COUNTY, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2017

	Primary Government		
	Governmental	Business-type	
	Activities	Activities	Total
ASSETS			
Current assets			
Cash and cash equivalents	\$ 28,212,182	\$ 26,092	\$ 28,238,274
Receivables (net):			
Accounts	300,255	—	300,255
Notes receivable	413,588	—	413,588
Prepaid expenses	31,682	—	31,682
Internal balances	32,070	—	32,070
Due from other governments	1,402,774	—	1,402,774
Total Current Assets	30,392,551	26,092	30,418,643
Noncurrent assets			
Restricted cash and cash equivalents	1,411,974	—	1,411,974
Capital assets: Nondepreciable	12,248,496	737	12,249,233
Depreciable (net)	41,808,363	235,498	42,043,861
Total Noncurrent Assets	55,468,833	236,235	55,705,068
Total Assets	85,861,384	262,327	86,123,711
DEFERRED OUTFLOWS			
Employee Pension Contributions	4,739,450	—	4,739,450
Total Deferred outflows	4,739,450	—	4,739,450
LIABILITIES			
Current liabilities			
Accounts payable and accrued expenses	1,423,965	—	1,423,965
Due to other governments	156,282	—	156,282
Total Current Liabilities	1,580,247	—	1,580,247
Noncurrent liabilities			
Due in less than one year			
Compensated absences	433,233	—	433,233
Installment contracts and notes payable	1,430,000	—	1,430,000
Due in more than one year			
Compensated absences	1,299,700	—	1,299,700
Bonds payable	21,835,000	—	21,835,000
Net pension liability	13,636,116	—	13,636,116
Other postemployment benefits	406,000	—	406,000
Landfill closure liability	1,528,094	—	1,528,094
Total Noncurrent Liabilities	40,568,143	—	40,568,143
Total Liabilities	42,148,390	—	42,148,390

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF NET POSITION – Continued
SEPTEMBER 30, 2017

DEFERRED INFLOWS

Unearned exchange transactions	619,965	—	619,965
Pension earnings	<u>(436,944)</u>	<u>—</u>	<u>(436,944)</u>

Total Deferred Inflows

<u>183,021</u>	<u>—</u>	<u>183,021</u>
-----------------------	-----------------	-----------------------

NET POSITION

Net investment in capital assets	30,791,859	236,235	31,028,094
Restricted for: Public safety	1,411,828	—	1,411,828
Physical environment	4,897,632	—	4,897,632
Transportation	479,744	—	479,744
Economic environment	1,338,584	—	1,338,584
Human services	2,246,763	—	2,246,763
Culture and recreation	708,952	—	708,952
Court	394,224	—	394,224
Capital outlay	258,222	—	258,222
Debt service	6,785,258	—	6,785,258
Other	3,757	—	3,757
Unrestricted	<u>(1,047,400)</u>	<u>26,092</u>	<u>(1,021,308)</u>

Total Net Position

<u>\$ 48,269,423</u>	<u>\$ 262,327</u>	<u>\$ 48,531,750</u>
-----------------------------	--------------------------	-----------------------------

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF ACTIVITIES
YEAR ENDED SEPTEMBER 30, 2017

		Net (Expense) Revenue and Changes in Net Position					
		Program Revenues			Primary Government		
Functions/Programs	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business Type Activities	Total
Primary government							
Governmental activities							
General government	\$ 7,186,086	\$ 345,229	\$ 32,181	\$ —	\$ (6,808,676)	\$ —	\$ (6,808,676)
Public safety	7,957,737	1,127,092	262,138	152,352	(6,416,155)	—	(6,416,155)
Physical environment	344,311	—	16,174	—	(328,137)	—	(328,137)
Transportation	3,377,074	5,610	—	1,516,148	(1,855,316)	—	(1,855,316)
Economic environment	1,745,447	—	339,776	—	(1,405,671)	—	(1,405,671)
Human services	1,527,388	—	—	31,540	(1,495,848)	—	(1,495,848)
Culture and recreation	438,657	88,216	126,506	8,690	(215,245)	—	(215,245)
Court related	573,480	118,661	—	—	(454,819)	—	(454,819)
Total Governmental Activities	<u>23,150,180</u>	<u>1,684,808</u>	<u>776,775</u>	<u>1,708,730</u>	<u>(18,979,867)</u>	<u>—</u>	<u>(18,979,867)</u>
Business-Type Activities							
Water	<u>21,036</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>21,036</u>	<u>(21,036)</u>
Total Primary Government	<u>\$ 23,171,216</u>	<u>\$ 1,684,808</u>	<u>\$ 776,775</u>	<u>\$ 1,708,730</u>	<u>(18,979,867)</u>	<u>(21,036)</u>	<u>(19,000,903)</u>
General Revenues:							
Taxes:							
Property tax					11,306,669	—	11,306,669
Sales tax					4,103,376	—	4,103,376
State shared revenues					3,785,391	—	3,785,391
Investment earnings					73,133	—	73,133
Miscellaneous					69,145	—	69,145
Transfers					<u>(26,092)</u>	<u>26,092</u>	<u>69,145</u>
Total General Revenues					<u>19,311,622</u>	<u>26,092</u>	<u>19,337,714</u>
Changes in Net Position					331,755	5,056	336,811
Net Position – Beginning of Year					<u>47,937,668</u>	<u>257,271</u>	<u>48,194,939</u>
Net Position – End of Year					<u>\$48,269,423</u>	<u>\$ 262,327</u>	<u>\$ 48,531,750</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
BALANCE SHEET – GOVERNMENTAL FUNDS
YEAR ENDED SEPTEMBER 30, 2017

	<u>General Fund</u>	<u>SHIP</u>	<u>Beach Renewal</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS					
Cash and cash equivalents	\$ 11,566,454	\$ 244,198	\$ 6,785,258	\$ 9,616,272	\$ 28,212,182
Due from other funds	199,140	—	—	386,433	585,573
Due from other governments	579,795	—	—	822,979	1,402,774
Accounts receivable (net)	295,224	—	—	5,031	300,255
Prepaid expense	29,247	—	—	2,435	31,682
Notes receivable	—	55,866	—	357,722	413,588
Restricted assets					
Cash and cash equivalents	<u>253,720</u>	<u>—</u>	<u>—</u>	<u>1,158,254</u>	<u>1,411,974</u>
Total Assets	<u>12,923,580</u>	<u>300,064</u>	<u>6,785,258</u>	<u>12,349,126</u>	<u>32,358,028</u>
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE					
Liabilities					
Vouchers payable	1,155,871	1,295	—	266,799	1,423,965
Due to other governments	79,572	—	—	76,710	156,282
Due to other funds	<u>390,859</u>	<u>—</u>	<u>—</u>	<u>162,644</u>	<u>553,503</u>
Total Liabilities	<u>1,626,302</u>	<u>1,295</u>	<u>—</u>	<u>506,153</u>	<u>2,133,750</u>
Deferred Inflows					
Unearned exchanged transactions	<u>286,571</u>	<u>298,769</u>	<u>—</u>	<u>313,399</u>	<u>898,739</u>
Total Deferred Inflows	<u>286,571</u>	<u>298,769</u>	<u>—</u>	<u>313,399</u>	<u>898,739</u>
Fund Balance					
Nonspendable	29,246	—	—	2,435	31,681
Restricted	511,179	—	6,785,258	11,228,527	18,524,964
Committed	220,648	—	—	298,612	519,260
Assigned	6,346,336	—	—	—	6,346,336
Unassigned	<u>3,903,298</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>3,903,298</u>
Total fund balance	<u>11,010,707</u>	<u>—</u>	<u>6,785,258</u>	<u>11,529,574</u>	<u>29,325,539</u>
Total Liabilities Deferred Inflows & Fund Balance	<u>\$ 12,923,580</u>	<u>\$ 300,064</u>	<u>\$ 6,785,258</u>	<u>\$ 12,349,126</u>	

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. 54,056,859

Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. (35,391,749)

Other long-term assets are not available to pay for current period expenditures and therefore are deferred in the funds. 278,774

Net position of governmental activities **\$ 48,269,423**

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
YEAR ENDED SEPTEMBER 30, 2017

	<u>General Fund</u>	<u>SHIP</u>	<u>Beach Renewal</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
REVENUES					
Taxes	\$ 11,098,786	\$ —	\$ —	\$ 5,363,702	\$ 16,462,488
Licenses and permits	446,723	—	—	1,400	448,123
Intergovernmental	2,611,065	329,776	—	2,435,242	5,376,083
Fines and forfeitures	13,899	—	—	96,643	110,542
Charges for services	1,870,735	—	—	282,773	2,153,508
Investment earnings and other	<u>49,652</u>	<u>21,597</u>	<u>7,219</u>	<u>90,307</u>	<u>168,775</u>
Total Revenues	<u>16,090,860</u>	<u>351,373</u>	<u>7,219</u>	<u>8,270,067</u>	<u>24,719,519</u>
EXPENDITURES					
Current					
General government	5,746,882	—	—	34,955	5,781,837
Public safety	6,716,869	—	—	670,205	7,387,074
Physical environment	301,553	—	—	336,526	638,079
Transportation	946,311	—	—	16,273	962,584
Economic environment	360,633	351,373	—	1,130,690	1,842,696
Human services	822,719	—	—	495,805	1,318,524
Culture and recreation	132,164	—	—	252,231	384,395
Court related	91,436	—	—	526,537	617,973
Debt service	—	—	268,102	1,238,076	1,506,178
Capital outlay	<u>450,418</u>	<u>—</u>	<u>—</u>	<u>5,128,019</u>	<u>5,578,437</u>
Total Expenditures	<u>15,568,985</u>	<u>351,373</u>	<u>268,102</u>	<u>9,829,317</u>	<u>26,017,777</u>
Excess (deficiency) of revenues over (under) expenditures	<u>521,875</u>	<u>—</u>	<u>(260,883)</u>	<u>(1,559,250)</u>	<u>(1,298,258)</u>
Other financing sources (uses)					
Transfers in	3,834,961	—	103	1,047,049	4,882,113
Transfer out	(3,574,994)	—	(341,916)	(881,457)	(4,798,367)
Sale of equipment	16,330	—	—	—	16,330
Debt proceeds	<u>—</u>	<u>—</u>	<u>7,387,954</u>	<u>—</u>	<u>7,387,954</u>
Total other financing sources (uses)	<u>276,297</u>	<u>—</u>	<u>7,046,141</u>	<u>165,592</u>	<u>7,488,030</u>
Net change in Fund Balance	798,172	—	6,785,258	(1,393,658)	6,189,772
Fund balance - beginning	<u>10,212,535</u>	<u>—</u>	<u>—</u>	<u>12,923,232</u>	<u>23,135,767</u>
Fund balance - ending	<u>\$11,010,707</u>	<u>\$ —</u>	<u>\$ 6,785,258</u>	<u>\$11,529,574</u>	<u>\$ 29,325,539</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
YEAR ENDED SEPTEMBER 30, 2017**

Amounts reported for governmental activities in the statement of activities
are different because:

Net change in fund balances – total governmental funds (page 18)	\$ 6,189,772
Capital outlay, reported as expenditures in governmental funds, are shown as capital assets in the statement of activities net of accumulated depreciation.	2,013,284
Debt proceeds are shown as revenue in the funds. Repayment of long-term debt is reported as an expenditure in governmental funds but the net as a reduction or increase of long-term liabilities in the statement of net position.	(6,827,954)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	(879,038)
Certain revenues not considered available are not recognized in the governmental funds but are included in the statement of activities.	<u>(164,309)</u>
Change in net position of governmental activities (page 16)	<u>\$ 331,755</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES – BUDGET AND ACTUAL – GENERAL FUND
YEAR ENDED SEPTEMBER 30, 2017

	Budget Amounts		Actual	Variance with Final
	Original	Final	Amounts	Budget Positive (Negative)
Revenues:				
Taxes	\$11,400,707	\$11,400,707	\$11,098,786	\$ (301,921)
Licenses and permits	349,500	349,500	446,723	97,223
Intergovernmental	2,197,711	2,197,711	2,611,065	413,354
Fines and forfeitures	1,400	1,400	13,899	12,499
Charges for services	1,382,830	1,382,830	1,870,735	487,905
Investment earning & other	<u>15,038</u>	<u>15,038</u>	<u>49,652</u>	<u>34,614</u>
Total revenues	<u>15,347,186</u>	<u>15,347,186</u>	<u>16,090,860</u>	<u>743,674</u>
Expenditures:				
Current				
General government	6,316,245	6,227,639	5,746,882	480,757
Public safety	6,884,677	6,890,569	6,716,869	173,700
Physical environment	259,010	371,715	301,553	70,162
Transportation	1,267,404	1,239,254	946,311	292,943
Economic environment	375,807	376,307	360,633	15,674
Human services	908,102	911,216	822,719	88,497
Culture and recreation	216,528	216,528	132,164	84,364
Court related	120,156	120,594	91,436	29,158
Debt service	—	—	—	—
Capital outlay	<u>229,418</u>	<u>233,489</u>	<u>450,418</u>	<u>(216,929)</u>
Total expenditures	<u>16,577,347</u>	<u>16,587,311</u>	<u>15,568,985</u>	<u>1,018,326</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(1,230,161)</u>	<u>(1,240,125)</u>	<u>521,875</u>	<u>1,762,000</u>
Other financing sources (uses)				
Transfers in	3,711,472	3,867,411	3,834,961	(32,450)
Transfers out	(3,375,928)	(3,599,285)	(3,574,994)	24,291
Sale of equipment	—	—	16,330	16,330
Debt proceeds	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Total other financing Sources (uses)	<u>335,544</u>	<u>268,126</u>	<u>276,297</u>	<u>8,171</u>
Net change in fund balance	(894,617)	(971,999)	798,172	1,770,171
Fund balance - beginning	<u>10,212,535</u>	<u>10,212,535</u>	<u>10,212,535</u>	<u>—</u>
Fund balance - ending	<u>\$ 9,317,918</u>	<u>\$ 9,240,536</u>	<u>\$ 11,010,707</u>	<u>\$ (1,770,171)</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES – BUDGET AND ACTUAL – SHIP
FOR THE YEAR ENDED SEPTEMBER 30, 2017

	Budget Amounts		Actual	Variance with Final
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Budget Positive</u> <u>(Negative)</u>
Revenues:				
Intergovernmental	\$ 525,000	\$ 503,802	\$ 329,776	\$ (174,026)
Investment earnings and other	400	21,598	21,597	(1)
Total revenues	<u>525,400</u>	<u>525,400</u>	<u>351,373</u>	<u>(174,027)</u>
Expenditures:				
Current				
Economic environment	<u>525,400</u>	<u>525,400</u>	<u>351,373</u>	<u>174,027</u>
Total expenditures	<u>\$ 525,400</u>	<u>\$ 525,400</u>	<u>\$ 351,573</u>	<u>\$ 174,027</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES – BUDGET AND ACTUAL – BEACH RENEWAL
FOR THE YEAR ENDED SEPTEMBER 30, 2017

	Budget Amounts		Actual	Variance with Final
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Budget Positive</u> <u>(Negative)</u>
Revenues:				
Investment earnings and other	\$ 300	\$ 300	\$ 7,219	\$ 6,919
Total revenues	<u>300</u>	<u>300</u>	<u>7,219</u>	<u>6,919</u>
Expenditures:				
Current				
Debt Service	<u>349,034</u>	<u>349,034</u>	<u>268,102</u>	<u>80,932</u>
Total expenditures	<u>349,034</u>	<u>349,034</u>	<u>268,102</u>	<u>80,932</u>
Excess (deficiency) or revenues				
Over expenditures	<u>(348,734)</u>	<u>(348,734)</u>	<u>(260,883)</u>	<u>87,851</u>
Other Financing Sources/Uses:				
Transfers in	—	—	103	103
Debt proceeds	—	—	7,387,954	7,387,954
Transfers out	<u>(341,916)</u>	<u>(341,916)</u>	<u>(341,916)</u>	<u>—</u>
Total other financing				
Sources/uses	<u>(341,916)</u>	<u>(341,916)</u>	<u>7,046,141</u>	<u>7,388,057</u>
Net change in fund balance	(690,650)	(690,650)	6,785,258	7,475,908
Fund balances - beginning	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances - ending	<u>\$ (690,650)</u>	<u>\$ (690,650)</u>	<u>\$ 6,785,258</u>	<u>\$(7,475,908)</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
SEPTEMBER 30, 2017

	Business-type Activities/Enterprise Funds		
	Oak Grove	Williamsburg and Methodist Hill	Total Business-type Funds
Assets			
Current assets			
Cash	\$ 26,092	\$ —	\$ 26,092
Noncurrent assets			
Capital assets			
Land	737	—	737
Buildings and utility system	269,453	571,925	841,378
Less allowance for depreciation	(262,706)	(343,174)	(605,880)
Total noncurrent assets	<u>7,484</u>	<u>228,751</u>	<u>236,235</u>
Total assets	<u>33,576</u>	<u>228,751</u>	<u>262,327</u>
Net position			
Net investment in capital assets	7,484	228,751	236,235
Unrestricted	<u>26,092</u>	<u>—</u>	<u>26,092</u>
Total net position	<u><u>\$ 33,576</u></u>	<u><u>\$ 228,751</u></u>	<u><u>\$ 262,327</u></u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
YEAR ENDED SEPTEMBER 30, 2017

	<u>Business-type Activities/Enterprise Funds</u>		
		Williamsburg and Methodist Hill	Total Business-type Funds
	<u>Oak Grove</u>	<u></u>	<u></u>
Operating revenues			
Charges for services	\$ —	\$ —	\$ —
Operating expenses			
Depreciation	6,736	14,300	21,036
Total operating expenses	6,736	14,300	21,036
Operating income (loss)	(6,736)	(14,300)	(21,036)
Nonoperating revenue			
Transfer in	26,092	—	26,092
Total nonoperating revenue	26,092	—	26,092
Increase in net position	19,356	—	5,056
Net position - beginning	14,220	243,051	257,271
Net position - ending	<u>\$ 33,576</u>	<u>\$ 228,751</u>	<u>\$ 262,327</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
YEAR ENDED SEPTEMBER 30, 2017**

	<u>Business-type Activities/Enterprise Funds</u>		
		Williamsburg and Methodist Hill	Total Business-type Funds
	<u>Oak Grove</u>	<u>Hill</u>	<u>Funds</u>
Cash flow from non-capital Related activities			
Transfer In	\$ 26,092	\$ —	\$ 26,092
Transfer in	<u>—</u>	<u>—</u>	<u>—</u>
Net increase in cash and cash equivalents	26,092	—	26,092
Cash and cash equivalents – beginning	<u>—</u>	<u>—</u>	<u>—</u>
Cash and cash equivalents – ending	<u><u>\$ 26,092</u></u>	<u><u>\$ —</u></u>	<u><u>\$ 26,092</u></u>

(continued)

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS (continued)
YEAR ENDED SEPTEMBER 30, 2017

	<u>Business-type Activities/Enterprise Funds</u>		
		Williamsburg and Methodist Hill	Total Business-type Funds
	<u>Oak Grove</u>		
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities			
Operating income (loss)	\$ (6,736)	\$ (14,300)	\$ (21,036)
Adjustments to reconcile Operating income (loss) To net cash provided By (used in) operating			
Depreciation	<u>6,736</u>	<u>14,300</u>	<u>21,036</u>
Total adjustments	<u>6,736</u>	<u>14,300</u>	<u>21,036</u>
Net cash provided by (used in) operating activities	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
SEPTEMBER 30, 2017

	<u>Agency Funds</u>
Assets	
Cash and Cash Equivalents	\$ 648,441
Accounts receivable (net)	5,390
Due from other funds	<u>243</u>
Total Assets	<u>654,074</u>
Liabilities	
Due to individuals	378,564
Due to other funds	31,869
Due to Board of County Commissioners	18,425
Due to other governments	<u>225,216</u>
Total Liabilities	<u>\$ 654,074</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Gulf County, Florida (County) located in Northwest Florida, is a political subdivision of the State of Florida and provides services to approximately 16,000 residents in many areas including general government, public safety, physical environment, transportation, economic environment, human services, and culture and recreation. The County is governed by a five-member elected Board of County Commissioners (Board), which derives its authority from Florida Statutes and regulations. In addition to the members of the Board, there are five elected constitutional officers: Clerk of the Circuit Court, Sheriff, Tax Collector, Property Appraiser and Supervisor of Elections.

The elected offices of the Clerk of the Circuit Court, Sheriff, Tax Collector, Property Appraiser, and Supervisor of Elections are operated as separate County agencies in accordance with applicable provisions of Florida Statutes. These constitutional officers operate on a budget system whereby County-appropriated funds are received from the Board and unexpended funds are returned to the Board. The Clerk of the Circuit Court operates as a fee officer by retaining various fees collected by this office and billing the Board for certain services provided. Separate accounting records and budgets are maintained by each individual office.

As required by Governmental Accounting Standards Board (GASB) Statement No. 14, *The Reporting Entity*, the financial reporting entity consists of the primary government (composed of the Board of County Commissioners and Constitutional Officers) and the County's component units, for which the primary government is considered to be financially accountable. Also included are other entities whose exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Each potential component unit is individually evaluated using specific criteria outlined in GASB Statement No. 14 to determine whether the entity is: a) part of the primary government; b) a component unit which should be included in the reporting entity (blended or discretely presented); or c) an organization which should be excluded from the reporting entity entirely. The principal criteria for classifying a potential component unit include the legal separateness of the organization, the financial accountability of the primary government for the potential component unit resulting from either the primary government's ability to impose its will on the potential component unit's fiscal dependency on the primary government. The dependent special districts, Howard Creek Fire Control, Overstreet Fire Control, St. Joe Fire Control, Tupelo Fire Control, and Highland View Water and Sewer District are considered component units, and are blended in the financial statements of the County as part of the enterprise funds and the special revenue funds. There are no other entities for which there were positive responses to specific criteria used for establishing oversight responsibility that were excluded from the County's financial statements.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The County was established by the constitution of the State of Florida, Article VIII, Section 1 (e). Dependent special districts were created as follows: Highland View Water and Sewer District, Laws of Florida Chapter 61-2212; Howard Creek Fire District, Laws of Florida Chapter 79-467; Overstreet Fire District, Laws of Florida Chapter 78-513; St. Joe Fire District, Laws of Florida Chapter 47-24541; and Tupelo Fire District, Laws of Florida Chapter 70-696.

All fire Districts were conformed and re-established by County Ordinance #1996-12.

The accounting policies of the County conform to U.S. generally accepted accounting principles as applicable to governments. The following is a summary of the significant accounting policies.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which are normally 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. Likewise, the primary government is reported separately from certain legally separate component units, if any, for which the primary government is financially accountable.

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: a) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and, b) 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 instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The County reports three major governmental funds:

- General Fund – The general fund is the County’s primary operating fund. It is used to account for all resources traditionally associated with governmental activities except those required to be accounted for in other funds.
- SHIP – This fund is used to account for activity relating to the SHIP program.
- Beach Renewal – This fund is used to account for the Beach Renewal activity.

The County reports each of the enterprise funds as major funds. Each fund is used to account for activity of the utility for area served.

The County reports one type of fiduciary fund, agency funds, which are used to account for the collection and disbursement of funds by the County on behalf of other governments and individuals.

C. 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, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences are recorded only when payment is due.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. The County’s enterprise activities are operated and maintained by local cities. The County receives the amounts billed to customers for the required debt service and bond payments. The terms of these interlocal agreements are described in note 18.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Enterprise Activities

For enterprise activities, the County applies all applicable GASB pronouncements.

E. Budgets and Budgetary Accounting

General governmental revenue and expenditures accounted for in budgetary funds are controlled by a budgetary accounting system in accordance with various legal requirements which govern the County's operations. Budgets are monitored at varying levels of classification detail; however, expenditures cannot legally exceed total appropriations at the individual fund level. All budget changes that affect the total of a fund's budget must be approved by the Board.

The budgetary information presented for the general fund and any major governmental funds is prepared on the modified accrual basis. Encumbrances are not recorded. Unexpended items at year-end must be reappropriated in the subsequent year.

F. Cash and Cash Equivalents

Cash and cash equivalents consist of those deposits made locally in commercial banks and investments purchased through the Florida Local Government Investment Trust. All deposits in commercial banks are with qualified public depositories authorized by Chapter 280, Florida Statutes. The deposits are insured through FDIC and Florida's multiple financial institution collateral pool. The Florida Local Government Investment Trust deposits are maintained in investment pools which invest primarily in highly liquid commercial paper, repurchase agreements, bankers' acceptance notes and United States Government obligations. The County follows GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, in reporting on investments owned. Generally, this statement requires various investments be reported at fair value, including debt securities and open-ended mutual funds.

G. Accounts Receivable

The County's and its component units accounts receivable, other than ambulance service accounts receivable as described in note 12, are deemed to be entirely collectible. Therefore, an allowance for uncollectible accounts receivable has not been recorded.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

H. Due from (to) Other Funds

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as “due to/from other funds.” Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances” when applicable.

I. Inventories

Inventory items of materials and supplies, which are not significant in amount, are considered expenditures when purchased in the governmental funds. The balance of physical inventory on hand at fiscal year-end has not been recorded because the amount is not considered material.

J. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, right of ways, stormwater system, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Machinery and equipment with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of one year are recorded as capital assets. Buildings, roads, bridges, and sidewalks are capitalized when their initial costs exceed \$25,000 and possess estimated useful lives of more than one year. Capital assets are recorded at historical cost when purchased or constructed or estimated historical cost if actual cost is unknown. Donated capital assets are recorded at estimated fair market value at the date of donation. The cost of normal maintenance and repairs that does not add to the value of an asset or materially extend its useful life is expenses as incurred.

Property, plant and equipment are depreciated using the straight-line method over the estimated useful lives of the assets, which are generally as follows:

Buildings	50 years
Improvements	50 years
Machinery and equipment	5-20 years
Infrastructure	15-25 years

Major outlays for capital assets and improvements are capitalized as projects are constructed. For assets constructed with governmental fund resources, interest during the construction period is not capitalized.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

K. Deferred Inflows

Deferred inflows reported in the government-wide financial statements represent unearned revenues. The deferred inflows will be recognized as revenue in the fiscal year they are earned in accordance with the accrual basis of accounting. Deferred inflows reported in governmental fund financial statements represent unearned revenues or revenues which are measurable but not available, and in accordance with the modified accrual basis of accounting, are reported as deferred revenues.

L. Compensated Absences

The County maintains a policy that permits employees to accumulate earned but unused vacation and sick pay benefits that will be paid to employees upon separation from County service if certain criteria are met. These benefits, plus their related tax and retirement costs are classified as compensated absences. Employees may be paid for unused vacation hours accrued up to a maximum amount. Payment of unused sick leave, upon termination, is also provided for up to varying amounts.

Both the current and long-term portion of compensated absences are accrued and reported in the government-wide financial statements. No expenditure is reported in the government fund level statements for these amounts until payment is made. Compensated absences liability is based on current rates of pay. This is accounted for pursuant to GASB Statement No.16, *Accounting for Compensated Absences*.

M. Property Taxes

Under Florida law, the assessment of all properties and the collection of all county, municipal and school board property taxes are consolidated in the offices of the Property Appraiser and Tax Collector. The laws of the State regulating tax assessment are also designed to assure a consistent property valuation method statewide. Florida Statutes permit counties to levy property taxes at a rate of up to 10 mills for general operations. The 2017 tax year millage rate assessed by the County was 7.2442 mils.

The tax levy of the County is established by the Board prior to October 1, of each year and the Property Appraiser incorporates the County millage rates into the total tax levy, which includes the various municipalities, the county school board, and other taxing authorities.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

All property is assessed according to its fair market value January 1, of each year. Each assessment roll is submitted to the Executive Director of the Florida Department of Revenue for review to determine if the rolls meet all of the appropriate requirements of Florida Statutes.

All taxes become payable on November 1, of each year, or as soon thereafter as the assessment roll is certified and delivered to the Tax Collector. All unpaid taxes become delinquent on April 1 following the year in which they are assessed. Discounts are allowed for early payment at the rate of 4% in the month of November, 3% in the month of December, 2% in the month of January and 1% in the month of February. Taxes paid in March are without discount.

On or prior to June 1, following the tax year, tax certificates are sold for all delinquent taxes on real property. After sale, tax certificates bear interest of 18% per year or at any lower rate bid by the buyer. Application for a tax deed on any unredeemed tax certificates may be made by the certificate holder after a period of two years. Unsold tax certificates are held by the County.

N. Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principle requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

O. Use of Restricted Assets

It is generally the practice of the County to utilize restricted net position before unrestricted net assets when possible.

P. Encumbrances

Encumbrances represent commitments related to unperformed contracts for goods and services which are chargeable to an appropriation and for which a part of the appropriation is reserved. Encumbrances do not represent expenditures or liabilities. Encumbrances outstanding at year end lapse and are reappropriated in the subsequent year.

Q. Long-Term Obligations

In the government-wide financial statements and the proprietary funds in the fund financial statement, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net position. Bond premiums and discounts, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

R. Subsequent Events

The County evaluated subsequent events through June 28, 2018, the date which the financial statements were available to be issued. The County did not have any subsequent events requiring disclosure or recording in these financial statements.

NOTE 2 - RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Explanation of certain differences between the governmental funds balance sheet and the government-wide statement of net position:

The governmental funds balance sheet includes reconciliation between *fund balance – total governmental funds* and *net position of governmental activities* as reported in the government-wide statement of net position. One element of that reconciliation explains, “long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.” The details of this (\$35,391,749) difference are as follows:

Net pension liabilities	\$ (13,636,116)
Deferred for retirement contributions	436,944
Deferred for payment to retirees	4,739,450
Bonds payable	(23,265,000)
Other Postemployment benefits	(406,000)
Landfill closure liabilities	(1,528,094)
Compensated absences	<u>(1,732,933)</u>
Net adjustment to reduce <i>fund balance – total governmental funds</i> to arrive at <i>net position of governmental activities</i>	<u>\$ (35,391,749)</u>

Another element of that reconciliation states, “capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.” The details of the \$54,056,859 difference are as follows:

Cost of capital assets	\$ 91,525,988
Less: accumulated depreciation	<u>(37,469,129)</u>
Net adjustment to increase <i>fund balance – total governmental funds</i> to arrive at <i>net position of governmental activities</i>	<u>\$ 54,056,859</u>

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 2 - RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS (continued)

Explanation of certain differences between the governmental funds statements of revenues, expenditures, and changes in fund balances and the government-wide statement of activities:

The governmental funds statement of revenues, expenditures, and changes in fund balances includes a reconciliation between *net changes in fund balances – total governmental funds* and *changes in net position of governmental activities* as reported in the government-wide statement of activities. One element of that reconciliation explains, 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. “The details of this \$2,013,284 difference are as follows:

Capital outlay	\$ 6,181,106
Disposal of capital assets	(9,001)
Depreciation expense	<u>(4,158,821)</u>
Net adjustment to decrease <i>net change in fund balances – total governmental funds</i> to arrive at <i>change in net position of governmental activities</i>	<u>\$ 2,013,284</u>

Another element of that reconciliation states, “some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds” and “revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.” The details of this (\$879,038) difference are as follows:

Increase in compensated absences	\$ (92,792)
Other Postemployment benefits	(27,000)
Landfill closure	305,003
Change in pension expense	<u>(1,064,249)</u>
Net adjustment to increase <i>net change in fund balances – total governmental funds</i> to arrive at <i>change in net position of governmental activities</i>	<u>\$ (879,038)</u>

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 3 - DEPOSITS AND INVESTMENTS

Deposits Policies

The County's cash and cash equivalents include cash on hand, demand deposits, and short-term highly liquid debt instruments with original maturities of three months or less from the date of acquisition.

Investments Policies

Florida Statutes, Section 218.415, authorizes the County to invest surplus funds in the following:

The Local government Surplus Funds Trust Fund (State Board of Administration) or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act as provided s.163.01.

Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency.

Interest – bearing time deposits or savings accounts in state-certified qualified public depositories as defined in s. 280.02.

Direct obligations of the United States Treasury.

Federal agencies and instrumentalities.

Securities of, or other interests in, any open-end or closed-end management-type investment company or investment trust registered under the Investment Company Act of 1940, 15 U.S.C.ss. 80a-1 et. seq., as amended from time to time, provided that the portfolio of such investment company or investment trust is limited to obligations of the United States Government or any agency or instrumentality thereof and to repurchase agreements full collateralized by such United States Government obligations, and provided that such investment company or investment trust takes delivery of such collateral either directly or through an authorized custodian.

In addition, the County is authorized by law or by county ordinance to invest funds in the following securities:

Commercial Paper of U.S. Corporations having a rating of at least two of the following three ratings: A-1, P-1, and F-1, as rated by Standard & Poors, Moody's, and Fitch Investors Service rating services.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 3 - DEPOSITS AND INVESTMENTS (continued)

Bankers' Acceptances that are eligible for purchase by the Federal Reserve Banks and have a Letter of Credit rating of A or better.

Obligations, rated A+ or better, of the State of Florida and its various local governments, including Gulf County.

Overnight Repos (Repurchase Agreement) and Term Repos with maturities of less than 30 days.

Corporate Securities rated AA/Aa by Standard & Poors and Moody's.

Qualified Purchaser Funds (3(c)7)funds) securities of an open-end management type investment company or investment fund advised by a Registered Advisor under rule 3(c)(7) of the Federal Investment Company Act of 1940, provided that the funds investment guidelines state that the fund will seek to maintain a \$1 per share net position value.

Auction Rate Securities rate AAA/aaa.

Florida Statutes provide that funds awaiting clearing may be invested. Pursuant to an agreement with a local financial institution, cash on deposit, including the County's float, was invested overnight in United States Treasury Obligations per the repurchase agreement.

The Florida Local Government Investment Trust Fund (FLGIT) is a professionally managed fund available only to public entities in Florida. The investment policy of FLGIT restricts investments to direct obligations of or securities fully guaranteed by the United States; obligations of certain federal agencies, including collateralized obligations; repurchase agreements; and commercial paper.

As of September 30, 2017, the County's deposits consisted of the following:

	<u>Fair Value</u>	<u>Weighted Average Maturity (months)</u>
Florida Local Government Investment Trust	<u>\$643,126</u>	Demand
Total	<u>\$643,126</u>	

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 3 - DEPOSITS AND INVESTMENTS (continued)

Custodial Credit Risk of Deposits

All cash resources of the County are placed in banks that are qualified public depositories, as required by law (Florida Security for Public Deposits Act). Every qualified public depository is required by this law to deposit with the State Treasurer eligible collateral equal to, or in excess of, an amount to be determined by the State Treasurer. The State Treasurer is required to ensure that the County's funds are entirely collateralized throughout the fiscal year. In the event of failure by a qualified public depository, losses in excess of federal depository insurance and proceeds from the sale of the securities pledged by the defaulting depository are assessed against the other qualified public depositories of the same type as the depository in default. When other qualified public depositories are assessed additional amounts, they are assessed on a pro-rata basis.

Interest Rate Risk

At September 30, 2017, the County did not hold any investments that were considered to be an interest rate risk.

Credit Risks

At September 30, 2017, the County did not hold any investments that were considered to be a credit risk.

Custodial Risk

For an investment, there is a risk that in the event of a failure of the counterparty to a transaction, the government will not be able to recover the value of its investments or collateralized securities that are in the possession of an outside party. The County's investments are excluded from the definition of custodial credit risk.

Concentration of Credit Risk

At September 30, 2017, the County did not hold any investments that were considered to be a concentration of credit risk.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 4 - INTERFUND RECEIVABLES AND PAYABLES

Internal balances at September 30, 2017, consisted of the following:

	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General fund	\$ 84,827	\$ 124,751
Special revenue funds	233,237	161,687
Agency funds	<u>243</u>	<u>31,868</u>
Total	<u>\$ 318,307</u>	<u>\$ 318,306</u>

The general fund has amounts due to and from constitutional officers, which represent the return of excess appropriations due at the end of the fiscal year, from either budget or officers or fee officers.

All remaining balances resulted from the time lag between the dates that (a) interfund goods and services are provided or reimbursable expenditures occur, (b) transactions are recorded in the accounting system, and (c) payments between funds are made.

NOTE 5 - INTERFUND TRANSFERS

Interfund transfers for the year ended September 30, 2017, consisted of the following:

	<u>Transfers In</u>	<u>Transfers Out</u>
General Fund	\$ 3,534,960	\$ 3,473,191
Special Revenue Funds:		
Capital Projects	91,325	—
MSTU Debt Service Fund	341,916	—
Non Ad Valorem Debt Service	389,887	—
Public Works	300,000	—
St. Joe Fire Control	—	38,892
Tupelo Fire Control	—	5,945
Overstreet Fire Control	—	2,972
Honeyville fire Control	—	1,735
BP Restore Act	—	103,550
MSYU Construction Fund	—	341,916
TDC Fund	—	389,887
Secondary Road and Bridge	<u>—</u>	<u>300,000</u>
Total	<u>\$ 4,658,088</u>	<u>\$ 4,658,088</u>

The transfers were for budgeted operations.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 6 - CAPITAL ASSETS

Capital asset activity for the year ended September 30, 2017, was as follows:

	<u>September 30,</u> <u>2016</u>	<u>Increases</u>	<u>Decreases</u>	<u>September 30,</u> <u>2017</u>
Governmental Activities:				
Capital assets not being depreciated:				
Land	\$ 3,765,987	\$ 494,905	\$ —	\$ 4,260,892
Construction in progress	<u>3,554,057</u>	<u>4,433,547</u>	<u>—</u>	<u>7,987,604</u>
Total capital assets, not being depreciated	<u>7,320,044</u>	<u>4,928,452</u>	<u>—</u>	<u>12,248,496</u>
Capital assets being depreciated:				
Buildings and improvements	16,744,278	239,611	—	16,983,889
Machinery and equipment - BOCC	15,797,718	710,882	(974,887)	15,533,713
Machinery and equipment - Sheriff	1,282,638	302,162	(132,716)	1,452,084
Infrastructure	<u>45,307,806</u>	<u>—</u>	<u>—</u>	<u>45,307,806</u>
Total capital assets being depreciated	<u>79,132,440</u>	<u>1,252,655</u>	<u>(1,107,603)</u>	<u>79,277,492</u>
Less accumulated depreciation for:				
Buildings and improvements	(6,783,997)	(1,584,796)	—	(8,368,793)
Machinery	(11,778,160)	(1,257,388)	1,098,602	(11,936,946)
Infrastructure	<u>(15,846,753)</u>	<u>(1,316,637)</u>	<u>—</u>	<u>(17,163,390)</u>
Total accumulated depreciation	<u>(34,408,910)</u>	<u>(4,158,821)</u>	<u>1,098,602</u>	<u>(37,469,129)</u>
Total capital assets being depreciated, net	<u>44,723,530</u>	<u>(2,906,166)</u>	<u>(9,001)</u>	<u>41,808,363</u>
Total Governmental activities, capital assets,				
(net of accumulated depreciation)	<u>\$ 52,043,574</u>	<u>\$ 2,022,286</u>	<u>\$ (9,001)</u>	<u>\$ 54,056,859</u>

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

General Government	\$ 1,467,019
Public safety	770,230
Physical environment	11,235
Transportation	1,472,127
Economic environment	37,751
Human services	286,864
Culture and recreation	104,262
Court related	<u>9,333</u>
Total depreciation expense – governmental activities	<u>\$ 4,158,821</u>

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 6 - CAPITAL ASSETS (continued)

	<u>September 30, 2016</u>	<u>Increases</u>	<u>Decreases</u>	<u>September 30, 2017</u>
Business-Type Activities:				
Capital assets not being depreciated:				
Land	\$ 737	\$ —	\$ —	\$ 737
Total capital assets, not being depreciated	<u>737</u>	<u>—</u>	<u>—</u>	<u>737</u>
Capital assets being depreciated:				
Buildings and utility systems	<u>841,378</u>	<u>—</u>	<u>—</u>	<u>841,378</u>
Total capital assets being depreciated	<u>841,378</u>	<u>—</u>	<u>—</u>	<u>841,378</u>
Less accumulated depreciation	<u>(584,844)</u>	<u>(21,036)</u>	<u>—</u>	<u>(605,880)</u>
Total capital assets being depreciated, net	<u>256,534</u>	<u>(21,036)</u>	<u>—</u>	<u>235,498</u>
Total business-type activities', capital assets, (net of accumulated depreciation)	<u>\$ 257,271</u>	<u>\$ (21,036)</u>	<u>\$ —</u>	<u>\$ 236,235</u>

Depreciation expense for the water fund for the year ended September 30, 2017 was \$21,036.

NOTE 7 - LONG - TERM DEBT

Long-term debt of the County at September 30, 2017, is as follows:

	<u>Balance September 30, 2016</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance September 30, 2017</u>	<u>Due Within One Year</u>
Bonds Payable					
Board of County Commissioners					
Gas Tax Revenue Bonds					
Series 2015A Capital Improvement for Infrastructure	\$ 13,210,000	\$ —	\$ (560,000)	\$12,650,000	\$ 575,000
Gas Tax Revenue Bonds					
Series 2015B Refunding Bonds Series 2006	3,175,000	—	—	3,175,000	165,000
Gulf County CBA Non-Ad Valorem Revenue Bonds Series 2016	—	4,000,000	—	4,000,000	375,000
Gulf County MSTU Limited Ad Valorem Tax Bonds Series 2016	<u>—</u>	<u>3,440,000</u>	<u>—</u>	<u>3,440,000</u>	<u>315,000</u>
Total governmental activities bonds payable	<u>\$ 16,385,000</u>	<u>\$7,440,000</u>	<u>\$ (560,000)</u>	<u>\$23,265,000</u>	<u>\$ 1,430,000</u>

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 7 - LONG - TERM DEBT (continued)

	<u>Balance September 30, 2016</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance September 30, 2017</u>	<u>Due Within One Year</u>
Long-term landfill closure and postclosure liability (note 12)	\$ 1,833,097	\$ —	\$ (305,003)	\$ 1,528,094	\$ —
Other postemployment benefits	379,000	27,000	—	406,000	—
Liability for compensated absences	<u>1,640,141</u>	<u>312,342</u>	<u>(219,550)</u>	<u>1,732,933</u>	<u>433,233</u>
Total governmental activities bonds, notes, payable and other long-term debt	<u>\$ 20,237,238</u>	<u>\$ 7,779,342</u>	<u>\$ (1,084,553)</u>	<u>\$ 26,932,027</u>	<u>\$ 1,863,233</u>

	Series 2015A & B Capital Improvement & Refunding Bonds	
<u>Year Ending September 30, 2017</u>	<u>Principal</u>	<u>Interest</u>
2018	\$ 740,000	\$ 584,556
2019	760,000	559,906
2020	785,000	530,681
2021	820,000	500,331
2022-2026	4,600,000	1,993,281
2027-2031	5,475,000	1,098,178
2032-2035	<u>2,645,000</u>	<u>198,900</u>
Total	<u>\$ 15,825,000</u>	<u>\$ 5,465,833</u>

	MSTU Beach Renourishment	
<u>Year Ending September 30, 2017</u>	<u>Principal</u>	<u>Interest</u>
2018	\$ 315,000	\$ 5,775
2019	320,000	5,887
2020	330,000	6,050
2021	335,000	6,909
2022-2026	<u>1,825,000</u>	<u>50,188</u>
Total	<u>\$ 3,125,000</u>	<u>\$ 74,809</u>

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 7 - LONG - TERM DEBT (continued)

<u>Year Ending</u> <u>September 30, 2017</u>	<u>Gulf Non Ad Valorem</u> <u>Revenue Bonds Series 2016</u>	
	<u>Principal</u>	<u>Interest</u>
11/01/2018	\$ 380,000	\$ 4,180
11/01/2019	385,000	4,764
11/01/2020	390,000	5,363
11/01/2021	395,000	5,974
11/01/2022	400,000	6,600
11/01/2023	405,000	7,054
11/01/2024	415,000	7,608
11/01/2025	425,000	8,181
11/01/2026	430,000	8,672
Total	<u>\$ 3,625,000</u>	<u>\$ 58,396</u>

On June 30, 2015 the County issued \$13,210,000 Gas Tax Revenue Bonds, Series 2015A and \$3,175,000 Taxable Gas Tax Revenue Refunding Bonds, Series 2015B for a total of \$16,385,000. These bonds are special obligations of the County and are solely payable from and secured by a prior lien upon and pledge of Constitutional Gas Tax, the County Gas Tax and the Local Option Gas Tax. The purpose of the Series 2015 bonds is to provide sufficient funds to (i) acquire and construct certain roads within the County, (ii) refund the County's Tax Revenue Refunding Bonds Series 2006, (iii) provide a Reserve Account for the repayment of the bonds and (iv) pay certain costs associated with the issuance of the Series (2015). The Series 2016 Bonds have interest rates from 2.00% to 5.00%.

The County issued two new bonds during the fiscal year 16-17. The County issued \$3,440,000 in Limited Ad Valorem Tax Bonds, Series 2016. The bonds are a limited obligation of the County, the principal and interest on the bonds are payable from and secured by a pledge of the ad valorem taxing power of the County within its three Cape San Blas Municipal Taxing Units, named Bayside, Gulfside Beachfront and Gulfside Interior. At the time of issuance the County estimated that, based on the 2016 tax rolls, the initial levy necessary to comply with the requirements of the bonds, will be 1.1052 mills in the Bayside, 1.3139 mills in the Gulf Beachfront, and 1.1549 mills in the Gulfside Interior. The County additionally issued \$4,000,000 non-ad valorem Revenue Bonds, Series 2016. The principal and interest payments of these bonds will be paid from the general non-committed and non-restricted revenues of the County. The County has signed a Resolution to appropriate in its annual budget to pay all debt obligations for the Bond issuance. Proceeds from the sale of the Bonds will be applied for the renourishment and reconstruction of the beach front at Cape Sam Blas in Gulf County.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 8 - EMPLOYEE BENEFITS

A. Florida Retirement System

Plan Description – The County contributes to the Florida Retirement System (the FRS), a cost-sharing multiple-employer defined benefit pension plan administered by the State of Florida, Department of Administration, Division of Retirement. The FRS provides retirement, disability or death benefits to retirees or their designated beneficiaries along with an annual cost-of-living adjustment. Employees are classified in either the regular service class or the senior management service class. Currently, the active participants for Gulf County are 173 out of total of 514,629 active FRS participants.

The Florida Legislature created the Florida Retirement Investment Plan (the “investment Plan”), a defined contribution plan qualified under Section 401 (a) of the Internal Revenue Code. The Investment Plan is administered by the Department of Management Services and is an alternative available to members of the Florida Retirement System in lieu of participation in the defined benefit retirement plan (“the Pension Plan”). If the Investment Plan is elected, active membership in the Pension Plan is terminated. Eligible members of the Investment Plan are vested at one year of service and receive a contribution in an investment product with a third party administrator selected by the State Board of Administration.

Chapter 121, *Florida Statutes*, establishes the authority for benefit provisions and contribution requirements. Changes to the law can only occur through an act of the Florida Legislature. There are uniform contribution rates as discussed on the following page that cover both the defined benefit and defined contribution plans. Information for the required employer contributions made to the Investment Plan were unavailable from FRS.

Additional Financial and Actuarial Information – Additional audited financial information supporting the Schedules of Employer Allocations and the Schedule of Pension Amounts by Employer is located in the Florida Comprehensive Annual Financial Report (CAFR) and in the Florida Retirement System Pension Plan, and Other State-Administered Systems CAFR.

See <http://www.myfloridacfo.com/Division/AA/Reports/default.htm> for an available copy of the Florida CAFR online.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 8 - EMPLOYEE BENEFITS (continued)

The FRS CAFR and actuarial valuation reports as of July 1, 2016 are available online at http://www.dms.myflorida.com/workforce_operations/retirement/publications/annual_reports.

Reports may also be obtained by contacting the Division of Retirement at:

Department of Management Services
Division of Retirement
Bureau of Research and Member Communications
P O Box 9000
Tallahassee, Florida 32315-9000
850-488-4706 or toll free at 877-377-1737

Funding Policy – Prior to July 1, 2011, the FRS was employee noncontributory. Beginning July 1, 2011, employees who are not participating in the Deferred Retirement Option Plan (DROP) are required to contribute 3% of their salary to the FRS. The County is required to contribute at an actuarially-determined rate.

The FRS relies upon contributions from employees and employers, along with investment income, to meet the funding requirements of an actuarially determined accrued liability. As of July 1, 2016, the date of the latest valuation, the FRS funded ratio was 85.4% on the valuation funding basis and 83.2% on a Market Value of Assets basis.

The County also participates in the Retiree Health Insurance Subsidy (HIS) Program, a cost sharing, multiple-employer defined benefit pension plan established under Section 112.363, *Florida Statutes*. The benefit is a monthly cash payment to assist retirees of state-administered retirement systems in paying their health insurance costs.

In addition to the above benefits, the FRS administers a Deferred Retirement Option Program (“DROP”). This program allows eligible employees to defer receipt of monthly retirement benefit payments while continuing employment with a Florida Retirement System employer for a period not to exceed 60 months after electing to participate. DROP benefits are held in the FRS Trust Fund and accrue interest.

The HIS Program is funded by required contributions from FRS participating employers as set by the State Legislature. Employer contributions are a percentage of gross compensation for all active FRS employees and are reported by employers with monthly payroll reports and included with the amount submitted for retirement contributions. For the fiscal year ended September 30, 2017, the contribution rate was 1.66% of payroll pursuant to Section 112.363, *Florida Statutes*.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 8 - EMPLOYEE BENEFITS (continued)

The contributions required for the years ended September 30, 2017, 2016, and 2015 were \$1,389,052, \$1,219,013, and \$1,147,125, respectively, which is equal to 100% of the required contribution for each year.

The rates for 2017 fiscal year was as follows:

	FRS	HIS
Regular Class	7.92%	1.66%
Special Risk Class	28.27%	1.66%
Senior Management Service Class	22.71%	1.66%
Elected Officials	39.64%	1.66%
DROP	13.26%	1.66%

Net Pension Liability – At September 30, 2017, the County reported for its share of the FRS and HIS plans the amount for the net pension liability as shown below:

	<u>FRS</u>	<u>HIS</u>	<u>Total</u>
June 30, 2017	\$11,076,562	\$2,559,554	\$13,636,116
June 30, 2016	\$10,185,460	\$2,946,630	\$13,132,090

The net pension liability for each plan was determined by the plans' actuary and reported in the plans' valuations dated July 1, 2017 and July 1, 2016 for the net pension liability as of June 30, 2017 and 2016, respectively.

At September 30, 2017, the County reported for its proportionate share of the employer portion for the FRS and HIS net pension liability the percentages below:

	<u>FRS</u>	<u>HIS</u>
June 30, 2017	0.037446967%	0.025283010%
June 30, 2016	0.040338331%	0.025283010%
Increase in Share for 2017	(0.002891364)%	(0.001345083)%

The County's proportionate share of the net pension liability was based on the County's 2016-2017 fiscal year contributions relative to the 2015-2016 fiscal year contributions of all participating members of FRS.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 8 - EMPLOYEE BENEFITS (continued)

Actuarial Assumptions

The total pension liability for each of the defined benefit plans, measured as of June 30, 2017, was determined by an actuarial valuation dated July 1, 2017, using the individual entry age normal actuarial cost method and the following significant actuarial assumptions:

	FRS	HIS
Inflation	2.60%	2.60%
Salary increases	3.25%	3.25%
Investment rate of return	7.10%	N/A
Discount rate	7.10%	2.85%

Mortality assumptions for both plans were based on the Generational RP-2000 with Projection Scale BB.

For both plans, the actuarial assumptions used in the valuation dated July 1, 2017 were based on the results of an actuarial experience study for the period July 1, 2008, through June 30, 2013.

The following changes in key actuarial assumptions occurred in 2017:

FRS: The long-term expected rate of return was decreased from 7.65% to 7.1%, and the active member mortality assumption was updated.

HIS: The municipal rate used to determine total pension liability was increased from 2.85% to 3.58%.

The long-term expected investment rate of return was not based on historical returns, but instead was based on a forward-looking capital market economic model. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. For the FRS Pension Plan, the table below summarizes the target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class.

<u>Asset Class</u>	<u>Target Allocation (1)</u>	<u>Annual Arithmetic Return</u>	<u>Compound Annual (Geometric) Return</u>
Cash	1.00%	3.0%	3.0%
Fixed Income	18.00%	4.5%	4.4%
Global Equity	53.00%	7.8%	6.6%
Real Estate (Property)	10.00%	6.6%	5.9%
Private Equity	6.00%	11.5%	7.8%
Strategic Investments	12.00%	6.1%	5.6%
Total	<u>100.00%</u>		

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 8 - EMPLOYEE BENEFITS (continued)

Discount Rate

The discount rate used to measure the total pension liability for the FRS Pension Plan was 7.1%. FRS fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.

Because the HIS Program is essentially funded on a pay-as-you-go basis, a municipal bond rate of 3.58% was used to determine the total pension liability for the program. The Bond Buyer General Obligation Bond 20-Bond Municipal Bond Index was used as the applicable municipal bond index.

Sensitivity Analysis – the tables below represent the sensitivity of the net pension liability to changes in the discount rate for Gulf County. The sensitivity analysis shows the impact to the collective net pension liability of the participating employers if the discount rate shows as 1.00% higher or 1.00% lower than the current discounted rate at June 30, 2017.

FRS Net Pension Liability		
1% Decrease	Current Discount Rate	1% Increase
6.1%	7.1%	8.1%
<u>\$20,047,901</u>	<u>\$11,076,562</u>	<u>\$ 3,628,289</u>
HIS Net Pension Liability		
1% Decrease	Current Discount Rate	1% Increase
2.58%	3.58%	4.58%
<u>\$ 2,920,790</u>	<u>\$ 2,559,554</u>	<u>\$ 2,258,664</u>

Pension Expense and Deferred Outflows (Inflows) of Resources – In accordance with GASB 68, paragraph 71, changes in the net pension liability are recognized as pension expense in the current measurement period with the following exceptions shown below. For each of the following, a portion is recognized in pension expense in the current measurement period, and the balance is amortized as deferred outflows or inflows of resources using rational method over a time period, as defined below:

- Differences between expected and actual experience with regard to economic and demographic factors which are amortized over the average expected remaining service life of all employees that are provided with pensions through the pension plan, both active and inactive.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 8 - EMPLOYEE BENEFITS (continued)

- Changes of Assumptions or other inputs which are amortized over the average expected remaining service life of all employees that are provided with pensions through the pension plan, both active and inactive.
- Differences between expected and actual earnings on pension plan investments are amortized over five years.

The average expected remaining service life of all employees provided with pensions through the pension plans at June 30, 2017 was 6.4 years for FRS and 7.2 for HIS. The components of collective pension expense reported in the pension allocation schedules for the year ended June 30, 2017 are presented for each plan.

Florida Retirement System

The Components of the collective pension expense reported in the pension allocation schedules by the Florida Retirement System for the year ended June 30, 2017 are presented below and are used to calculate Gulf County's share of the pension plan for 2017 which is 0.037446967%.

For the fiscal year ended September 30, 2017, the County recognized pension expense of \$1,844,871 for the FRS plan. In addition the County reported deferred outflows of resources and deferred inflows of resources relate to pensions from the following sources:

Description	Deferred Outflows of Resources for the FRS Plan	Deferred Inflows of Resources for the FRS Plan
Differences between expected and actual experience	\$ 1,016,562	\$ (61,358)
Change of assumptions	3,722,507	—
Net difference between projected and actual earnings on FRS Plan investments	—	(274,505)
Changes in proportion and differences between County FRS Plan contributions and proportionate share of contributions	853,463	(573,248)
County FRS Plan contributions subsequent to the measurement date	<u>256,576</u>	<u>—</u>
Total	<u>\$ 5,849,108</u>	<u>\$ (909,111)</u>

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 8 - EMPLOYEE BENEFITS (continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the Pension Plan will be recognized in pension expense as follows:

Reporting Period Ending June 30	FRS Expense
2018	\$ 574,731
2019	1,527,594
2020	1,068,095
2021	218,237
2022	738,124
Thereafter	276,424

Health Insurance Subsidy

The components of the collective pension expense reported in the pension allocation schedules for the Florida Retirement System's Health Insurance Subsidy for the year ended June 30, 2017 are presented below and are used for to calculate Gulf County's share for 2016 which is 0.23937927%.

For the fiscal year ended September 30, 2017, the County recognized pension expense of \$194,683 for the HIS plan. In addition the County reported deferred outflows of resources and deferred in flows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources for the HIS Plan	Deferred Inflows of Resources for the HIS Plan
Differences between expected and actual experience	\$ —	\$ (5,329)
Change of assumptions	359,785	(221,327)
Net difference between projected and actual earnings on HIS Plan investments	1,419	—
Changes in proportion and differences between County HIS Plan contributions and proportionate share of contributions	196,256	(125,358)
County HIS Plan contributions subsequent to the measurement date	<u>30,953</u>	<u>—</u>
Total	<u>\$ 588,413</u>	<u>\$ (352,014)</u>

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 8 - EMPLOYEE BENEFITS (continued)

Other amounts reported by the County as deferred outflows of resources and deferred inflows of resources related to the HIS Plan will be recognized in pension expense as follows:

<u>Reporting Period Ending June 30</u>	<u>FRS Expense</u>
2018	\$ 41,944
2019	35,971
2020	35,860
2021	26,885
2022	10,602
Thereafter	(29,389)

NOTE 9 - OTHER POST EMPLOYMENT BENEFITS (OPEB)

Effective for the 2009-2010 fiscal year, the County has implemented Governmental Accounting Standards Board Statement 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions for retiree health insurance. The requirements of this Statement are being implemented prospectively, with the actuarially accrued liability for benefits \$354,000 at transition, amortized over 15 years. Accordingly, for financial reporting purposes, no liability is reported for the postemployment health care benefits liability at the date of implementation.

Plan Description

The County has established the Retiree's Health Insurance Other Post Employment Benefits Plan, a single employer plan. Pursuant to the provisions of Section 112.0801, Florida Statutes, employees who retire from the County and eligible dependents, may continue to participate in the group insurance plan. Retirees and their eligible dependents shall be offered the same health and hospitalization insurance coverage as is offered to active employees at a premium cost of no more than the premium cost applicable to active employees. The County subsidizes the premium rates paid by the retirees by allowing them to participate in the plan at blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the plan on average than those of active employees. The County currently has approximately 170 total active and retired employees eligible to receive these benefits. No stand alone report is issued for this plan.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 9 - OTHER POST EMPLOYMENT BENEFITS (OPEB) (continued)

Eligibility

A participant is eligible to receive benefits from the plan upon retirement under the Florida Retirement System plan provisions. To be eligible for retiree benefits, the participant must be covered under the medical plan as an active immediately prior to retirement. Participants not eligible for retirement at the time of their termination are not eligible for immediate or future benefits from the plan.

Funding Policy

Although the contribution requirement is established by Statute, the contribution amount required by plan members and the government are established and may be amended by the Gulf County Board of County Commissioners. Currently, members receiving benefits pay the full costs (total premium) for medical coverage.

The contribution rates effective for other eligible County plan members during the year are shown below:

<u>Coverage</u>	
Retiree	\$ 586
Retiree and Spouse	850
Retiree and Child	850
Retiree and Family	1,273

The County has not advance-funded or established a funding methodology for the annual Other Postemployment Benefit (OPEB) costs or the net OPEB obligation. Rather, the funding is based on a pay-as-you-go basis. During the fiscal year, the County provided contributions of \$19,000 toward the annual OPEB cost. A Schedule of Employer Contributions can be found in required supplementary information immediately following the notes.

Annual OPEB Cost and Net OPEB Obligation

The following table shows the County's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the County's net OPEB obligation.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 9 - OTHER POST EMPLOYMENT BENEFITS (OPEB) (continued)

<u>Description</u>	
Normal cost (service cost for one year)	\$ 38,000
Amortization of unfunded actuarial accrued liability	<u>29,000</u>
Annual required contribution	67,000
Interest on net OPEB obligation	15,000
Adjustment to annual required contribution	<u>(33,000)</u>
Annual OPEB cost (expense)	49,000
Contribution toward the OPEB cost	<u>(22,000)</u>
Increase in net OPEB obligation	27,000
Net OPEB obligation, beginning of year	<u>379,000</u>
Net OPEB obligation, end of year	<u>\$ 406,000</u>

The County's estimated annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation as of September 30, 2017 was as follows:

<u>Year ending September 30,</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
2013	\$ 103,325	14.5%	\$ 353,321
2014	27,000	70.0%	361,000
2015	28,000	67.9%	370,000
2016	29,000	69.0%	379,000
2017	49,000	45.0%	406,000

Funding Status and Funding Progress

The funding status and funding progress information can be found in the Schedule of Funding Progress which is presented as required supplementary information immediately following the notes. This schedule presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability of benefits.

Actuarial Methods and Assumptions

The County had an actuarial valuation completed for the fiscal year ended September 30, 2017. Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment and termination, mortality, and the healthcare cost trends. Amounts determined regarding the funded status of the plan and the annual

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 9 - OTHER POST EMPLOYMENT BENEFITS (OPEB) (continued)

required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. Projections of benefits for financial reporting purposes are based on the substantive plan provisions, as understood by the employer and participating members, in effect at the valuation date and include the type of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and participating members. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarially determined accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The initial OPEB actuarial valuation method used for the County was the unit credit actuarial cost method. This method is used to estimate the actuarial liabilities and costs. This method was selected because it produced the best estimate of the OPEB liability and annual cost for the County employees. The actuarial assumptions include a 4% rate of return on investments for the County. The actuarial assumptions also include an annual healthcare cost trend rate. For the County, this rate for the 2015-16 fiscal year is 7.0%. It fluctuates in the first six years reaching a future year's rate of 5.0%. The unfunded actuarial accrued liability is being amortized with a level dollar method. The remaining open amortization period at September 30, 2017 is 12 years.

NOTE 10 - RISK MANAGEMENT

The County is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors or omissions; injuries to employees and/or the public; or damage to property of others. The County purchases commercial insurance to cover their risk of losses. The County determined that it was not economically justifiable to carry comprehensive coverage on certain vehicles and equipment after approximately five years of ownership. The County carries liability insurance on the aforementioned vehicles and equipment. Insurance against losses are provided for the following types of risk:

- Workers' compensation and employer's liability
- General and automobile liability
- Real and personal property damage
- Public officials' liability
- Accidental death and dismemberment

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 10 - RISK MANAGEMENT (continued)

The County's coverage for workers' compensation is under a retrospectively rated policy. Premiums are accrued based on the ultimate cost to-date of the County's experience for this type of risk.

The Sheriff participates in the Florida Sheriff's Self-Insurance Fund Program, administered by the Florida Sheriff's Association. The program is considered a public entity risk pool which purchases insurance policies on behalf of its members. The pool's members are not obligated for risk associated with such coverage. Coverage under this program includes general liability, public officials' liability and public employees' blanket bond.

The funding agreements provide that the self-insurance fund will be self-sustaining through member premiums and that the Sheriff's liability fund will reinsure through commercial companies. Aggregate coverage provided by the liability fund is \$10,000,000 for professional liability and \$10,000,000 for public officials' coverage.

The Gulf County Sheriff determined that it was not economically justifiable to carry comprehensive coverage on all vehicles but the Gulf County Sheriff carries liability insurance on the aforementioned vehicles. The Gulf County Sheriff currently covers all claim settlements and judgments out of available operating resources.

NOTE 11 - AMBULANCE SERVICES

The County has financial responsibility for providing ambulance services throughout the County. Ambulance accounts receivable, and revenues and expenditures are included in the general fund of the accompanying financial statement. Accounts receivable for the ambulance service for the year ended September 30, 2017 was \$278,773 which is net of \$1,224,672 allowance for uncollectible accounts.

NOTE 12 - LANDFILL CLOSURE AND POSTCLOSURE CARE COSTS

State and federal laws and regulations require the County place a final cover on its landfill sites when it ceases accepting waste, and perform certain maintenance and monitoring functions at the site for thirty years after closure. Currently, the County monitors two closed landfills and operates a Class III landfill and a construction debris landfill. Receipt of debris at the construction debris landfill has been indefinitely suspended and the County expects to officially close the landfill.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 12 - LANDFILL CLOSURE AND POSTCLOSURE CARE COSTS (continued)

Although closure and postclosure care costs will be paid only near or after the date that the landfill stops accepting waste, the Board reports a portion of these costs as an operating expense in each period based on landfill capacity used as of each balance sheet date. The \$1,833,097 reported as landfill closure and postclosure care liability at September 30, 2017, represents the cumulative amount reported to date based on the use of 100% of the estimated capacity of the landfill cells placed in use. Actual costs may differ due to inflation, changes in technology, or changes in regulations.

The Board is required by state and federal laws to make annual contributions to an escrow account to finance a minimum of all closure costs. At September 30, 2017, the Board held deposits with a fair value of \$253,720 for these purposes that are reported as restricted assets on the balance sheet. This amount includes \$253,720 that is restricted for closing Five Points Landfill. The Board expects that future inflation costs will be paid from interest earnings on these annual contributions. However, if interest earnings are inadequate or additional postclosure care costs are determined to be required, these costs may need to be covered by charges to future landfill users or from future tax revenue.

NOTE 13 - LEGAL PROCEEDINGS

The County is defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, it is the opinion of the County's legal counsel that the ultimate resolution of these matters will not have a material adverse effect on the financial condition of the County.

NOTE 14 – NOTES RECEIVABLE

In July 2011 the County sold real estate to the Gulf Rifle and Pistol Club Inc. The County received a promissory note in the amount of \$30,000 to be repaid over a ten year period. Payment is due annually with principal of \$3,000 and zero interest. The first payment is due August 2012 with the last payment due August 2021. The mortgage is secured by the real estate transferred in the sale.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 14 – NOTES RECEIVABLE (continued)

In May 2011 the County entered into a second mortgage agreement with the Port St. Joe Port Authority whereby the County made a loan in the amount of \$199,000 which is secured by real estate. In 2014 the County refinanced the debt advancing another \$60,000 plus accrued interest and loan costs to the Authority, securing the debt with a mortgage on real estate. The loan is to be repaid over a ten year period and has an annual interest rate of 3%. No payments will be made for the first two years. Thereafter a sum of \$10,000 per year will be paid on the outstanding balance with the first payment due on August 21, 2017. The note will balloon on July 21, 2024 at which time all accrued interest and remaining balance will be due.

At September 30, 2017, notes receivable consisted of the following

	<u>Balance</u> <u>September 30,</u> <u>2016</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>September 30,</u> <u>2017</u>
Gulf Rifle Note	\$ 15,000	\$ —	\$ (3,000)	\$ 12,000
Port Authority	<u>319,000</u>	<u>—</u>	<u>—</u>	<u>319,000</u>
	<u>\$ 334,000</u>	<u>\$ —</u>	<u>\$ (3,000)</u>	<u>\$ 331,000</u>

NOTE 15 - GRANTS

The County participates in several state and federal grant programs. These programs are subject to program compliance audits by grantors or their representatives. The audits of these programs for, or including, the year ended September 30, 2017, have not yet been accepted/approved by the grantors. Accordingly, the final determination of the County's compliance with applicable grant requirements will be established at a future date. The amount, if any, of expenditures which may be disallowed by granting agencies cannot be determined, although the County expects such amounts, if any, to be immaterial.

NOTE 16 - NET POSITION/FUND BALANCE CLASSIFICATION

Net position represents the difference between total assets and liabilities and are categorized as follows:

Net investment in capital assets: Total capital assets, net of debt issued in the acquisition of these assets and net of depreciation is reported separately in the net position section.

Restricted for growth related capital expansion: Impact fee and system development charges restricted for growth related capital expansion.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 16 - NET POSITION/FUND BALANCE CLASSIFICATION (continued)

Restricted for transportation projects: Gas taxes and other revenues restricted for transportation improvements.

Restricted for tourist development: Tourist development tax proceeds are restricted for tourist related activities.

Restricted for Conservation: Various impact and other fees restricted to conservation projects and expenses.

Restricted for Public Safety: Grants and fees restricted for use in various areas of public safety.

Restricted for Court functions: Balances are restricted for use in the County Court System.

Restricted for debt service: Balances are restricted in conjunction with the issuance of bonds and have been funded by operating transfers from the appropriate funds. The use of monies in the sinking fund is restricted to the payment of principal and interest on long-term debt.

Restricted for Public Health: Restricted for use to Hospital and EMS function.

Unrestricted: Balances are not restricted for specific purposes.

Governmental funds report fund balances as either spendable or non-spendable. Spendable fund balances are further classified as restricted, committed, assigned or unassigned depending upon the extent to which there are external or internal constraints on the spending of these fund balances.

Non-spendable fund balance: Amounts that are not in spendable form or that are legally or contractually required to be maintained intact. Items that are not spendable also include inventories, prepaid amounts and long term portions of loans and notes receivable, as well as property held for resale.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 16 - NET POSITION/FUND BALANCE CLASSIFICATION (continued)

Spendable fund balance:

Restricted fund balance – Amounts that can be spent only for specific purposes through restrictions placed upon them by external resource providers such as creditors, grantors or contributors; or imposed by law through constitutional provisions or enabling legislation.

Committed fund balance – Amounts that can be spent only for specific purposes determined by the County's highest decision making authority, the Board of County Commissioners. Commitments may be modified or removed only by the Board of County Commissioners through the same formal action that created the original commitment.

Assigned fund balance – Amounts that are intended to be spent for specific purposes as determined by the Board of County Commissioners, but that are neither restricted nor committed to the specific purpose.

Unassigned fund balance – Unassigned fund balance is the residual classification for the County's general fund. Amounts in this classification are spendable but have not been deemed restricted, committed or assigned. Unassigned fund balance may also include negative balances for any governmental fund whose expenditures have exceeded the amounts restricted, committed or assigned for those specific purposes.

When both restricted and unrestricted amounts are available the County spends the restricted amounts first, unless prohibited by law, grant agreements or other contractual arrangement. Further, when committed fund balance is available the County will use it first, followed by assigned fund balance and then unassigned fund balance for purposes in which any of the unrestricted fund balance classifications could be used.

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 16 - NET POSITION/FUND BALANCE CLASSIFICATION (continued)

A detailed schedule of fund balances at September 30, 2017 is as follows:

	<u>General Fund</u>	<u>SHIP</u>	<u>Beach Renewal</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Nonspendable:					
Prepays/deposits	\$ 29,246	\$ —	\$ —	\$ 2,435	\$ 31,681
Total nonspendable fund balance	<u>29,246</u>	<u>—</u>	<u>—</u>	<u>2,435</u>	<u>31,681</u>
Restricted for:					
Public Safety	19,949	—	—	1,391,879	1,411,828
Physical Environment	253,720	—	—	4,643,912	4,897,632
Transportation	—	—	—	479,744	479,744
Economic Environment	—	—	—	1,338,584	1,338,584
Human Services	44,693	—	—	2,202,070	2,246,763
Culture and Recreation	92,996	—	—	615,956	708,952
Court Related	25,161	—	—	369,063	394,224
Capital Outlay	70,903	—	—	187,319	258,222
Debt Service	—	—	6,785,258	—	6,785,258
Other purposes	<u>3,757</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>3,757</u>
Total restricted fund balance	<u>511,179</u>	<u>—</u>	<u>6,785,258</u>	<u>11,228,527</u>	<u>18,524,964</u>
Committed for:					
Public Safety	20,600	—	—	298,612	319,212
Conservation	111,262	—	—	—	111,262
Capital Improvement	50,977	—	—	—	50,977
Other Purposes	<u>37,809</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>37,809</u>
Total committed fund balance	<u>220,648</u>	<u>—</u>	<u>—</u>	<u>298,612</u>	<u>519,260</u>
Assigned for:					
Budget appropriation	6,332,432	—	—	—	6,332,432
Public Safety	<u>13,904</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>13,904</u>
Total assigned fund balance	<u>6,346,336</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>6,346,336</u>
Unassigned:	<u>3,903,298</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>3,903,298</u>
Total Fund Balances	<u>\$11,010,707</u>	<u>\$ —</u>	<u>\$ 6,785,258</u>	<u>11,529,574</u>	<u>\$ 29,325,539</u>

GULF COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2017

NOTE 17 – COMMITMENTS

The Gulf County Sheriff has an interlocal agreement with the City of Wewahitchka, whereby personnel from the Sheriff's office provide law enforcement services to the City of Wewahitchka. As consideration therefore, the Sheriff receives payments of \$33,600 annually from the City.

The Gulf County Sheriff entered into a service agreement with the City of Port St. Joe Police Department, whereby the Sheriff provides all dispatching services required within the City of Port St. Joe. The City of Port St. Joe pays the Gulf County Sheriff the sum of \$16,500 per quarter, in consideration for these services.

NOTE 18 - WATER SYSTEM OPERATIONS

The County owns the two remaining water systems, Williamsburg/Methodist Hill and Oak Grove. The City of Wewahitchka operates the Williamsburg/Methodist Hill Water System. Although there is not an active inter-local agreement this water system continues to be operated by the City of Wewahitchka under the terms of the 1993 inter-local agreement which terminated in 1994. The City of Port St. Joe operates the Oak Grove Water System. Neither one of these water systems brings any revenue to the County. The only expense to the County for either of these two water systems is depreciation.

REQUIRED SUPPLEMENTARY INFORMATION

GULF COUNTY, FLORIDA
REQUIRED SUPPLEMENTARY INFORMATION
SEPTEMBER 30, 2017

Schedule of Funding Progress for the Retiree's Health Insurance
Other Post Employment Benefits Plan

Actuarial Valuation Date As of Oct 1,	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded Actuarial (UAAL) (b-a)	Funded Ratio (a/b)	Annual Covered Payroll (c)	UAAL as a Percentage of Covered Payroll (b-a)/c)
2014	\$ —	\$ 303,000	\$ 303,000	0.0%	N/A	N/A
2017	\$ —	\$ 354,000	\$ 354,000	0.0%	6,948,000	5.1%

Schedule of Employer Contributions for the Retiree's Health Insurance
Other Post Employment Benefits Plan

Fiscal Year Ended September 30,	Annual Required Contribution	Percentage Contributed	Annual OPEB Cost	Percentage Contributed
2013	\$ 105,000	14%	\$103,000	15%
2014	\$ 44,000	43%	\$ 27,000	70%
2015	\$ 45,000	42%	\$ 28,000	68%
2016	\$ 46,000	43%	\$ 29,000	69%
2017	\$ 67,000	33%	\$ 49,000	45%

GULF COUNTY, FLORIDA
PROPORTIONATE SHARE OF NET PENSION LIABILITY
Last Ten Years*
SEPTEMBER 30, 2017

Florida Retirement System

	<u>2017</u>	<u>206</u>	<u>2015</u>
Gulf County, Florida's proportion of the net pension liability	0.37446967%	0.040338331%	0.037324372%
Gulf County, Florida's proportionate share of the net pension liability	\$ 11,076,562	\$ 10,185,460	\$ 4,820,943
Gulf County, Florida's covered-employee payroll	\$ 7,726,462	\$ 8,251,636	\$ 7,169,067
Gulf County, Florida's proportionate share of the net pension liability as a percentage of its covered-employee payroll	143.36%	123.44%	67.25%
Plan fiduciary net position as a percentage of the total pension liability	83.89%	84.94%	92.00%

Health Insurance Subsidy Programs

	<u>2017</u>	<u>2015</u>	<u>2015</u>
Gulf County, Florida's proportion of the net pension liability	0.023937927%	0.25283010%	0.023177466%
Gulf County, Florida's proportionate share of the net pension liability	\$ 2,559,554	\$ 2,946,630	\$ 2,363,737
Gulf County, Florida's covered-employee payroll	\$ 7,726,462	\$ 8,251,636	\$ 7,169,067
Gulf County, Florida's proportionate share of the net pension liability as a percentage of its covered-employee payroll	33.13%	35.71%	32.97%
Plan fiduciary net position as a percentage of the total pension liability	1.64%	0.97%	0.50%

Notes to schedules:

*The amounts presented for each fiscal year were determined as of the measurement date, which was June 30th of the current fiscal year

*GASB Statement No. 68 was implemented in 2015. Until a full 10-year trend is compiled, information for those years for which it is available will be presented.

**Covered employee payroll includes defined benefit plan actives, investment plan members, and members in DROP for the measurement period ending June 30, 2017.

GULF COUNTY, FLORIDA
SCHEDULE OF CONTRIBUTIONS
Last Ten Fiscal Years*
SEPTEMBER 30, 2017

Florida Retirement System

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 1,231,413	\$ 1,216,635	\$ 1,147,124
Contributions in relation to the contractually required contribution	<u>(1,231,413)</u>	<u>(1,216,635)</u>	<u>(1,147,124)</u>
Contribution deficiency (excess)	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>
Gulf County, Florida's covered-employee payroll	\$ 7,726,462	\$ 8,251,636	\$ 7,169,067
Contribution as a percentage of covered-employee payroll	15.94%	14.74%	16.00%

Health Insurance Subsidy Programs

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 157,639	\$ 159,109	\$ 119,837
Contributions in relation to the contractually required contribution	<u>(157,639)</u>	<u>(159,109)</u>	<u>(119,837)</u>
Contribution deficiency (excess)	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>
Gulf County, Florida's covered-employee payroll	\$ 7,726,462	\$ 8,251,636	\$ 7,169,067
Contribution as a percentage of covered-employee payroll	2.04%	1.93%	1.67%

Notes to schedules:

*Covered employee payroll includes defined benefit plan actives, investment plan members, and members in DROP for the fiscal year ended September 30, 2017.

*The amounts presented for each fiscal year were determined as of 6/30 except for the covered payroll determined as of 9/30. The schedule is intended to show information for 10 years. Additional years will be displayed as the information becomes available.

COMBINING FINANCIAL STATEMENTS

Nonmajor Governmental Funds

Special Revenue Funds

SECONDARY ROAD AND BRIDGE – To account for fuel taxes, not obligated for debt repayment, and certain expenditures for road and bridge construction and maintenance.

FINES AND FORFEITURES – To account for fines earmarked for law enforcement and corrections.

TOURIST DEVELOPMENT TRUST – To account for a 4% local option tourist development tax levied for tourist promotion and beach and shoreline maintenance.

SHERIFF – To account for funds received associated with the public safety impact for the Gulf County Community.

CLERK MODERNIZATION TRUST – To account for the statutory surcharge on recording documents paid to the Clerk of the Circuit Court for the modernization of the Clerk's official records management system and for funding court-related technology needs of the Clerk.

ADMINISTRATIVE ORDER 86-12 – To account for additional court costs of traffic infractions used for administering traffic violations.

HUD CDBG – The Community Development Block Grant program provides resources to aid in affordable housing and create jobs through the expansion and retention of businesses.

FIRE CONTROL DISTRICTS – To account for property taxes levied within the following dependent special districts for fire prevention and control:

Howard Creek
Tupelo

St. Joe
Overstreet

DISASTER CONTINGENCY – To account for cash committed to pay overtime during disasters.

HOSPITAL – To account for local option discretionary sales surtax levied and expenditures that help fund operations at the local hospital.

WIRELESS 911 – To account for grants awarded from the State of Florida E911 Board for enhancement of the E911 system.

E911 – To account for fees levied on each communications service subscriber for funding certain costs of the County associated with the E911 system.

Nonmajor Governmental Funds

Special Revenue Funds (continued)

MOSQUITO CONTROL – To account for the receipt and expenditure of state grant funds used for mosquito control.

BEACH RENOVATION – To account for activity relating to the Cape San Blas beach re-nourishment and reconstruction project funded with bond proceeds.

EMERGENCY MEDICAL SERVICES – To account for the receipt and expenditure of grants awarded by the Florida Department of Health. The funds must be used to improve and expand emergency medical services.

INDUSTRIAL PARK EDA – To account for the receipt and expenditure of Economic Development Administration Funds. The funds are to be used to develop working programs that benefit the economy of the County.

STATE HOUSING INITIATIVE PARTNERSHIP – To account for activity relating to the programs revenues and expenses.

COMMUNITY DEVELOPMENT BLOCK GRANT – To account for community development grant activity.

BP RESTORATION ACT – To account for the receipt and expenditure of BP Restoration Act Activity.

CAPITAL PROJECTS – To account for the expenditures related to capital projects.

**GULF COUNTY, FLORIDA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
SEPTEMBER 30, 2017**

	Special Revenue					
	Fines and Forfeitures	Secondary Road and Bridge	Mosquito Control	St. Joe Fire Control	Tupelo Fire Control	Overstreet Fire Control
Assets						
Cash and cash equivalents	\$ 440,861	\$ 479,744	\$ 100,098	\$ 636,646	\$ 147,697	\$ 41,670
Due from other funds	1,400	—	—	—	—	—
Due from other governments	—	—	—	—	—	—
Prepaid expense	—	—	—	—	—	—
Accounts receivable (net)	—	—	—	—	—	—
Notes receivable	—	—	—	—	—	—
Total assets	<u>442,261</u>	<u>479,744</u>	<u>100,098</u>	<u>636,646</u>	<u>147,697</u>	<u>41,670</u>
Liabilities Deferred Inflows and fund balances						
Liabilities						
Vouchers payable	6,080	—	—	19,557	2,827	218
Due to other funds	—	—	—	—	—	—
Due to other governments	—	—	—	—	—	—
Total liabilities	<u>6,080</u>	<u>—</u>	<u>—</u>	<u>19,557</u>	<u>2,827</u>	<u>218</u>
Deferred inflows	—	—	—	—	—	—
Total deferred inflows	—	—	—	—	—	—
Fund balances						
Nonspendable	—	—	—	—	—	—
Restricted	436,181	479,744	100,098	617,089	144,870	41,452
Committed	—	—	—	—	—	—
Total fund balances	<u>436,181</u>	<u>479,744</u>	<u>100,098</u>	<u>617,089</u>	<u>144,870</u>	<u>41,452</u>
Total Liabilities, Deferred Revenue and Fund Balances	<u>\$ 442,261</u>	<u>\$ 479,744</u>	<u>\$ 100,098</u>	<u>\$ 636,646</u>	<u>\$ 147,697</u>	<u>\$ 41,670</u>

(Continued)

GULF COUNTY, FLORIDA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS (continued)
SEPTEMBER 30, 2017

	Special Revenue					
	Howard Creek Fire Control	EMS Grant	CDBG	CDBG Raffield	Industrial Park EDA	BP Restore Act
Assets						
Cash and cash equivalents	\$ 24,496	\$ 4,362	\$ 57	\$ 10,172	\$ 98,770	\$ 232,530
Due from other funds	—	—	—	—	—	—
Due from other governments	—	—	—	—	—	—
Prepaid expense	—	—	—	—	—	—
Accounts receivable (net)	—	—	—	—	5,031	—
Notes receivable	—	—	—	228,074	129,648	—
Total assets	<u>24,496</u>	<u>4,362</u>	<u>57</u>	<u>238,246</u>	<u>233,449</u>	<u>232,530</u>
Liabilities Deferred Inflows and fund balances						
Liabilities						
Vouchers payable	129	—	—	—	10,061	—
Due to other funds	—	—	—	—	—	—
Due to other governments	—	61	—	—	—	—
Total liabilities	<u>129</u>	<u>61</u>	<u>—</u>	<u>—</u>	<u>10,061</u>	<u>—</u>
Deferred inflows	—	4,301	—	189,000	120,000	—
Total deferred inflows	<u>—</u>	<u>4,301</u>	<u>—</u>	<u>189,000</u>	<u>120,000</u>	<u>—</u>
Fund balances						
Nonspendable	—	—	—	—	—	—
Restricted	24,367	—	57	49,246	103,388	232,530
Committed	—	—	—	—	—	—
Total fund balances	<u>24,367</u>	<u>—</u>	<u>57</u>	<u>49,246</u>	<u>103,388</u>	<u>232,530</u>
Total Liabilities, Deferred Revenues and Fund Balances	<u>\$ 24,496</u>	<u>\$ 4,362</u>	<u>\$ 57</u>	<u>\$ 238,246</u>	<u>\$ 233,449</u>	<u>\$ 232,530</u>

(Continued)

GULF COUNTY, FLORIDA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS (continued)
SEPTEMBER 30, 2017

	Special Revenue				
	<u>Beach Renovation</u>	<u>Hospital Fund</u>	<u>E911 Wireless</u>	<u>E911 Services</u>	<u>Disaster Fund</u>
Assets					
Cash and cash equivalents	\$ —	\$ 1,941,404	\$ —	\$ 233,535	\$ 299,569
Due from other funds	—	—	—	10,052	—
Due from other governments	—	160,568	—	—	—
Prepaid expense	—	—	—	285	—
Accounts receivable (net)	—	—	—	—	—
Notes receivable	—	—	—	—	—
Total assets	<u>—</u>	<u>2,101,972</u>	<u>—</u>	<u>243,872</u>	<u>299,569</u>
Liabilities Deferred Inflows and fund balances					
Liabilities					
Vouchers payable	—	—	—	2,493	—
Due to other funds	—	—	—	—	957
Due to other governments	—	—	—	—	—
Total liabilities	<u>—</u>	<u>—</u>	<u>—</u>	<u>2,493</u>	<u>957</u>
Deferred inflows	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Total deferred inflows	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances					
Nonspendable	—	—	—	285	—
Restricted	—	2,101,972	—	241,094	—
Committed	—	—	—	—	298,612
Total fund balances	<u>—</u>	<u>2,101,972</u>	<u>—</u>	<u>241,379</u>	<u>298,612</u>
Total Liabilities, Deferred Revenues and Fund Balances	<u>\$ —</u>	<u>\$ 2,101,972</u>	<u>\$ —</u>	<u>\$ 243,872</u>	<u>\$ 299,569</u>

(Continued)

GULF COUNTY, FLORIDA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS (continued)
SEPTEMBER 30, 2017

	Special Revenue				
	Tourist Development Fund	Capital Projects	Clerk Modernization Fund	Administrative Order 86-12	State Court Operations
Assets					
Cash and cash equivalents	\$ 1,970,102	\$ 344,899	\$ 301,628	\$ 151,385	\$ 70,419
Due from other funds	151,796	—	3,518	—	15,091
Due from other governments	65,276	—	—	—	8,114
Prepaid expense	2,150	—	—	—	—
Accounts receivable (net)	—	—	—	—	—
Notes receivable	—	—	—	—	—
Total assets	<u>2,189,324</u>	<u>344,899</u>	<u>305,146</u>	<u>151,385</u>	<u>93,624</u>
Liabilities Deferred Inflows and fund balances					
Liabilities					
Vouchers payable	32,263	3,850	13,322	—	16,975
Due to other funds	89,887	—	—	—	—
Due to other governments	—	—	—	—	76,649
Total liabilities	<u>122,150</u>	<u>3,850</u>	<u>13,322</u>	<u>—</u>	<u>93,624</u>
Deferred inflows	—	—	—	—	—
Total deferred inflows	—	—	—	—	—
Fund balances					
Nonspendable	2,150	—	—	—	—
Restricted	2,065,024	341,049	291,824	151,385	—
Committed	—	—	—	—	—
Total fund balances	<u>2,067,174</u>	<u>341,049</u>	<u>291,824</u>	<u>151,385</u>	<u>—</u>
Total Liabilities, Deferred Revenues and Fund Balances	<u>\$ 2,189,324</u>	<u>\$ 344,899</u>	<u>\$ 305,146</u>	<u>\$ 151,385</u>	<u>\$ 93,624</u>

GULF COUNTY, FLORIDA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS (continued)
SEPTEMBER 30, 2017

	<u>Special Revenue</u>		<u>Debt Service Fund</u>			<u>Total Nonmajor Governmental Funds</u>
	<u>Construction Acquisition</u>	<u>General Grants</u>	<u>Public Improvement DS</u>	<u>MSTU DS</u>	<u>Non-Advalorem Operations</u>	
Assets						
Cash and cash equivalents	\$ 1,455,285	\$ (327,384)	\$ 1,158,254	\$ 689,362	\$ 268,965	\$ 10,774,526
Due from other funds	—	—	114,689	—	89,887	386,433
Due from other governments	—	465,554	123,467	—	—	822,979
Prepaid expense	—	—	—	—	—	2,435
Accounts receivable (net)	—	—	—	—	—	5,031
Notes receivable	—	—	—	—	—	357,722
Total assets	<u>1,455,285</u>	<u>138,170</u>	<u>1,396,410</u>	<u>689,362</u>	<u>358,852</u>	<u>12,349,126</u>
Liabilities Deferred Inflows and fund balances						
Liabilities						
Vouchers payable	20,952	138,072	—	—	—	266,799
Due to other funds	—	—	71,800	—	—	162,644
Due to other governments	—	—	—	—	—	76,710
Total liabilities	<u>20,952</u>	<u>138,072</u>	<u>71,800</u>	<u>—</u>	<u>—</u>	<u>506,153</u>
Deferred inflows	<u>—</u>	<u>98</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>313,399</u>
Total deferred inflows	<u>—</u>	<u>98</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>313,399</u>
Fund balances						
Nonspendable	—	—	—	—	—	2,435
Restricted	1,434,333	—	1,324,610	689,362	358,852	11,228,527
Committed	—	—	—	—	—	298,612
Total fund balances	<u>1,434,333</u>	<u>—</u>	<u>1,324,610</u>	<u>689,362</u>	<u>358,852</u>	<u>11,529,574</u>
Total Liabilities, Deferred Revenues and Fund Balances	<u>\$ 1,455,285</u>	<u>\$ 138,170</u>	<u>\$ 1,396,410</u>	<u>\$ 689,362</u>	<u>\$ 358,852</u>	<u>\$ 12,349,126</u>

GULF COUNTY, FLORIDA
COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED SEPTEMBER 30, 2017

			Special Revenue			
	<u>Fines and Forfeitures</u>	<u>Secondary Road and Bridge</u>	<u>Mosquito Control</u>	<u>St. Joe Fire Control</u>	<u>Tupelo Fire Control</u>	<u>Overstreet Fire Control</u>
Revenues						
Taxes	\$ —	\$ 137,585	\$ —	\$ 456,614	\$ 53,247	\$ 25,270
Intergovernmental	—	—	54,540	36,294	3,885	1,572
Charges for services	49,729	—	—	—	—	—
Investment earnings/other	<u>345</u>	<u>—</u>	<u>150</u>	<u>—</u>	<u>—</u>	<u>—</u>
Total revenues	<u>50,074</u>	<u>137,585</u>	<u>54,690</u>	<u>492,908</u>	<u>57,132</u>	<u>26,842</u>
Expenditures						
Current						
General government	—	—	—	—	—	—
Public safety	1,862	—	—	273,706	37,443	5,377
Physical environment	—	—	—	—	—	—
Economic environment	—	—	—	—	—	—
Transportation	—	5,140	—	—	—	—
Court related	13,478	—	—	—	—	—
Human services	—	—	32,765	—	—	—
Culture and recreation	—	—	—	—	—	—
Capital outlay	—	—	7,564	23,254	4,677	—
Debt service	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Total expenditures	<u>15,340</u>	<u>5,140</u>	<u>40,329</u>	<u>296,960</u>	<u>42,120</u>	<u>5,377</u>
Excess (deficiency) of revenues over (under) expenditures	<u>34,734</u>	<u>132,445</u>	<u>14,361</u>	<u>195,948</u>	<u>15,012</u>	<u>21,465</u>
Other financing sources (uses)						
Transfers out	—	(300,000)	—	(38,892)	(5,945)	(2,973)
Transfers in	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Total other financing Sources (uses)	<u>—</u>	<u>(300,000)</u>	<u>—</u>	<u>(38,892)</u>	<u>(5,945)</u>	<u>(2,973)</u>
Net change in fund balances	34,734	(167,555)	14,361	157,056	9,067	18,492
Fund balances - beginning	<u>401,447</u>	<u>647,299</u>	<u>85,737</u>	<u>460,033</u>	<u>135,803</u>	<u>22,960</u>
Fund balances - ending	<u><u>\$ 436,181</u></u>	<u><u>\$ 479,744</u></u>	<u><u>\$ 100,098</u></u>	<u><u>\$ 617,089</u></u>	<u><u>\$ 144,870</u></u>	<u><u>\$ 41,452</u></u>

(Continued)

GULF COUNTY, FLORIDA
COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS (continued)
YEAR ENDED SEPTEMBER 30, 2017

	Special Revenue					
	Howard Creek Fire Control	EMS Grant	CDBG	CDBG Raffield	Industrial Park EDA	BP Restore Act
Revenues						
Taxes	\$ 17,465	\$ —	\$ —	\$ —	\$ —	\$ —
Intergovernmental	1,072	130,685	—	10,000	—	20,879
Charges for services	—	—	—	—	—	1,898
Investment earnings/other	100	3	—	6,609	3,876	—
Total revenues	<u>18,637</u>	<u>130,688</u>	<u>—</u>	<u>16,609</u>	<u>3,876</u>	<u>22,777</u>
Expenditures						
Current						
General government	—	—	—	—	—	24,879
Public safety	24,881	800	—	—	—	—
Physical environment	—	—	—	—	5,031	—
Economic environment	—	—	—	—	—	—
Transportation	—	—	—	—	—	—
Court related	—	—	—	—	—	—
Human service	—	—	—	—	—	—
Culture and recreation	—	—	—	—	—	11,378
Capital outlay	—	130,000	—	—	—	—
Debt service	—	—	—	—	—	—
Total expenditures	<u>24,881</u>	<u>130,800</u>	<u>—</u>	<u>—</u>	<u>5,031</u>	<u>36,257</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(6,244)</u>	<u>(112)</u>	<u>—</u>	<u>16,609</u>	<u>(1,155)</u>	<u>(13,480)</u>
Other financing sources (uses)						
Transfers out	(1,735)	—	—	—	—	(103,550)
Transfers in	—	—	—	—	—	—
Total other financing Sources (uses)	<u>(1,735)</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>(103,550)</u>
Net change in fund balances	<u>(7,979)</u>	<u>(112)</u>	<u>—</u>	<u>16,609</u>	<u>(1,155)</u>	<u>(117,030)</u>
Fund balances - beginning	<u>32,346</u>	<u>112</u>	<u>57</u>	<u>32,637</u>	<u>104,543</u>	<u>349,560</u>
Fund balances - ending	<u>\$ 24,367</u>	<u>\$ —</u>	<u>\$ 57</u>	<u>\$ 49,246</u>	<u>\$ 103,388</u>	<u>\$ 232,530</u>

(Continued)

GULF COUNTY, FLORIDA
COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS (continued)
YEAR ENDED SEPTEMBER 30, 2017

	Special Revenue				
	<u>Beach Renovation</u>	<u>Hospital Fund</u>	<u>E911 Wireless Grant</u>	<u>E911 Services</u>	<u>Disaster Fund</u>
Revenues					
Taxes	\$ —	\$ 943,187	\$ —	\$ —	\$ —
Fines and forfeitures	—	—	—	171,352	—
Charges for services	—	—	—	—	—
Investment earnings/other	—	1,559	—	425	—
Total revenues	—	944,746	—	171,777	—
Expenditures					
Current					
General government	—	—	—	—	10,076
Public safety	—	—	—	147,896	14,900
Physical environment	—	—	—	—	1,302
Economic environment	—	—	—	—	1,346
Transportation	—	—	—	—	108
Court related	—	—	—	—	—
Human services	—	462,086	—	—	954
Culture and recreation	—	—	—	—	—
Capital outlay	—	—	—	70,043	—
Debt service	—	—	—	—	—
Total expenditures	—	462,086	—	217,939	28,686
Excess (deficiency) of revenues over (under) expenditures	—	482,660	—	(46,162)	(28,686)
Other financing sources (uses)					
Transfers out	(103)	—	(603)	—	(957)
Transfers in	—	—	—	603	—
Total other financing Sources (uses)	(103)	—	(603)	603	(957)
Net change in fund balances	(103)	482,660	(603)	(45,559)	(29,643)
Fund balances - beginning	103	1,619,312	603	286,938	328,255
Fund balances - ending	<u>\$ —</u>	<u>\$ 2,101,972</u>	<u>\$ —</u>	<u>\$ 241,379</u>	<u>\$ 298,612</u>

(Continued)

GULF COUNTY, FLORIDA
COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS (continued)
YEAR ENDED SEPTEMBER 30, 2017

	Special Revenue				
	Tourist Development Fund	Capital Projects	Clerk Modernization Fund	Administrative Order 86-12	State Court Operations
Revenues					
Taxes	\$ 2,015,888	\$ —	\$ —	\$ —	\$ —
Intergovernmental	21,174	—	—	—	47,925
Charges for services	37,348	—	42,564	—	151,234
Investment earnings/other	3,116	69,045	9,217	153	89,282
Total revenues	<u>2,077,526</u>	<u>69,045</u>	<u>51,781</u>	<u>153</u>	<u>288,441</u>
Expenditures					
Current					
General government	—	—	—	—	—
Public safety	—	—	—	—	—
Physical environment	307,841	—	—	—	—
Economic environment	1,054,344	—	—	—	—
Transportation	—	—	—	—	—
Court related	—	—	38,112	—	474,947
Human services	—	—	—	—	—
Culture and recreation	184,347	—	—	—	—
Capital outlay	22,773	174,395	—	—	—
Debt service	—	—	—	—	—
Total expenditures	<u>1,569,305</u>	<u>174,395</u>	<u>38,112</u>	<u>—</u>	<u>474,947</u>
Excess (deficiency) of revenues over (under) expenditures	<u>508,221</u>	<u>(105,350)</u>	<u>13,669</u>	<u>153</u>	<u>(186,506)</u>
Other financing sources (uses)					
Transfers out	(389,887)	—	—	—	(36,812)
Transfers in	—	91,325	—	—	223,318
Total other financing Sources (uses)	<u>(389,887)</u>	<u>91,325</u>	<u>—</u>	<u>—</u>	<u>186,506</u>
Net change in fund balances	118,334	(14,025)	13,669	153	—
Fund balances - beginning	<u>1,948,840</u>	<u>355,074</u>	<u>278,155</u>	<u>151,232</u>	<u>—</u>
Fund balances - ending	<u>\$ 2,067,174</u>	<u>\$ 341,049</u>	<u>\$ 291,824</u>	<u>\$ 151,385</u>	<u>\$ —</u>

GULF COUNTY, FLORIDA
COMBINING STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS (continued)
YEAR ENDED SEPTEMBER 30, 2017

	Special Revenue		Debt Service Fund			Total Nonmajor Governmental Funds
	Construction Acquisition	General Grants	Public Improvement DS	MSTU DS	Non-Advalorem Operations	
Revenues						
Taxes	\$ —	\$ —	\$ 1,327,497	\$ 386,949	\$ —	\$ 5,363,702
Intergovernmental	—	1,935,864	—	—	—	2,435,242
Charges for services	—	—	—	—	—	282,773
Investment earnings/other	3,051	—	815	535	69	188,350
Total revenues	3,051	1,935,864	1,328,312	387,484	69	8,270,067
Expenditures						
Current						
General government	—	—	—	—	—	34,955
Public safety	—	163,340	—	—	—	670,205
Physical environment	—	22,352	—	—	—	336,526
Economic environment	—	75,000	—	—	—	1,130,690
Transportation	11,025	—	—	—	—	16,273
Court related	—	—	—	—	—	526,537
Human services	—	—	—	—	—	495,805
Culture and recreation	—	56,506	—	—	—	252,231
Capital outlay	3,076,647	1,618,666	—	—	—	5,128,019
Debt service	—	—	1,166,934	40,038	31,104	1,238,076
Total expenditures	3,087,672	1,935,864	1,166,934	40,038	31,104	9,829,317
Excess (deficiency) of revenues over (under) expenditures	<u>(3,084,621)</u>	<u>—</u>	<u>161,378</u>	<u>347,446</u>	<u>(31,035)</u>	<u>(1,559,250)</u>
Other financing sources (uses)						
Transfers out	—	—	—	—	—	(881,457)
Transfers in	—	—	—	341,916	389,887	1,047,049
Total other financing Sources (uses)	<u>—</u>	<u>—</u>	<u>—</u>	<u>341,916</u>	<u>389,887</u>	<u>165,592</u>
Net change in fund balances	(3,084,621)	—	161,378	689,362	358,852	(1,393,658)
Fund balances - beginning	<u>4,518,954</u>	<u>—</u>	<u>1,163,232</u>	<u>—</u>	<u>—</u>	<u>12,923,232</u>
Fund balances - ending	<u>\$ 1,434,333</u>	<u>\$ —</u>	<u>\$ 1,324,610</u>	<u>\$ 689,362</u>	<u>\$ 358,852</u>	<u>\$ 11,529,574</u>

**GULF COUNTY, FLORIDA
COMBINING BALANCE SHEET
AGENCY FUNDS
SEPTEMBER 30, 2017**

	Agency Funds – Clerk						
	Fee Trust	Article V Trust	Jury & Witness	Registry of Court	Tax Deed Holdings	Child Support	Bond
Assets							
Cash and cash equivalents	\$ 50,743	\$ 140,596	\$ 3,836	\$ 67,876	\$ 160,860	\$ 3,274	\$ 34,900
Due from other funds	243	—	—	—	—	—	—
Accounts receivable/net	10	—	—	—	—	—	—
Total Assets	50,996	140,596	3,836	67,876	160,860	3,274	34,900
Liabilities							
Due to individuals	7,188	107,044	—	67,876	160,860	—	34,900
Due to other funds	11,743	15,378	1,501	—	—	3,247	—
Due to other Governments	29,281	13,369	2,335	—	—	27	—
Due to Board of County Commissioners	2,784	4,805	—	—	—	—	—
Total Liabilities	50,996	140,596	3,836	67,876	160,860	3,274	34,900

**GULF COUNTY, FLORIDA
COMBINING BALANCE SHEET
AGENCY FUNDS
SEPTEMBER 30, 2017**

	Agency Funds Sheriff Individual Depository	Agency Funds Tax Collector Taxes Fund	Agency Funds Tag Agency	Totals
Assets				
Cash and cash equivalents	\$ 560	\$ 182,013	\$ 3,783	\$ 648,441
Due from other funds	—	—	—	243
Accounts receivable/net	<u>5,380</u>	<u>—</u>	<u>—</u>	<u>5,390</u>
Total Assets	<u>5,940</u>	<u>182,013</u>	<u>3,783</u>	<u>654,074</u>
Liabilities				
Due to individuals	560	136	—	378,564
Due to other funds	—	—	—	31,869
Due to other governments	—	176,421	3,783	225,216
Due to Board of County Commissioners	<u>5,380</u>	<u>5,456</u>	<u>—</u>	<u>18,425</u>
Total Liabilities	<u><u>\$ 5,940</u></u>	<u><u>\$ 182,013</u></u>	<u><u>\$ 3,783</u></u>	<u><u>\$ 654,074</u></u>

COMPLIANCE SECTION

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S REPORT ON EXAMINATION OF COMPLIANCE REQUIREMENTS IN ACCORDANCE WITH CHAPTER 10.550, RULES OF THE AUDITOR GENERAL

Honorable Members of the
Board of County Commissioners
Gulf County, Florida

We have examined Gulf County, Florida's (the County) compliance with Section 218.415, Florida Statutes, regarding the investment of public funds and Section 365.172(10) and 365.172(2)(d), Florida Statutes, regarding emergency communications number E911 system fund during the year ended September 30, 2017. Management is responsible for the County's compliance with those requirements. Our responsibility is to express an opinion on the County's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the County's compliance with specified requirements.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on County's compliance with specified requirements.

In our opinion, the County complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2017.

This report is intended solely for the information and use of the County and the Auditor General, State of Florida, and is not intended to be, and should not be, used by anyone other than these specified parties.

Vance CPA LLC

Vance CPA LLC
June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S MANAGEMENT LETTER

Honorable Members of the
Board of County Commissioners
Gulf County, Florida

Report on the Financial Statements

We have audited the financial statements of each major fund and the aggregate remaining fund information of Gulf, County, Florida, Board of County Commissioners, (hereinafter referred to as the "Board"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, and have issued our report thereon dated June 28, 2018.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, *Rules of the Auditor General*.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; Independent Auditors' Report on Compliance for Each Major State Project and Report on Internal Control over Compliance; Schedule of Findings and Questioned Costs; and Independent Accountants' Report on an examination conducted in accordance with *AICPA Professional Standards*, Section 601, regarding compliance requirements in accordance with Chapter 10.550, *Rules of the Auditor General*. Disclosure in those reports and schedule, which are dated June 28, 2018, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Corrective actions have been taken to address findings and recommendations made in the preceding annual financial report to the extent considered necessary by the County, except as repeated under the heading current year findings and recommendations. See also Summary Schedule of Prior Year Audit Findings.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in

the management letter, unless disclosed in the notes to the financial statements. Gulf County, Florida was established by the Constitution of the State of Florida, Article VIII, Section 1(e). The name or official title and legal authority for the primary government and each component unit of the reporting entity are disclosed in note 1 of the notes to the financial statements.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires a statement be included as to whether or not the local governmental entity has met one or more of the conditions described in Section 219.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the Gulf County, Florida did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c., and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the County's financial condition, and our financial condition assessments as based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Annual Financial Report

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(7), Rules of the Auditor General, requires that we determine whether the annual financial report for Gulf County, Florida for the fiscal year ended September 30, 2017, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 31, 2016. In connection with our audit, we determined that these two reports were in agreement.

Additional Matters

Section 10.554 (1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, and the Gulf County Board of County Commissioners and is not intended to be and should not be used by anyone other than these specified parties.

Vance CPA LLC

Vance CPA LLC
June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

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

Honorable Members of the
Board of County Commissioners
Gulf County, Florida

We have audited, in accordance with the 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, the business-type activities, each major fund, and the aggregate remaining fund information of Gulf County, Florida, as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the Gulf County Florida's basic financial statements and have issued our report thereon dated June 28, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Gulf County Florida's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Gulf County Florida's internal control. Accordingly, we do not express an opinion on the effectiveness of Gulf County Florida's internal control.

Our consideration of 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. However, as described in the accompanying schedule of findings and responses, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

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 a

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. We consider the deficiencies described in the accompanying schedule of findings and responses to be material weaknesses. (2017-001).

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Gulf County Florida's financial statements are free from material misstatement, we 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 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 or other matters that are required to be reported under *Government Auditing Standards*.

Gulf County Florida's Response to Findings

Gulf County Florida's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. Gulf County Florida's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

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

Vance CPA LLC

Vance CPA LLC
June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS FOR EACH MAJOR STATE PROJECT, REPORT ON INTERNAL CONTROL OVER COMPLIANCE, AND REPORT ON THE SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE REQUIRED BY CHAPTER 10.550 RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Honorable Members of the
Board of County Commissioners
Gulf County, Florida

Report on Compliance for Each Major Federal and State Program

We have audited Gulf County, Florida's (the County) compliance with the types of compliance requirements described in the Florida Department of Financial Services *State Projects Compliance Supplement* that could have a direct and material effect on each of the County's major state projects for the year ended September 30, 2017. The County's major state projects are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulation, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the County's major state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits and contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550 Rules of the Auditor General. Those standards, and Chapter 10.550, Rules of the Auditor General, 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 project occurred. An audit includes examining, on a test basis, evidence about the County'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 on compliance for each major federal program and state project. However, our audit does not provide a legal determination of Gulf County, Florida's compliance.

Opinion on Each Major State Project

In our opinion, Gulf County, Florida complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state projects for the year ended September 30, 2017.

Report on Internal Control Over Compliance

Management of the County is responsible for establishing and maintain effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the County's internal control over compliance with the types of requirements that could have a direct and material effect on each major state project to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major state project and to test and report on internal control over compliance in accordance with Chapter 10.550, *Rules of the Auditor General*, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program or state project on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program or state project will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify all deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of Chapter 10.550, *Rules of the Auditor General*. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of State Financial Assistance Required by the Uniform Guidance and Chapter 10.550, Rules of the Auditor General

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Gulf County, Florida, as of and for the year ended September 30, 2017, and the notes to the financial statements, which collectively comprise the County's basic financial statements. We issued our report thereon dated April 28, 2017, which contained unmodified opinions on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying Schedule of Expenditures of State Financial Assistance is presented for the purposes of additional analysis as required by Chapter 10.550, *Rules of the Auditor General*, 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 financial statements.

The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of State Financial Assistance is fairly stated in all material respects in relation to the basic financial statements as a whole.

Vance CPA LLC

Vance CPA LLC
June 28, 2018

GULF COUNTY, FLORIDA
SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE
YEAR ENDED SEPTEMBER 30, 2017

State Financial Assistance Projects	CFSA #	Contract/Grant Number	Expenditures
Office of the State Courts			
Courthouse Facility Appropriation – Repair & Refurbish Interior of Courthouse	22.004	Approp. 3333A	<u>10,223</u>
Total Office of the State Courts			<u>10,223</u>
Executive Office of the Governor – Division of Emergency Management			
2017-2018 Emergency Mgmt Preparedness & Assistance Grant	31.063	18-BG-W9-02-33-01-073	25,978
2016-2017 Emergency Mgmt Preparedness & Assistance Grant	31.063	17-BG-83-02-33-01-029	<u>81,876</u>
Total CSFA 31.063			<u>107,854</u>
Total Executive Office of the Governor – Division of Emergency Management			<u>107,854</u>
Florida Department of Environmental Protection			
St Joseph Peninsula Beach Restoration –Project Monitoring	37.003	13GU2	<u>16,174</u>
2016-2017 Small County Solid Waste Grant	37.012	SC712	<u>90,475</u>
FL Recreational Develop Assist Program- Honeyville Park Phase III	37.017	A17113	7,690
FL Recreational Develop Assist Program- Dead Lakes Park Phase II	37.017	A17098	<u>1,000</u>
Total CSFA 37.017			<u>8,690</u>
Total Florida Department of Environmental Protection			<u>115,339</u>
Enterprise Florida Inc.			
Inland FL/Rural FL Co-Op Program-Digital Marketing Campaign	40.003	FY1617	<u>10,000</u>
Total Enterprise Florida Inc.			<u>10,000</u>
Florida Department Economic Opportunity			
CHRN Marketing Grant	40.006	2016/2017 AP-48658	5,000
DEO Community Planning Technical Asst Grant-Strategic Plan	40.038	PO208	<u>65,000</u>
Total Florida Department of Economic Opportunity			<u>70,000</u>
Florida Housing Finance Corporation			
SFY1314 TO SFY1617 SHIP & Program Income	40.901	SFY1314TOSFY1617	<u>351,373</u>
Total Florida Housing Finance Corporation			<u>351,373</u>
Florida Department of Agriculture & Consumer Services			
Anthropod Control Mosquito Control State Aid	42.003	2014-2015#21329	<u>15,517</u>
Total Department of Agriculture & Consumer Services			<u>15,517</u>

GULF COUNTY, FLORIDA
SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE
YEAR ENDED SEPTEMBER 30, 2017

State Financial Assistance Projects	CFSA #	Contract/Grant Number	Expenditures
Florida Department of State			
2016-2017 Operation of Equalization State Aid Grants	45.03	17-ST-43	<u>56,506</u>
Total Florida Department of State			<u>56,506</u>
Florida Department of Transportation			
County Incentive Grant Program			
Old Bay City Road Phase III	55.008	428035-3-54-01	<u>88,900</u>
Small County Outreach Program			
Paving Jarrott Daniels Road	55.009	431389-1-58-01	1,058,799
Small County Outreach Program – CR386 Resurfacing	55.009	413202-3-54-01	153,247
Small County Outreach Program – CR 382			
Drainage Improvements	55.009	436845-2-54-01	157,185
Small County Outreach Program – Resurfacing CR5	55.009	410406-2-54-01	<u>3,752</u>
Total CSFA 55.009			<u>1,372,982</u>
Small County Road Assistance Program –			
Resurfacing Atlantic Street	55.016	436718-1-54-01	<u>54,266</u>
Total CSFA 55.016			<u>54,266</u>
Total Department of Transportation			<u>1,516,148</u>
Florida Department of Health			
2016-2017 Bureau of Emergency Medical Services			
County Grant	64.005	C5023 & Interest	800
Bureau of Emergency Medical Services			
County Matching Grant	64.003	2015-2016 M4258	<u>130,000</u>
Total Department of Health			<u>130,800</u>
Florida Fish & Wildlife Conservation Commission (FWC)			
Bear Resistant Equipment – BearWise Funding	77.034	FWC PO#B14AAD	<u>22,352</u>
Total Florida Fish and Wildlife			
Conservation Commission (FWC)			<u>22,352</u>
Total State of Florida Financial Assistance			<u>\$ 2,406,110</u>

**GULF COUNTY, FLORIDA
NOTES TO SCHEDULE OF EXPENDITURES
OF STATE FINANCIAL ASSISTANCE
YEAR ENDED SEPTEMBER 30, 2017**

Note 1 – General

The accompanying Schedule of Expenditures of State Financial Assistance (the Schedule) presents the activity of all state financial assistance programs of Gulf County, Florida (the County). The County reporting entity is defined in Note 1 to the County's basic financial statements for the year ended September 30, 2017. The information in this Schedule is presented in accordance with the requirements of Chapter 10.550, *Rules of the Auditor General*. Because the Schedule presents only a selected portion of the operations of the County, it is not intended to and does not present the financial position, changes in net position, or cash flows for the county.

Note 2 – Basis of Accounting

The accompanying Schedule is presented using the modified accrual basis of accounting, which is described in Note 1 to the County's basic financial statements for the year ended September 30, 2017. Such expenditures are recognized following the cost principles contained in the Chapter 10.550, *Rules of the Auditor General*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

**GULF COUNTY, FLORIDA
SCHEDULE OF FINDINGS AND RESPONSES
YEAR ENDED SEPTEMBER 30, 2017**

Section 1 – Summary of Auditor’s Results

Financial Statements

Type of auditor’s report issued	Unmodified	
Internal control over financial reporting		
Material weakness(es) identified?	<u> X </u> yes	<u> </u> no
Significant deficiency(ies) identified not considered to be material weaknesses?	<u> </u> yes	<u> X </u> none reported
Noncompliance material to financial statements noted:	<u> </u> yes	<u> X </u> no

State Financial Assistance

Internal control over major programs		
material weakness(es) identified?	<u> </u> yes	<u> X </u> no
Significant deficiency (ies) identified not considered to be material weaknesses?	<u> </u> yes	<u> X </u> none Reported
Type of auditor’s report issued on compliance for major programs	Unmodified	
Any audit findings disclosed that are required to be reported in accordance with Rules of the Auditor General?	<u> </u> yes	<u> X </u> no

Identification of major federal awards/state financial assistance projects:

<u>CFDA/CSFA Number</u>	<u>Name of Federal Award or State Financial Assistance Project</u>
55.009	Small County Outreach Program
40.901	SHIP

(continued)

GULF COUNTY, FLORIDA
SCHEDULE OF FINDINGS AND RESPONSES (continued)
YEAR ENDED SEPTEMBER 30, 2017

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

\$300,000 State

Auditee qualified as low-risk auditee?

 X yes none

Section II – Financial Statement Findings

See Summary Schedule of Current Year Findings

Section III – Findings and Questioned Costs – Major Federal Award Programs

No findings or questioned costs in the current year.

Section IV – Findings and Questioned Costs – Major State Financial Assistance Projects

No findings or questioned costs in the current year.

Section V – Other Issues

No Corrective Action Plan is required because there were no findings required to be reported under the Florida single Audit Act.

**GULF COUNTY, FLORIDA
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS
SEPTEMBER 30, 2017**

2016-001 Segregation of Duties

Status: See current year findings.

**GULF COUNTY, FLORIDA
SUMMARY SCHEDULE OF CURRENT YEAR AUDIT FINDINGS
SEPTEMBER 30, 2017**

2017-001 Segregation of Duties (Prior Year 2016-001, 2015-001, 2014-001, 13-01, 12-01, 11-08 and 10-01)

The following Constitutional Officer was considered to lack proper segregation of duties necessary for proper internal controls: the Sheriff's Office. Proper segregation of accounting and administrative duties includes the requirement that no single person has (1) the ability to authorize transactions, (2) access to assets, and (3) the ability to record financial transactions. The failure to maintain separation of these functions subjects the County to risk that material misstatements or fraud may occur and not be detected by employees in a timely manner during the performance of their assigned tasks. The limited number of employees within the offices precludes ideal segregation of duties. We recommend that in the absence of the ability to hire additional employees, that alternative procedures, including additional oversight with regard to certain functions, be performed regularly to mitigate the risks caused by this deficiency in internal controls.

RECOMMENDATION – Mitigating procedures including additional oversight with regard to certain duties should be performed regularly in the absence of hiring additional employees

RESPONSE – Due to the limited number of employees, it is virtually impossible to maintain complete segregation of accounting and administrative duties among employees. However, every effort is being made to accomplish effective internal controls.

BLANK PAGE



**Gulf County, Florida
Clerk of the Circuit Court**

**Special-Purpose
Financial Statements
September 30, 2017**

Vance CPA, LLC

Certified Public Accountant
219-B Avenue E • Apalachicola, FL 32320
Tel. (888) 531-6408 • Fax (866) 406-7422

**GULF COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT
SEPTEMBER 30, 2017
TABLE OF CONTENTS**

Independent Auditor's Report	1
Special-Purpose Financial Statements	
Special-Purpose Balance Sheet – Governmental Funds	3
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	4
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund	5
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Court Operations Fund	6
Special-Purpose Statement of Revenues, Expenditures, And Changes in Fund Balance – Budget and Actual – Modernization Trust Fund	7
Special-Purpose Statement of Revenues, Expenditures and Changes In Fund Balance – Budget and Actual – Administrative Order 86-12 Fund	8
Statement of Fiduciary Assets and Liabilities – Agency Funds	9
Notes to Special-Purpose Financial Statements	10
Combining Financial Statements	
Combining Statement of Fiduciary Assets and Liabilities - Agency Funds	24
Compliance Section	
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	27
Independent Auditors' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550, <i>Rules of the Auditor General</i>	29
Management Letter	30
Management's Response to Management Letter	32

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITORS' REPORT

To the Honorable Rebecca L. Norris
Gulf County Clerk of the Circuit Court
Gulf County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of each major fund and the aggregate remaining fund information of Gulf County, Florida, Clerk of the Circuit Court, (Clerk), as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the Clerk's fund financial statements as listed in the table of contents.

Management's Responsibility for the financial Statements

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

Independent Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of each major fund and the aggregate remaining fund information of the Clerk as of September 30, 2017, and the respective changes in financial position and the respective budgetary comparison for the general fund, modernization trust fund and administrative order 86-12 fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above have been prepared for the purpose of complying with Section 218.39, Florida Statutes and Section 10.557(3), the *Rules of the Auditor General for Local Government Entities*. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of each major fund, and aggregate remaining fund information, only for that portion of the major funds, and the aggregate remaining fund information, of Gulf County, Florida that is attributable to the Clerk. They do not purport to, and do not, present fairly the financial position of Gulf County, Florida as of September 30, 2017, and the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to these matters.

Other Matters***Required Supplementary Information***

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, 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. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2017 and on our consideration of the Clerk's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters under the heading "Independent Auditors' Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of The Financial Statements Performed In Accordance With *Government Auditing Standards*". The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 Clerk's internal control over financial reporting and compliance.



Vance CPA LLC

June 28, 2018

**GULF COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT**

**SPECIAL-PURPOSE BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2017**

	<u>General Fund</u>	<u>State Court Operations Fund</u>	<u>Modernization Trust Fund</u>	<u>Administrative Order 86-12 Fund</u>	<u>Total Governmental Funds</u>
Assets:					
Cash and cash equivalents	\$ 99,255	\$ 70,419	\$ 301,628	\$ 151,385	\$ 622,687
Accounts receivable	16	—	—	—	16
Due from other funds	13,027	15,091	3,518	—	31,636
Due from other governments	35,360	8,114	—	—	43,474
Due from BOCC	17,453	—	—	—	17,453
Total Assets	<u>165,111</u>	<u>93,624</u>	<u>305,146</u>	<u>151,385</u>	<u>715,266</u>
Liabilities and fund balances:					
Liabilities					
Accounts payable and and accrued expenses	38,414	16,975	13,322	—	68,711
Due to other funds	10	—	—	—	10
Due to other governments	75,710	76,649	—	—	152,359
Total Liabilities	<u>114,134</u>	<u>93,624</u>	<u>13,322</u>	<u>—</u>	<u>221,080</u>
Fund Balance:					
Spendable - Restricted	50,977	—	291,824	151,385	494,185
Total Liabilities and Fund Balances	<u>\$ 165,111</u>	<u>\$ 93,624</u>	<u>\$ 305,146</u>	<u>\$ 151,385</u>	<u>\$ 715,266</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN RESTRICTED FUND BALANCES
GOVERNMENTAL FUNDS**

YEAR ENDED SEPTEMBER 30, 2017

	<u>General Fund</u>	<u>State Court Operations Fund</u>	<u>Modernization Trust Fund</u>	<u>Administrative Order 86-12 Fund</u>	<u>Total Governmental Funds</u>
Revenues:					
Charges for services	\$ 109,548	\$ 151,234	\$ 42,564	\$ —	\$ 303,346
Intergovernmental revenue	76,317	47,925	—	—	124,243
Fines and forfeitures	—	87,718	8,925	—	96,643
Interest and other income	18,875	1,564	291	153	20,884
Total revenue	<u>204,741</u>	<u>288,441</u>	<u>51,781</u>	<u>153</u>	<u>545,116</u>
Expenditures:					
General government					
Personal services	497,395	—	—	—	497,395
Operating expenditures	95,684	—	20,476	—	116,160
Capital outlay	1,432	—	—	—	1,432
Debt Services	—	—	—	—	—
Court related					
Personal services	—	372,720	—	—	372,720
Operating expenditures	—	102,227	17,636	—	119,863
Total expenditures	<u>594,511</u>	<u>474,947</u>	<u>38,112</u>	<u>—</u>	<u>1,107,570</u>
Excess (deficit) of revenues over (Under) Expenditures	(389,770)	(186,506)	13,669	153	(562,454)
Other financing sources (uses)					
Transfers from BOCC	516,457	—	—	—	516,457
Transfers to BOCC	—	—	—	—	—
Transfers from other governments	—	223,318	—	—	223,318
Transfers to other governments	(75,710)	(36,812)	—	—	(112,522)
Total other financing Sources (uses)	<u>440,747</u>	<u>186,506</u>	<u>—</u>	<u>—</u>	<u>627,253</u>
Net change in fund balances	50,977	—	13,669	153	64,799
Fund balances - beginning	<u>—</u>	<u>—</u>	<u>278,155</u>	<u>151,232</u>	<u>429,387</u>
Fund balance - ending	<u>\$ 50,977</u>	<u>\$ —</u>	<u>\$ 291,824</u>	<u>\$ 151,385</u>	<u>\$ 494,185</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL – GENERAL FUND**

YEAR ENDED SEPTEMBER 30, 2017

	Budget Amounts		Actual	Variance with Final
	Original	Final	Amounts	Budget Positive (Negative)
Revenues:				
Charges for services	\$ 94,040	\$ 109,549	\$ 109,548	\$ (1)
Intergovernmental revenue	60,000	76,317	76,317	—
Interest and other income	16,707	18,875	18,875	—
Total revenues	<u>170,747</u>	<u>204,741</u>	<u>204,741</u>	<u>(1)</u>
Expenditures:				
General Government				
Personal services	519,018	516,518	497,395	19,123
Operating expenditures	154,262	199,364	95,684	103,680
Capital outlay	11,287	5,316	1,432	3,884
Total expenditures	<u>684,567</u>	<u>721,198</u>	<u>594,511</u>	<u>126,687</u>
Excess (deficit) of revenues over (under) expenditures	<u>(513,820)</u>	<u>(516,457)</u>	<u>(389,770)</u>	<u>126,687</u>
Other financing sources (uses)				
Transfers from BOCC	513,820	516,457	516,457	—
Transfers to other governments	—	—	(75,710)	(75,710)
Total other financing Sources (uses)	<u>513,820</u>	<u>516,457</u>	<u>440,747</u>	<u>(75,710)</u>
Net change in fund balances	—	—	50,977	50,977
Fund balances - beginning	—	—	—	—
Fund balances - ending	<u>\$ —</u>	<u>\$ —</u>	<u>\$ 50,977</u>	<u>\$ 50,977</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL – STATE COURT OPERATIONS FUND**

YEAR ENDED SEPTEMBER 30, 2017

	Budget Amounts		Actual	Variance with Final
	Original	Final	Amounts	Budget Positive (Negative)
Revenues:				
Charges for services	\$ 129,450	\$ 152,143	\$ 151,234	\$ (909)
Intergovernmental revenue	35,000	47,926	47,925	(1)
Fines and forfeitures	67,000	87,718	87,718	—
Interest and other income	35	1,535	1,564	29
Total revenues	<u>231,485</u>	<u>289,322</u>	<u>288,441</u>	<u>(881)</u>
Expenditures:				
Court Related				
Personal services	478,244	402,936	372,720	30,216
Operating expenditures	37,754	113,062	102,227	10,835
Total expenditures	<u>515,998</u>	<u>515,998</u>	<u>474,947</u>	<u>41,051</u>
Excess (deficit) of revenues over (under) expenditures	<u>(284,513)</u>	<u>(226,676)</u>	<u>(186,506)</u>	<u>40,170</u>
Other financing sources (uses)				
Transfers from other funds	31,180	—	—	—
Transfers from other governments	253,333	226,676	223,318	(3,358)
Transfers to other governments	—	—	(36,812)	(36,812)
Total other financing Sources (uses)	<u>284,513</u>	<u>226,676</u>	<u>186,506</u>	<u>(40,170)</u>
Net change in fund balances	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances - beginning	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances - ending	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN RESTRICTED FUND BALANCES
BUDGET AND ACTUAL – MODERNIZATION TRUST FUND**

YEAR ENDED SEPTEMBER 30, 2017

	<u>Budget Amounts</u>		<u>Actual</u>	<u>Variance with Final</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Budget Positive</u> <u>(Negative)</u>
Revenues:				
Charges for services	\$ 37,000	\$ 42,565	\$ 42,564	\$ (1)
Fines and forfeitures	10,353	8,926	8,925	(1)
Interest and other income	<u>275</u>	<u>292</u>	<u>291</u>	<u>(1)</u>
Total revenues	<u>47,628</u>	<u>51,783</u>	<u>51,781</u>	<u>(2)</u>
Expenditures:				
General Government				
Operating expenditures	64,966	66,553	20,476	46,077
Capital outlay	100,000	100,000	—	100,000
Court-related				
Operating expenditures	38,012	42,001	17,636	24,365
Capital outlay	<u>57,324</u>	<u>57,324</u>	<u>—</u>	<u>57,324</u>
Total expenditures	<u>260,302</u>	<u>265,878</u>	<u>38,112</u>	<u>277,766</u>
Excess (deficit) of revenues over (under) expenditures	<u>(212,674)</u>	<u>(214,095)</u>	<u>13,669</u>	<u>277,764</u>
Net change in fund balances	<u>(212,674)</u>	<u>(214,095)</u>	<u>13,669</u>	<u>277,764</u>
Fund balances - beginning	<u>278,155</u>	<u>278,155</u>	<u>278,155</u>	<u>—</u>
Fund balances - ending	<u>\$ 65,481</u>	<u>\$ 64,060</u>	<u>\$ 291,824</u>	<u>\$ 227,764</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN RESTRICTED FUND BALANCES
BUDGET AND ACTUAL – ADMINISTRATIVE ORDER 86-12 FUND**

YEAR ENDED SEPTEMBER 30, 2017

	<u>Budget Amounts</u>		<u>Actual</u>	<u>Variance with Final</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Budget Positive</u> <u>(Negative)</u>
Revenues:				
Interest and other income	\$ 175	\$ 175	\$ 153	\$ (22)
Total revenues	<u>175</u>	<u>175</u>	<u>153</u>	<u>(22)</u>
Expenditures:				
Court-related				
Operating expenditures	10,000	41,180	—	41,180
Capital outlay	<u>64,804</u>	<u>64,804</u>	<u>—</u>	<u>64,804</u>
Total expenditures	<u>74,804</u>	<u>105,984</u>	<u>—</u>	<u>105,984</u>
Excess (deficit) of revenues over (under) expenditures	<u>(74,629)</u>	<u>(105,809)</u>	<u>153</u>	<u>105,962</u>
Other financing sources (uses)				
Transfers to other funds	<u>(31,180)</u>	<u>—</u>	<u>—</u>	<u>—</u>
Total other financing Sources (uses)	<u>(31,180)</u>	<u>—</u>	<u>—</u>	<u>—</u>
Net change in fund balances	<u>(105,809)</u>	<u>(105,809)</u>	<u>153</u>	<u>105,962</u>
Fund balances - beginning	<u>151,232</u>	<u>151,232</u>	<u>151,232</u>	<u>—</u>
Fund balances - ending	<u><u>\$ 45,423</u></u>	<u><u>\$ 45,423</u></u>	<u><u>\$ 151,385</u></u>	<u><u>\$ 105,962</u></u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
CLERK OF THE CIRCUIT COURT**

**STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES
AGENCY FUNDS**

SEPTEMBER 30, 2017

ASSETS

Cash and Cash Equivalents	\$ 462,086
Accounts receivable (net)	10
Due from other funds	<u>243</u>
Total Assets	<u>\$ 462,339</u>

LIABILITIES AND FUND BALANCES

Liabilities	
Due to other funds	31,869
Due to other governments	45,013
Due to Board of County Commissioners	7,589
Due to Individuals	<u>377,868</u>
Total Liabilities	<u>\$ 462,339</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT

NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Clerk of the Circuit Court of Gulf County, Florida is an elected Constitutional Officer of Gulf County pursuant to Article VIII, Section (1) of the *Constitution of the State of Florida*. For financial statement and reporting purposes, the Clerk is a separate constitutional officer as provided for by Chapter 218, Florida Statutes. The Clerk is considered to be a part of the primary government of Gulf County, Florida and the financial information is included in Gulf County's county-wide financial statements.

These special-purpose financial statements include only the balance and activity of the Clerk's office. They have been prepared for the purpose of complying with Section 218.39, Florida Statutes and Section 10.557, *Rules of the Auditor General for Local Government Entity Audits*, and are not intended to be a complete presentation of the financial position of the County, or the changes in financial position or where applicable, cash flows, thereof, in conformity with accounting principles generally accepted in the United States of America.

The Clerk funds operations as a court officer and a budget officer pursuant to Florida Statutes, Chapters 28, 218 and 129. As a court officer, the Clerk is funded through an appropriation from the State of Florida. These court appropriations are to be used exclusively for funding court-related operations of the clerk. As a budget officer, the operations as Clerk to the Board are approved and funded by the Board of County Commissioners. The budgeted receipts from the Board are recorded as other financing sources on the Clerk's financial statements and as other financing uses on the Board's financial statements. Excesses of revenues and other financing sources received over expenditures are remitted to the Board at year-end.

The accounting policies of the Clerk conform to accounting principles generally accepted in the United States of America, as applicable to governments.

B. Basis of Presentation – Fund Accounting

Accounts are organized on the basis of fund types, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures as appropriate. Government resources are allocated to and accounted for in individual funds based on the purpose for which they are to be spent and the means by which spending activities are controlled.

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

These funds utilize a modified accrual basis of accounting. The measurement focus is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources rather than upon net income determination).

The Clerk reports the following major governmental funds:

Governmental Fund Types

General Fund – The general fund is the general operating fund of the Clerk. It is used to account for all financial resources, except for those required to be accounted for in other funds.

State Court Operations Fund – Used to account for state court operations.

Modernization Trust Fund – The modernization trust fund is used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

Administrative Order 86-12 Fund – This fund is used to account for additional court costs of traffic infractions to be used for administering traffic violations.

Fiduciary Fund Type

Agency Funds – The agency funds are used to account for assets held by the Clerk as an agent for individuals, private organizations, and other governments. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of changes in financial position.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements and relates to the timing of the measurements made, regardless of the measurement focus applied.

The accompanying financial statements have been prepared using the modified accrual basis of accounting for governmental funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recorded when the liability is incurred, if measurable, except for principal and interest on long-term obligations which is recorded when due.

The Clerk considers receivable collected within 60 days after year end to be available and susceptible to accrual as revenues of the current year. Charges for services and interest earned are susceptible to accrual.

GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Measurement Focus

The accounting and financial reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or “financial flow” measurement focus. This means that generally, only current assets and current liabilities are included in the balance sheet. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they present a summary of sources and uses of “available spendable resources” during a period.

E. Budgets and Budgetary Accounting

Expenditures, other than those for certain agency funds, are controlled by appropriations in accordance with the budget requirements set forth in Florida Statutes. Budgets are adopted for governmental and special revenue funds. Budgetary control is exercised at the fund level. Budgetary changes within the fund are made at the discretion of the Clerk. Appropriations lapse at the end of the fiscal year to the extent they have not been expended. The budgeted revenues and expenditures in the accompanying budgetary comparison statement reflect all approved amendments.

Florida Statutes Chapter 218.35 governs the preparation, adoption, and administration of the Clerk’s annual budget. The Clerk establishes an annual budget for the office which clearly reflects the revenues available to the office and the functions for which the money is to be expended.

The Clerk prepares the budget in three parts:

1. The budget relating to the requirements of the Clerk as the Ex Officio Clerk to the Board, County Auditor, County Recorder, and Custodian or Treasurer of all County funds and other county related duties, and for chapter 29 obligations;
2. The budget relating to the Florida court system, which is filed with the Clerk of Courts Operations Corporation (CCOC) by June 1 preceding the fiscal year of the budget, in the format required by the CCOC. Section 28.36, Florida Statutes, defines the maximum annual budget permitted; and
3. The budget for all other operations of the Clerk.

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The annual budgetary data reported for the governmental fund types are adopted on a basis consistent with accounting principles generally accepted in the United States and represent the Clerk's adopted budget, the original appropriation ordinance, and budget amendments approved by the Clerk or as adopted by the Board.

F. Cash and Cash Equivalents

The Clerk considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

G. Capital Assets

Capital assets purchased in the governmental fund type are recorded as expenditures (capital outlay) at the time of purchase. Assets acquired by the Clerk are reported as capital assets in the statement of net assets as part of the basic financial statement for Gulf County. The Clerk maintains custodial responsibility for the capital assets used by her office.

H. Liability for Compensated Absences

The Clerk accrues a liability for employees' rights to receive compensation for future absences when certain conditions are met. The Clerk does not, nor is legally required to, accumulate expendable available resources to liquidate this obligation. Accordingly, the liability for the compensated absences is not reported in the governmental fund. However, the current and long-term portion of the liability for compensated absences is reported at the county wide financial statement level.

I. Related Organizations – Common Expenses

Certain expenditures, which are common to the Board and all Constitutional Officers, are reported as expenses of the Board and, therefore, are not budgeted by or allocated to the Clerk. These expenses relating to the Clerk's courthouse facilities are:

- Occupancy costs
- Janitorial services
- Utilities (except telephone)
- Property insurance

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

J. Distribution of Excess Revenues

Florida Statutes require that the Clerk distribute any excess of revenues over expenditures within the general fund to the board within 31 days following the end of the fiscal year. Accordingly, the amount of excess revenues distributed to the Board at the end of the year is presented in the accompanying special-purpose financial statements as “other financing uses.”

K. Fund Balance Reporting and Governmental Fund-Type Definitions

The Clerk adopted GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB Statement No. 54) effective October 1, 2010. This GASB Statement clarifies governmental fund balance classifications and fund-type definitions. Fund balances are classified either as non-spendable or as spendable. Spendable fund balances are further classified in a hierarchy based on the extent to which there are external and/or internal constraints in how fund balance amounts may be spent.

Non-spendable fund balances include amounts that cannot be spent because they are not in spendable form or are legally or contractually required to be maintained intact.

Spendable fund balances are classified based on a hierarchy of the Clerk’s ability to control the spending of these fund balances and are reported in the following categories: restricted, committed, assigned and unassigned. The Clerk’s fund balances for the Modernization Trust and Administrative Order 86-12 fall into this category.

The adoption of GASB Statement No. 54 did not have an impact on the Clerk’s general fund financial statements at September 30, 2017, since the Clerk does not maintain fund balances in the general fund. Fund balances maintained in the modernization trust fund and administrative 86-12 fund are restricted pursuant to certain Florida Statutes and have been presented, as restricted fund balances in the fund financial statements in accordance with GASB Statement No. 54.

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

L. Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make use of estimates that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements, and the reported amount of revenues and expenditures during the reporting period. Actual results could differ from estimates.

M. Subsequent Events

The Clerk of the Court evaluated subsequent events through June 28, 2018, the date which the financial statements were available to be issued. The Clerk of the Court did not have any subsequent events requiring disclosure or recording in these financial statements.

NOTE 2 - CASH AND INVESTMENTS

Cash Deposits

All Clerk depositories are banks designated by the State Treasurer as qualified public depositories. Chapter 280, Florida Statutes "Florida Security for Public Deposits Act" provides procedures for public depositories to insure monies in banks and savings and loans are collateralized with the Treasurer as an agent for the public entities. All Clerk cash consists of checking accounts and interest-bearing time deposits in a local bank.

Investments

The Clerk held no investments at September 30, 2017.

Interest Rate Risk

At September 30, 2017, the Clerk did not hold any investments that were considered to be an interest rate risk.

Credit Risk

At September 30, 2017 the Clerk did not hold any investments that were considered to be a credit risk.

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 2 - CASH AND INVESTMENTS (continued)

Custodial Risk

At September 30, 2017 the Clerk did not hold any deposits or investments that were considered to be a custodial risk.

Concentration of Credit Risk

At September 30, 2017 the Clerk did not hold any deposits or investments that were considered to be a credit risk.

NOTE 3 – EMPLOYEE BENEFITS

RETIREMENT PLAN

The Florida Retirement System (FRS) was created by Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree Health Insurance Subsidy (HIS) Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the Clerk are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes, Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two costs-sharing, multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statement, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services' Web site (www.dms.myflorida.com)

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

Plan Description

The Florida Retirement System Pension Plan (FRS Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program (DROP) for eligible employees. The general classes of membership are as follows:

- Regular Class – Members of the FRS who do not qualify for membership in the other classes.
- Elected County Officers Class – Members who hold specified elective offices in local government.
- Senior Management Service Class (SMSC) – Members in senior management level positions.
- Special Risk Class – Members who are special risk employees, such as law enforcement officers, meet the criteria to qualify for this class.

Employees enrolled in the FRS Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the FRS Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service, except for members classified as special risk who are eligible for normal retirement benefits at age 55 or at any age after 25 years of service. All members enrolled in the FRS Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service, except for members classified as special risk who are eligible for normal retirement benefits at age 60 or at any age after 30 years of service. Employees enrolled in the FRS Plan may include up to 4 years of credit for military service toward creditable service. The FRS Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The FRS Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the FRS Plan to defer receipt of monthly benefit payments while continuing employment with an FRS participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

Benefits Provided

Benefits under the FRS Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits.

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. FRS Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Detailed information about the County's proportionate share of FRS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

Plan Description

The Retiree Health Insurance Subsidy Program (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided

For the fiscal year ended June 30, 2017, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

Detailed information about the County's proportionate share of HIS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

The Florida State Board of Administration (SBA) administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. Clerk employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected County Officer, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.04 percent of payroll and by forfeited benefits of plan members.

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Non-vested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2017, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the Clerk.

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these operations. Disability coverage is provided; the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

Participating employer contributions are based upon statewide rates established by the State of Florida. The Clerk's contributions made to the plans during the years ended September 30, 2017, 2016, and 2015 were \$77,253, \$94,173, and \$98,493 respectively, equal to the actuarially determined contribution requirements for each year. Additional information about pension plans can be found in the County's annual financial statements.

Post Employment Benefits Other than Pensions

In accordance with Florida Statutes Section 112.0801, the Clerk participates with Gulf County in offering retiring employees the opportunity to continue participating in the group insurance plan. Retirees who do not choose to continue participation lose eligibility to participate in the future.

Retirees and their eligible dependents shall be offered the same health and hospitalization insurance coverage as is offered to active employees at a premium cost of no more than the premium cost applicable to active employees. The County subsidizes the premium rates paid by the retirees by allowing them to participate in the plan at blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the plan on average than those of active employees. No stand alone report is issued for this plan.

The details of the plan, methodology, and costs are more fully described in the Gulf County Notes to the Financial Statements.

GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 4 – INTERFUND RECEIVABLES AND PAYABLES

Interfund receivable and payable at September 30, 2017 are as follows:

	<u>Due from Other Funds</u>	<u>Due to Other Funds</u>
Governmental funds		
General fund	13,027	10
State court operations	15,091	—
Modernization fund	3,518	—
Agency funds		
Article V trust	—	15,378
Fee trust	243	11,743
Jury and witness	—	1,501
Child support	—	3,247
Total	<u>\$ 31,879</u>	<u>\$ 31,879</u>

NOTE 5 – CHANGES IN LONG-TERM OBLIGATIONS

As disclosed in note 1, the liability associated with compensated absences is reported on the county wide financial statement level. The following is a summary of the changes in long-term obligations of the Clerk for the year ended September 30, 2017.

	<u>Balance 9/30/2016</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance 9/30/2017</u>
Accumulated compensated absences	<u>\$ 22,279</u>	<u>\$ —</u>	<u>\$ (3,826)</u>	<u>\$ 18,453</u>

The current portion of compensated absences liability estimated to be paid during the next year is \$4,613.

NOTE 6 – RISK MANAGEMENT

The Clerk is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors or omissions; injuries to employees and the public; or damage to property of others. The Clerk participates in the risk management program through the Gulf County Board of County Commissioners, which uses commercial insurance to cover certain risks from loss.

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 6 – RISK MANAGEMENT (continued)

The Board obtained commercial insurance against losses for the following types of risk:

- Real and personal property damage
- Public employee's bond
- Workers' compensation
- General and automobile liability

NOTE 7 – ENCUMBRANCES

Encumbrances represent commitments related to unperformed contracts for goods and services. They do not constitute expenditures or liabilities. The commitments will be honored in the subsequent year for those that expire at year end. The Clerk had no outstanding encumbrances at September 30, 2017.

COMBINING FINANCIAL STATEMENTS

**GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
COMBINING STATEMENT OF FIDUCIARY
ASSETS AND LIABILITIES
AGENCY FUNDS**

SEPTEMBER 30, 2017

	Fee Trust Fund	Article V Trust Fund	Juror & Witness	Registry of Court	Tax Deed Holdings
Assets:					
Cash and cash equivalents	\$ 50,743	\$ 140,596	\$ 3,836	\$ 67,876	\$ 160,860
Accounts receivable (net)	10	—	—	—	—
Due from other funds	243	—	—	—	—
Due from other governments	—	—	—	—	—
Due from BOCC	—	—	—	—	—
Total assets	<u>50,996</u>	<u>140,596</u>	<u>3,836</u>	<u>67,876</u>	<u>160,860</u>
Liabilities					
Accounts payable	—	—	—	—	—
Due to other funds	11,743	15,378	1,501	—	—
Due to other governments	29,281	13,369	2,335	—	—
Due to BOCC	2,784	4,805	—	—	—
Due to individuals	<u>7,188</u>	<u>107,043</u>	<u>—</u>	<u>67,876</u>	<u>160,860</u>
Total Liabilities	<u>\$ 50,996</u>	<u>\$ 140,596</u>	<u>\$ 3,836</u>	<u>\$ 67,876</u>	<u>\$ 160,860</u>

GULF COUNTY, FLORIDA - CLERK OF THE CIRCUIT COURT
COMBINING STATEMENT OF FIDUCIARY
ASSETS AND LIABILITIES
AGENCY FUNDS (continued)

SEPTEMBER 30, 2017

	Child Support	Bond	Total Agency Fund
Assets:			
Cash and cash equivalents	\$ 3,274	\$ 34,900	\$ 462,086
Accounts receivable (net)	—	—	10
Due from other funds	—	—	243
Due from other governments	—	—	—
Due from BOCC	—	—	—
Total assets	<u>3,274</u>	<u>34,900</u>	<u>462,339</u>
Liabilities			
Accounts payable	—	—	—
Due to other funds	3,247	—	31,869
Due to other governments	27	—	45,013
Due to BOCC	—	—	7,589
Due to individuals	—	34,900	377,868
Total Liabilities	<u>\$ 3,274</u>	<u>\$ 34,900</u>	<u>\$ 462,339</u>

COMPLIANCE SECTION

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

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

To the Honorable Rebecca L. Norris
Gulf County Clerk of the Circuit Court
Gulf County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial statements contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of each major fund and the aggregate remaining fund information of the ***Gulf County, Florida Clerk of Court*** (the "Clerk"), as of and for the year ended September 30, 2017, which collectively comprise the Clerk's fund financial statements and have issued our report thereon dated June 28, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Clerk's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Clerk's internal control. Accordingly, we do not express an opinion on the effectiveness of the Clerk'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 a 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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Clerk's financial statements are free of material misstatement, we 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 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 or other matters that are required to be reported under *Government Auditing Standards*.

Pursuant to provisions of Chapter 10.550, *Rules of the Auditor General*, we reported certain matters to management of the Clerk in a separate management letter and Independent Accountant's Report dated June 28, 2018.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Clerk'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.



Vance CPA LLC
June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S REPORT ON EXAMINATION OF COMPLIANCE REQUIREMENTS IN ACCORDANCE WITH CHAPTER 10.550, RULES OF THE AUDITOR GENERAL

To the Honorable Rebecca L. Norris
Gulf County Clerk of the Circuit Court
Gulf County, Florida

We have examined the Office of the Clerk of the Circuit Court of Gulf County, Florida's (hereinafter referred to as the "Clerk") compliance with Florida Statute 218.415 in regards to investments, Section 61.181, Florida Statutes, regarding alimony and child support payments, and Florida Statutes 28.35 and 28.36 in regards to certain court-related functions for the year ended September 30, 2017.

Management is responsible for the Clerk's compliance with those requirements. Our responsibility is to express an opinion on the Clerk's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Clerk's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Clerk's compliance with specified requirements.

In our opinion, the Clerk complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2017.

This report is intended solely for the information and use of the Clerk and the Auditor General, State of Florida, and is not intended to be and should not be used by anyone other than these specified parties.

Vance CPA LLC

Vance CPA LLC

June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S MANAGEMENT LETTER

To the Honorable Rebecca L. Norris
Gulf County Clerk of the Circuit Court
Gulf County, Florida

Report on the Financial Statements

We have audited the financial statements of the general fund of the Office of the Clerk of Circuit Court of Gulf, County, Florida (hereinafter referred to as the "Clerk"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, and have issued our report thereon dated June 28, 2018.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

Other Reports

We have issued our Independent Auditors' Report on Internal Control Over financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountants' Report on Examination of Compliance Requirements in Accordance with AICPA Professional Standards, Section 601, regarding compliance requirement in accordance with Chapter 10.550 Rules of Auditor General. Disclosures in those reports, which are dated June 28, 2018, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. No recommendations were made in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. The Clerk was established by the Constitution of the State of Florida, Article VIII, Section 1 (d). The Clerk has no component units.

Other Matters

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554 (1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, the Clerk, Gulf County Board of County Commissioners, and applicable management and is not intended to be and should not be used by anyone other than these specified parties.



Vance CPA LLC
June 28, 2018

**GULF COUNTY, FLORIDA – CLERK OF THE CIRCUIT COURT
MANAGEMENT’S RESPONSE TO MANAGEMENT LETTER**

SEPTEMBER 30, 2017

There are no comments which require management’s written response.

BLANK PAGE



Gulf County, Florida Property Appraiser

**Special-Purpose
Financial Statements
September 30, 2017**

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E • Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

**GULF COUNTY, FLORIDA
PROPERTY APPRAISER
SEPTEMBER 30, 2017**

TABLE OF CONTENTS

Independent Auditor's Report	1
Special-Purpose Financial Statements	
Special-Purpose Balance Sheet – General Fund	3
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balances – General Fund	4
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund	5
Notes to Special-Purpose Financial Statements	6
Compliance Section	
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	16
Independent Accountants' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550, <i>Rules of the Auditor General</i>	18
Management Letter	19
Management's Response to Management Letter	21

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITORS' REPORT

To the Honorable Mitch Burke
Gulf County Property Appraiser
Gulf County, Florida

Report on the Financial Statements

We have audited the accompanying fund financial statements of the general fund of the Gulf County, Florida Property Appraiser (the "Appraiser"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the Appraiser's fund financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Independent Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the general fund of the Property Appraiser as of September 30, 2017, 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.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above were prepared solely for the purpose of complying with the Rules of the Auditor General of the State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of the general fund of the Property Appraiser. They do not purport to, and do not, present fairly the financial position of Gulf County, Florida as of September 30, 2017, and the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to these matters.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2018 on our consideration of the Appraiser's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters under the heading "Independent Auditors' Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of The Financial Statements Performed In Accordance With *Government Auditing Standards*". The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 Appraiser's internal control over financial reporting and compliance.

Vance CPA LLC

Vance CPA LLC

June 28, 2018

**GULF COUNTY, FLORIDA
PROPERTY APPRAISER**

**SPECIAL-PURPOSE BALANCE SHEET
GOVERNMENTAL FUNDS**

SEPTEMBER 30, 2017

	<u>General Fund</u>
ASSETS	
Cash and Cash Equivalents	<u>\$ 16,834</u>
Total Assets	<u>16,834</u>
LIABILITIES AND FUND BALANCES	
Liabilities	
Due to Board of County Commissioners	16,834
Accounts payable	<u>—</u>
Total Liabilities	<u>16,834</u>
Fund Balances	<u>—</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 16,834</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
PROPERTY APPRAISER**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS**

YEAR ENDED SEPTEMBER 30, 2017

	General Fund
REVENUES	
Interest and other income	\$ —
Total Revenues	<u>—</u>
EXPENDITURES	
General government	
Personal services	416,998
Operating expenditures	81,156
Capital outlay	<u>—</u>
Total Expenditures	<u>498,153</u>
Excess (deficit) of revenues over (under) expenditures	<u>(498,153)</u>
Other financing sources (uses)	
Transfers from Board of County Commissioners	514,987
Transfers to Board of County Commissioners	<u>(16,834)</u>
Total Other Financing Sources (Uses)	<u>498,153</u>
Net change in fund balances	<u>—</u>
Fund balances - beginning	<u>—</u>
Fund balances - ending	<u>\$ —</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
PROPERTY APPRAISER**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL – GENERAL FUND**

YEAR ENDED SEPTEMBER 30, 2017

	<u>Budget Amounts</u>		<u>Actual</u>	<u>Variance with Final</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Budget Positive</u>
				<u>(Negative)</u>
Revenues:				
Interest and other income	\$ —	\$ —	\$ —	\$ —
Total revenues	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Expenditures:				
General Government				
Personal services	423,507	423,507	416,998	6,509
Operating expenditures	91,481	91,481	81,156	10,325
Capital outlay	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Total expenditures	<u>514,987</u>	<u>514,987</u>	<u>498,153</u>	<u>16,834</u>
Excess (deficit) of revenues over (under) expenditures	<u>(514,987)</u>	<u>(514,987)</u>	<u>(498,153)</u>	<u>16,834</u>
Other financing sources (uses)				
Transfers from BOCC	514,987	514,987	514,987	—
Transfers to BOCC	<u>—</u>	<u>—</u>	<u>(16,834)</u>	<u>(16,834)</u>
Total other financing Sources (uses)	<u>514,987</u>	<u>514,987</u>	<u>498,153</u>	<u>(16,834)</u>
Net change in fund balances	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances - beginning	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances - ending	<u><u>\$ —</u></u>	<u><u>\$ —</u></u>	<u><u>\$ —</u></u>	<u><u>\$ —</u></u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Property Appraiser of Gulf County, Florida is an elected Constitutional Officer of Gulf County pursuant to Article VIII, Section (1) of the *Constitution of the State of Florida*. For financial statement and reporting purposes, the Property Appraiser is a separate constitutional officer as provided for by Chapter 218, Florida Statutes. The Property Appraiser is considered to be a part of the primary government of Gulf County, Florida and the financial information is included in Gulf County's county-wide financial statements.

These special-purpose financial statements include only the balances and activity of the Property Appraiser's office. They have been prepared for the purpose of complying with Section 10.557, *Rules of the Auditor General for Local Government Entity audits*, and are not intended to be a complete presentation of the financial position of the County, or the changes in financial position or where applicable, cash flows, thereof, in conformity with accounting principles generally accepted in the United States of America.

The operations of the Property Appraiser are funded by the Gulf County Board of County Commissioners (Board). The receipts from the Board are recorded as other financing sources on the Property Appraiser's financial statements and as other financing uses on the Board's financial statements. Any excess of revenues and other financial sources received over expenditures are remitted to the Board at year end.

The accounting policies of the Property Appraiser conform to accounting principles generally accepted in the United States of America, as applicable to governments.

B. Basis of Presentation – Fund Accounting

Accounts are organized on the basis of fund types, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures as appropriate. Government resources are allocated to and accounted for in individual funds based on the purpose for which they are to be spent and the means by which spending activities are controlled. The Property Appraiser utilizes the following fund types:

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Governmental Fund Types

General Fund – The general fund is the general operating fund of the Property Appraiser. It is used to account for all financial resources, except for those required to be accounted for in other funds.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements and relates to the timing of the measurements made, regardless of the measurement focus applied.

The accompanying financial statements have been prepared using the modified accrual basis of accounting for governmental funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recorded when the liability is incurred, if measurable, except for principal and interest on long-term obligations which is recorded when due.

The Property Appraiser considers receivable collected within 60 days after year end to be available and susceptible to accrual as revenues of the current year. Charges for services and interest earned are susceptible to accrual.

D. Measurement Focus

The accounting and financial reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. The general fund is accounted for on a spending or “financial flow” measurement focus. This means that generally, only current assets and current liabilities are included in the balance sheet. General fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they present a summary of sources and uses of “available spendable resources” during a period.

E. Budgetary Requirements

Florida Statutes, Chapter 195.087 govern the preparation, adoption and administration of the annual budget of the Property Appraiser. The budget and subsequent budget amendments of the Property Appraiser are submitted to the Florida Department of Revenue (FDOR) for approval. A copy of the budget is also provided to the Board.

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Line item expenditures in excess of budget are authorized to the extent that total expenditures do not exceed the total budgeted expenditures. Budget transfers between appropriation categories (personal services, operating expenditures, capital outlay, and debt service) must be approved by FDOR. Transfers between expenditure items within the same appropriation category do not need approval by FDOR. The budget is prepared on the modified accrual basis of accounting. General fund appropriations lapse at the end of the fiscal year to the extent they have not been expended.

F. Capital Assets

Tangible personal property is recorded as expenditures in the general fund at the time an asset is acquired. Assets acquired by the Property Appraiser are capitalized at cost in the capital asset accounts of the County. The Property Appraiser maintains custodial responsibility for the capital assets used by his office.

G. Liability for Compensated Absences

Permanent full-time employees of the Property Appraiser accrue sick leave based upon pay periods worked and earned vacation time related to length of employment with the Property Appraiser's office. The vacation and sick time must be taken during the year earned and no payment for vacation or sick leave is made at termination.

H. Related Organizations – Common Expenses

Certain expenditures, which are common to the Board and all Constitutional Officers, are reported as expenses of the Board and, therefore, are not budgeted by or allocated to the Tax Collector. These expenses relating to the Property Appraiser's courthouse facilities are:

- Occupancy costs
- Janitorial services
- Utilities (except telephone)
- Property insurance

I. Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make use of estimates that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements, and the reported amount of revenues and expenditures during the reporting period. Actual results could differ from estimates.

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

J. Subsequent Events

The Property Appraiser evaluated subsequent events through June 28, 2018, the date which the financial statements were available to be issued. The Property Appraiser did not have any subsequent events requiring disclosure or recording in these financial statements.

K. Fund Balance

GASB Statement 54 – *Fund Balance Reporting and Governmental Funds Type Definitions* was implemented as of October 1, 2009. This Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Categories for fund balance are as follows; nonspendable, restricted, committed, assigned, and unassigned. For more information, see the County-wide note on fund balance.

NOTE 2 - CASH AND INVESTMENTS

All Property Appraiser depositories are banks designated by the State Treasurer as qualified public depositories. Chapter 280, Florida Statutes “Florida Security for Public Deposits Act” provides procedures for public depositories to insure monies in banks and savings and loans are collateralized with the Treasurer as an agent for the public entities. All Property Appraiser cash consists of checking accounts and interest-bearing time deposits in a local bank.

Investments

The Property Appraiser held no investments at September 30, 2017.

Interest Rate Risk

At September 30, 2017, the Property Appraiser did not hold any investments that were considered to be an interest rate risk.

Credit Risk

At September 30, 2017 the Property Appraiser did not hold any investments that were considered to be a credit risk.

Custodial Risk

At September 30, 2017 the Property Appraiser did not hold any deposits or investments that were considered to be a custodial risk.

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 2 - CASH AND INVESTMENTS - continued

Concentration of Credit Risk

At September 30, 2017 the Property Appraiser did not hold any deposits or investments that were considered to be a credit risk.

NOTE 3 – EMPLOYEE BENEFITS

RETIREMENT PLAN

The Florida Retirement System (FRS) was created by Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree Health Insurance Subsidy (HIS) Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the Property Appraiser are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Park IV, Florida Statutes, Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two costs-sharing, multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statement, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services' Web site (www.dms.myflorida.com)

Plan Description

The Florida Retirement System Pension Plan (FRS Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program (DROP) for eligible employees. The general classes of membership are as follows:

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

- Regular Class – Members of the FRS who do not qualify for membership in the other classes.
- Elected County Officers Class – Members who hold specified elective offices in local government.
- Senior Management Service Class (SMSC) – Members in senior management level positions.
- Special Risk Class – Members who are special risk employees, such as law enforcement officers, meet the criteria to qualify for this class.

Employees enrolled in the FRS Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the FRS Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service, except for members classified as special risk who are eligible for normal retirement benefits at age 55 or at any age after 25 years of service. All members enrolled in the FRS Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service, except for members classified as special risk who are eligible for normal retirement benefits at age 60 or at any age after 30 years of service. Employees enrolled in the FRS Plan may include up to 4 years of credit for military service toward creditable service. The FRS Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The FRS Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the FRS Plan to defer receipt of monthly benefit payments while continuing employment with an FRS participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

Benefits Provided

Benefits under the FRS Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned.

Members are eligible for in-line-of-duty or regular disability and survivors' benefits.

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. FRS Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Detailed information about the County's proportionate share of FRS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

Plan Description

The Retiree Health Insurance Subsidy Program (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

Benefits Provided

For the fiscal year ended June 30, 2017, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Detailed information about the County's proportionate share of HIS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

The Florida State Board of Administration (SBA) administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. Property Appraiser employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected County Officer, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.04 percent of payroll and by forfeited benefits of plan members.

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the member

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Non-vested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2017, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the Property Appraiser.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these operations. Disability coverage is provided; the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

Participating employer contributions are based upon statewide rates established by the State of Florida. The Property Appraiser's contributions made to the plans during the years ended September 30, 2017, 2016, and 2015 were \$60,293, \$58,935, and \$58,498 respectively, equal to the actuarially determined contribution requirements for each year. Additional information about pension plans can be found in the County's annual financial statements.

NOTE 4 – RISK MANAGEMENT

The Property Appraiser is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors or omissions; injuries to employees and the public; or damage to property of others. The Property Appraiser participates in the risk management program through the Gulf County Board of County Commissioners, which uses commercial insurance to cover certain risks from loss.

The Board obtained commercial insurance against losses for the following types of risk:

- Real and personal property damage
- Public employee's bond
- Workers' compensation
- General and automobile liability

COMPLIANCE SECTION

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

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

To the Honorable Mitch Burke
Gulf County Property Appraiser
Gulf County, Florida

We have audited the accompanying special-purpose financial statements of the general fund of the Gulf County, Florida, Property Appraiser, as of and for the year ended September 30, 2017, and have issued our report thereon dated April 28, 2017, which describes that such special-purpose financial statements have been prepared for the purpose of complying with section 218.39, *Florida Statutes*, and Chapter 10.577(3), *Rules of the Auditor General for Local Government Entity Audits*. We conducted our audit 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.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Property Appraiser's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Property Appraiser'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 a 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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and other matters

As part of obtaining reasonable assurance about whether the Property Appraiser's special-purpose financial statements are free of material misstatement, we 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 special-purpose 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 or other matters that are required to be reported under *Government Auditing Standards*.

Pursuant to provisions of Chapter 10.550, *Rules of the Auditor General*, we reported certain matters to management of the Property Appraiser in a separate management letter and Independent Accountant's Report dated June 28, 2018.

Purpose of this Report

This report is intended solely for the information and use of the Property Appraiser, management, the Board of County Commissioners and the State of Florida Office of the Auditor General, and appropriate federal and state awarding agencies entities and is not intended to be and should not be used by anyone other than these specified parties.

Vance CPA LLC

Vance CPA LLC
June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITORS' REPORT ON EXAMINATION OF COMPLIANCE REQUIREMENTS IN ACCORDANCE WITH CHAPTER 10.550, RULES OF THE AUDITOR GENERAL

To the Honorable Mitch Burke
Gulf County Property Appraiser
Gulf County, Florida

We have examined the Office of the Property Appraiser' of Gulf County, Florida's (hereinafter referred to as the "Property Appraiser") compliance with Florida Statute 218.415 in regards to investments for the year ended September 30, 2017.

Management is responsible for the Property Appraiser's compliance with those requirements. Our responsibility is to express an opinion on the Property Appraiser's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Property Appraiser's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Property Appraiser's compliance with specified requirements.

In our opinion, the Property Appraiser complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2017.

Vance CPA LLC

Vance CPA LLC

June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S MANAGEMENT LETTER

To the Honorable Mitch Burke
Gulf County Property Appraiser
Gulf County, Florida

Report on the Financial Statements

We have audited the financial statements of the general fund of the Office of the Property Appraiser of Gulf, County, Florida (hereinafter referred to as the "Property Appraiser"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, and have issued our report thereon dated June 28, 2018.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

Other Reports

We have issued our Independent Auditors' Report on Internal Control Over financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountants' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550 Rules of Auditor General. Disclosures in those reports, which are dated June 28, 2018, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. No recommendations were made in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. The Property Appraiser was established by the Constitution of the State of Florida, Article VIII, Section 1 (d). The Property Appraiser has no component units.

Other Matters

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554 (1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, the Property Appraiser, Gulf County Board of County Commissioners, and applicable management and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Vance CPA LLC". The script is cursive and fluid.

Vance CPA LLC
June 28, 2018

**GULF COUNTY, FLORIDA - PROPERTY APPRAISER
MANAGEMENT'S RESPONSE TO MANAGEMENT LETTER**

SEPTEMBER 30, 2017

There are no comments which require management's written response.

BLANK PAGE



Gulf County, Florida Sheriff

**Special-Purpose
Financial Statements
September 30, 2017**

Vance CPA, LLC

Certified Public Accountant
219-B Avenue E • Apalachicola, FL 32320
Tel. (888) 531-6408 • Fax (866) 406-7422

**GULF COUNTY SHERIFF
SEPTEMBER 30, 2017**

TABLE OF CONTENTS

Independent Auditor's Report	1
Special-Purpose Financial Statements	
Special-Purpose Balance Sheet – Governmental Funds	3
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds	4
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund	5
Statement of Fiduciary Assets and Liabilities – Agency Funds	6
Notes to Special-Purpose Financial Statements	7
Compliance Section	
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	21
Schedule of Findings and Responses	23
Independent Auditors' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550, <i>Rules of the Auditor General</i>	24
Management Letter	25
Management's Response to Management Letter	27

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITORS' REPORT

To the Honorable Mike Harrison
Gulf County Sheriff
Gulf County, Florida

Report on the Financial Statements

We have audited the accompanying fund financial statements of the general fund and the aggregate remaining fund information of the Gulf County, Florida Sheriff (the "Sheriff"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the Sheriff's fund financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Independent Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the general fund and the aggregate remaining fund information of the Sheriff as of September 30, 2017, 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.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above have been prepared for the purpose of complying with the Rules of the Auditor General, State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of each major fund, and aggregate remaining fund information, only for that portion of the major funds, and the aggregate remaining fund information, of Gulf County, Florida that is attributable to the Sheriff. They do not purport to, and do not, present fairly the financial position of Gulf County, Florida as of September 30, 2017, and the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to these matters.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2018 and on our consideration of the Sheriff's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters under the heading "Independent Auditors' Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of The Financial Statements Performed In Accordance With *Government Auditing Standards*". The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 Sheriff's internal control over financial reporting and compliance.

Vance CPA LLC

Vance CPA LLC

June 28, 2018

**GULF COUNTY, FLORIDA
SHERIFF**

**SPECIAL-PURPOSE BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2017**

	<u>General Fund</u>
ASSETS	
Cash and Cash Equivalents	\$ 276,811
Due from Board of County Commissioners	30,932
Due from other Government	9,583
Total Assets	<u>317,326</u>
LIABILITIES AND FUND BALANCES	
Liabilities	
Accounts payable and accrued expenses	317,091
Due to Board of County Commissioners	235
Total Liabilities	<u>317,326</u>
Fund Balances	
Restricted For:	
Public Safety	<u>—</u>
Total Fund Balances	<u>—</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 317,326</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
SHERIFF**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS**

YEAR ENDED SEPTEMBER 30, 2017

	<u>General Fund</u>
REVENUES	
Charges for services	\$ 181,000
Intergovernmental revenue	22,930
Interest and other miscellaneous income	15,077
Total Revenues	<u>219,007</u>
EXPENDITURES	
Public Safety	
Personal services	2,191,325
Operating expenditures	410,116
Capital outlay	288,663
Total Expenditures	<u>2,890,104</u>
Excess (deficit) of revenues over (under) expenditures	<u>(2,671,097)</u>
Other financing sources (uses)	
Sale of capital assets	16,330
Transfers from BOCC	2,655,002
Transfers in from other funds	—
Transfers to BOCC	(235)
Transfers out to other funds	—
Total Other Financing Sources (Uses)	<u>2,671,097</u>
Net change in fund balances	—
Fund balances - beginning	—
Fund balances - ending	<u><u>\$ —</u></u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
SHERIFF**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL – GENERAL FUND**

YEAR ENDED SEPTEMBER 30, 2017

	<u>Budget Amounts</u>		<u>Actual</u>	<u>Variance with Final</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Budget Positive</u> <u>(Negative)</u>
Revenues:				
Charges for services	\$ 181,000	\$ 181,000	\$ 181,000	\$ —
Intergovernmental revenue	—	22,930	22,930	—
Interest and other income	—	15,077	15,077	—
Total revenues	<u>181,000</u>	<u>219,007</u>	<u>219,007</u>	<u>—</u>
Expenditures:				
Public Safety				
Personal services	2,336,884	2,332,578	2,191,325	141,253
Operating expenditures	378,924	406,854	410,116	(3,262)
Capital outlay	111,992	150,907	288,663	(137,756)
Total expenditures	<u>2,827,800</u>	<u>2,890,339</u>	<u>2,890,104</u>	<u>235</u>
Excess (deficit) of revenues over (under) expenditures	<u>(2,646,800)</u>	<u>(2,671,332)</u>	<u>(2,671,097)</u>	<u>235</u>
Other financing sources (uses)				
Sale of capital assets	—	16,330	16,330	—
Transfers from BOCC	2,656,800	2,655,002	2,655,002	—
Transfers out to other funds	(10,000)	—	—	—
Transfers to BOCC	—	—	(235)	(235)
Total other financing Sources (uses)	<u>2,646,800</u>	<u>2,671,332</u>	<u>2,671,097</u>	<u>(235)</u>
Net change in fund balances	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
SHERIFF**

**STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES
AGENCY FUND**

SEPTEMBER 30, 2017

	<u>Individual Depository</u>
ASSETS	
Cash and Cash Equivalents	\$ 560
Accounts receivable (net)	<u>5,380</u>
Total Assets	<u>\$ 5,940</u>
LIABILITIES AND FUND BALANCES	
Liabilities	
Due to individuals	560
Due to Board of County Commissioners	<u>5,380</u>
Total Liabilities	<u>\$ 5,940</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Sheriff of Gulf County, Florida is an elected Constitutional Officer of Gulf County pursuant to Article VIII, Section (1) of the *Constitution of the State of Florida*. For financial statement and reporting purposes, the Sheriff is a separate constitutional officer as provided for by Chapter 218, Florida Statutes. The Sheriff is considered to be a part of the primary government of Gulf County, Florida and the financial information is included in Gulf County's county wide financial statements.

These special-purpose financial statements include only the balances and activity of the Sheriff's office. They have been prepared for the purpose of complying with Section 10.557, *Rules of the Auditor General for Local Government Entity Audits*, and are not intended to be a complete presentation of the financial position of the County, or the changes in financial position or where applicable, cash flows, thereof, in conformity with accounting principles generally accepted in the United States of America.

The Gulf County Board of County Commissioners (Board) funds a portion or, in certain instances, all of the operating budgets of the County's Constitutional Officers except obligations specified under Florida Statutes Chapter 29. The payments by the Board to fund the operations of the Constitutional Officers are recorded as transfers out on the financial statements of the Board and as transfers from the Board on the financial statements of the Constitutional Officers. Repayments to the Board are recorded as transfers out on the financial statements of the Constitutional Officers and as transfers in on the financial statements of the Board.

The accounting policies of the Sheriff conform to accounting principles generally accepted in the United States of America, as applicable to governments.

B. Basis of Presentation – Fund Accounting

Accounts are organized on the basis of fund types, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures as appropriate. Government resources are allocated to and accounted for in individual funds based on the purpose for which they are to be spent and the means by which spending activities are controlled. The Sheriff utilizes the following fund types:

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Governmental Fund Types

General Fund – The general fund is the general operating fund of the Sheriff. It is used to account for all financial resources, except those required to be accounted for in other funds.

Special Revenue Funds – Special revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. The Sheriff reports the following special revenue funds in the financial statements under the title “Nonmajor-Fund.”

Forfeiture Fund - Used to account for revenues and expenditures relating to various forfeitures.

Fiduciary Fund Types

Agency Funds – The agency funds are used to account for assets held by the Sheriff as an agent for individuals, private organizations, and other governments. Agency funds are custodial in nature and do not involve measurement of changes in financial position.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements and relates to the timing of the measurements made, regardless of the measurement focus applied.

The accompanying financial statements have been prepared using the modified accrual basis of accounting for governmental funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recorded when the liability is incurred, if measurable, except for principal and interest on long-term obligations which is recorded when due.

The Sheriff considers receivables collected within 60 days after year end to be available and susceptible to accrual as revenues in the current year. Charges for services and interest are susceptible to accrual.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Measurement Focus

The accounting and financial reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. This means that generally, only current assets and current liabilities are included in the balance sheet. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they present a summary of sources and uses of “available spendable resources” during a period.

E. Budgets and Budgetary Accounting

Florida Statutes Chapter 30.49 governs the preparation, adoption, and administration of the Sheriff’s annual budget. Expenditures, other than those for certain agency funds, are controlled by appropriations in accordance with the budget requirements set forth in Florida Statutes. Budgets are adopted for governmental and special revenue funds. Budgetary control is exercised at the fund level. Budgetary changes within the fund are made at the discretion of the Sheriff. Appropriations lapse at the end of the fiscal year to the extent they have not been expended.

The annual budgetary data reported for governmental fund types are adopted on a basis consistent with accounting principles generally accepted in the United States of America and represent the Sheriff’s adopted budget, the original appropriation ordinance, and budget amendments approved by the Sheriff or as adopted by the Board.

F. Cash and Cash Equivalents

The Sheriff considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

G. Capital Assets

The Sheriff is accountable for maintaining capital asset records pertaining to machinery and equipment used in his operations. The Board holds legal title for real property used by the Sheriff and is therefore accountable for such assets under Florida Law.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Capital assets purchased in the governmental fund types are recorded as expenditures (capital outlay) at the time of purchase. Assets acquired by the Sheriff are reported as capital assets in the statement of net assets as part of the basic financial statement for Gulf County. Donated and confiscated capital assets are recorded in the County's statement of net assets at fair value at the date of receipt. Capital assets are depreciated using the straight-line method of depreciation over the estimated useful lives of the assets, which is generally 5 to 7 years. Depreciation expense is recorded in the statement of activities in the government-wide financial statements of the County.

H. Liability for Compensated Absences

The Sheriff accrues a liability for employees' rights to receive a compensation for future absences when certain conditions are met. The Sheriff does not, nor is he legally required to, accumulate expendable available resources to liquidate this obligation. Accordingly the liability for the compensated absences is not reported in the governmental funds. However, the current and long-term portion of the liability for compensated absences is reported at the county wide financial statement level.

I. Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make use of estimates that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements, and the reported amount of revenues and expenditures during the reporting period. Actual results could differ from estimates.

J. Related Organizations – Common Expenses

Certain expenditures, which are common to the Board and all Constitutional Officers, are reported as expenses of the Board and, therefore, are not budgeted by or allocated to the Sheriff. These expenses relating to the Sheriff's courthouse facilities are:

- Occupancy costs
- Janitorial services
- Utilities (except telephone)
- Property insurance

**GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

K. Subsequent Events

The Sheriff evaluated subsequent events through June 28, 2018, the date which the financial statements were available to be issued. The Sheriff did not have any subsequent events requiring disclosure or recording in these financial statements.

L. Fund Balance

GASB Statement 54 – *Fund Balance Reporting and Governmental Funds Type Definitions* was implemented as of October 1, 2009. This Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Categories for fund balance are as follows: nonspendable, restricted, committed, assigned, and unassigned. For more information, see the County-wide note on fund balance.

NOTE 2 - CASH AND INVESTMENTS

All Sheriff depositories are banks designated by the State Treasurer as qualified public depositories. Chapter 280, Florida Statutes “Florida Security for Public Deposits Act” provides procedures for public depositories to insure monies in banks and savings and loans are collateralized with the Treasurer as an agent for the public entities. All Sheriff cash consists of checking accounts and interest-bearing time deposits in a local bank.

The Sheriff held no investments at September 30, 2017.

Interest Rate Risk

At September 30, the Sheriff did not hold any investments that were considered to be an interest rate risk.

Credit Risk

At September 30, the Sheriff did not hold any investments that were considered to be a credit risk.

Custodial Risk

At September 30, the Sheriff did not hold any deposits or investment that was considered to be a custodial risk.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 2 - CASH AND INVESTMENTS – (continued)

Concentration of Credit Risk

At September 30, 2017, the Sheriff did not hold any investments that were considered to be a concentration of credit risk.

NOTE 3 – CAPITAL ASSETS

The Sheriff maintains recordkeeping and custodial responsibility for certain tangible capital assets used by his office. These special-purpose financial statements do not include capital assets and the related depreciation in the governmental fund financial statements. The following information is reported as a component of the County's government-wide financial statements.

	<u>Balance</u> <u>9/30/2016</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>9/30/2017</u>
Vehicles, equipment and furniture \$	1,282,638	\$ 302,162	\$ (132,716)	\$ 1,452,084
Accumulated depreciation	<u>(829,653)</u>	<u>(197,670)</u>	<u>123,715</u>	<u>(903,608)</u>
Total	<u>\$ 452,985</u>	<u>\$ 104,492</u>	<u>\$ (9,001)</u>	<u>\$ 548,476</u>

Depreciation expense for the year ended September 30, 2017 was \$197,670 computed on the straight-line method over the estimated useful lives of the assets, which is generally 3 to 7 years.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 4 – EMPLOYEE BENEFITS

RETIREMENT PLAN

The Florida Retirement System (FRS) was created by Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree Health Insurance Subsidy (HIS) Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the Sheriff are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes, Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two costs-sharing, multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statement, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services' Web site (www.dms.myflorida.com)

Plan Description

The Florida Retirement System Pension Plan (FRS Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program (DROP) for eligible employees. The general classes of membership are as follows:

- Regular Class – Members of the FRS who do not qualify for membership in the other classes.
- Elected County Officers Class – Members who hold specified elective offices in local government.
- Senior Management Service Class (SMSC) – Members in senior management level positions.
- Special Risk Class – Members who are special risk employees, such as law enforcement officers, meet the criteria to qualify for this class.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 4 – EMPLOYEE BENEFITS (continued)

Employees enrolled in the FRS Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the FRS Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service, except for members classified as special risk who are eligible for normal retirement benefits at age 55 or at any age after 25 years of service. All members enrolled in the FRS Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service, except for members classified as special risk who are eligible for normal retirement benefits at age 60 or at any age after 30 years of service. Employees enrolled in the FRS Plan may include up to 4 years of credit for military service toward creditable service. The FRS Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The FRS Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the FRS Plan to defer receipt of monthly benefit payments while continuing employment with an FRS participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided

Benefits under the FRS Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 4 – EMPLOYEE BENEFITS (continued)

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. FRS Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Detailed information about the County's proportionate share of FRS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

Plan Description

The Retiree Health Insurance Subsidy Program (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided

For the fiscal year ended June 30, 2017, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Detailed information about the County's proportionate share of HIS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

The Florida State Board of Administration (SBA) administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 4 – EMPLOYEE BENEFITS (continued)

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. Sheriff employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected County Officer, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.04 percent of payroll and by forfeited benefits of plan members.

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Non-vested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2017, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the Sheriff.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these operations. Disability coverage is provided; the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 4 – EMPLOYEE BENEFITS (continued)

Participating employer contributions are based upon statewide rates established by the State of Florida. The Sheriff's contributions made to the plans during the years ended September 30, 2017, 2016, and 2015 were \$318,449, \$295,175, and \$264,027 respectively, equal to the actuarially determined contribution requirements for each year. Additional information about pension plans can be found in the County's annual financial statements.

NOTE 5 – CHANGES IN LONG-TERM OBLIGATIONS

	<u>Balance</u>			<u>Balance</u>
	<u>9/30/2016</u>	<u>Additions</u>	<u>Deductions</u>	<u>9/30/2017</u>
Accrued compensated absences	211,445	245,942	(205,509)	251,878
Total long-term debt	<u>\$ 211,445</u>	<u>\$ 245,942</u>	<u>\$ (205,509)</u>	<u>\$ 251,878</u>

Accrued compensated absences represent the vested portion of accrued vacation, sick leave, and compensated time. See note 1 for a summary of the Sheriff's policy regarding compensated absences.

NOTE 6 – INTERLOCAL AGREEMENTS

The Sheriff has an interlocal agreement with the City of Wewahitchka, whereby personnel from the Gulf County Sheriff's office provide law enforcement services to the City of Wewahitchka. As consideration the Board of County Commission receives payments of \$33,600 annually from the City which is used by the Board to fund the Sheriff's annual budget.

The Gulf County Sheriff has a service agreement with the City of Port St. Joe Police Department, hereby the Gulf County Sheriff provides all dispatching services required within the City of Port St. Joe. The City of Port St. Joe pays the Gulf County Sheriff the sum of \$16,500 per quarter, in consideration of these services. The Sheriff received \$66,000 for the year ended September 30, 2017.

The Sheriff has an interlocal agreement with the Gulf County School Board (District), whereby the Sheriff provides School Resource Officers to the district. As consideration the Sheriff receives payments of \$9,583 per month from the District. The Sheriff received \$115,000 for the year ended September 30, 2017.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 7 – RISK MANAGEMENT

The Sheriff participates in the Florida Sheriff Self-Insurance Fund, which is considered a public entity risk pool which purchases insurance policies on behalf of its members. The pool's members are not obligated for risk associated with such coverage. Coverage under these programs include; general liability, public employees blanket bond, automobiles and money and securities coverage.

The Sheriff provides for workers' compensation coverage under a retrospectively rated commercial insurance policy through the Board. Premiums are accrued based on the ultimate cost to – date of the Sheriff's experience for this type of risk.

The Sheriff has determined that it was not economically justifiable to carry comprehensive coverage on all vehicles. The Sheriff evaluates vehicles by age and condition to determine if comprehensive coverage is feasible, otherwise the Sheriff carries liability insurance on the aforementioned vehicles.

In addition, the Sheriff participates in the Florida Self-Insurance Fund for risks related to professional liability and public officials' coverage. The funding agreement provides that the liability fund will be self-sustaining through member premiums and that it will reinsure through commercial companies. Aggregate coverage provided by the liability fund is \$5,000,000 for professional liability and \$5,000,000 for public officials' coverage.

NOTE 8 – POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS

In accordance with Florida Statutes Section 112.0801, the Sheriff participates with Gulf County in offering retiring employees the opportunity to continue participating in the group insurance plan. Retirees who do not choose to continue participation lose eligibility to participate in the future.

Retirees and their eligible dependents shall be offered the same health and hospitalization insurance coverage as is offered to active employees at a premium cost of no more than the premium cost applicable to active employees. The County subsidizes the premium rates paid by the retirees by allowing them to participate in the plan at blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the plan on average than those of active employees. No stand alone report is issued for this plan.

The details of the plan, methodology, and costs are more fully described in the Gulf County Notes to the Financial Statements.

GULF COUNTY, FLORIDA - SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 9 – COMMITMENTS AND CONTINGENCIES

Litigation – From time to time, the Sheriff is involved as a defendant or plaintiff in certain litigation and claims arising from the ordinary course of operations. It is reasonably possible that the liability for known and unknown claims existing at the balance sheet date may be material. However, the responsibility for such claims is with the County's Risk Management Program. Accordingly, no contingent liabilities have been accrued in the accompanying financial statements.

Grants – The Sheriff is the recipient of grants that are subject to special compliance requirements and audits by the grantor agencies that may result in disallowed expense amount. These amounts constitute a contingent liability of the Sheriff. The Sheriff does not believe any contingent liabilities, if any, to be material to the financial statements.

COMPLIANCE SECTION

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

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

To the Honorable Mike Harrison
Gulf County Sheriff
Gulf County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial statements contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the fund financial statements of the general fund and the aggregate remaining fund information of the **Gulf County, Florida Sheriff** (the "Sheriff"), as of and for the year ended September 30, 2017, which collectively comprise the Sheriff's fund financial statements and have issued our report thereon dated June 28, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Sheriff's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Sheriff's internal control. Accordingly, we do not express an opinion on the effectiveness of the Sheriff'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 a 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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section 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 have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and responses that we consider to be material weaknesses. (2017-001)

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Sheriff's financial statements are free of material misstatement, we 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 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 or other matters that are required to be reported under *Government Auditing Standards*.

Response to Findings

The Sheriff's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The Sheriff's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express non opinion on it.

Pursuant to provisions of Chapter 10.550, *Rules of the Auditor General*, we reported certain matters to management of the Sheriff in a separate management letter and Independent Accountant's Report dated June 28, 2018.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Sheriff'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.



Vance CPA LLC
June 28, 2018

GULF COUNTY, FLORIDA - SHERIFF FINDINGS AND RESPONSES

SEPTEMBER 30, 2017

2017-001 (Prior year 2016-001, 2015-001, 2014-001, 13-01, 12-01 and 11-01) Lack of Segregation of duties – Separation of certain accounting and administrative duties among employees, which is recommended as an effective internal control procedure, was not adequate. The limited number of employees precludes proper segregation of duties in the Sheriff's office. We recommend that in the absence of the ability to hire additional employees, that mitigating procedures including additional oversight with regard to certain duties be performed regularly to reduce the risks caused by this lack of segregation of duties.

Management's response – Due to the limited number of employees, it is virtually impossible to maintain complete separation of accounting and administrative duties among employees. However, every effort is being made to accomplish effective internal procedures.

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S REPORT ON EXAMINATION OF COMPLIANCE REQUIREMENTS IN ACCORDANCE WITH CHAPTER 10.550, RULES OF THE AUDITOR GENERAL

To the Honorable Mike Harrison
Gulf County Sheriff
Gulf County, Florida

We have examined the Office of the Sheriff of Gulf County, Florida's (hereinafter referred to as the "Sheriff") compliance with Florida Statute 218.415 in regards to investments for the year ended September 30, 2017.

Management is responsible for the Sheriff's compliance with those requirements. Our responsibility is to express an opinion on the Sheriff's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Sheriff's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Sheriff's compliance with specified requirements.

In our opinion, the Sheriff complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2017.

Vance CPA LLC

Vance CPA LLC

June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S MANAGEMENT LETTER

To the Honorable Mike Harrison
Gulf County Sheriff
Gulf County, Florida

Report on the Financial Statements

We have audited the financial statements (hereinafter referred to as "financial statements") of the general fund and the aggregate remaining fund information of the Office of the Sheriff of Gulf County, Florida (hereinafter referred to as "Sheriff"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, and have issued our report thereon dated June 28, 2018.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

Other Reports

We have issued our Independent Auditors' Report on Internal Control Over financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountants' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550 Rules of Auditor General. Disclosures in those reports, which are dated June 28, 2018, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Corrective actions have been taken to the extent considered necessary, other than for those comments repeated in the 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*.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. The Sheriff was established by the Constitution of the State of Florida, Article VIII, Section 1 (d). The Sheriff has no component units.

Other Matters

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554 (1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, the Sheriff, Gulf County Board of County Commissioners, and applicable management and is not intended to be and should not be used by anyone other than these specified parties.



Vance CPA LLC
June 28, 2018

**GULF COUNTY, FLORIDA – SHERIFF
MANAGEMENT’S RESPONSE TO MANAGEMENT LETTER**

SEPTEMBER 30, 2017

See management’s response in the schedule of findings and responses.

BLANK PAGE



Gulf County, Florida Supervisor of Elections

**Special-Purpose
Financial Statements
September 30, 2017**

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E • Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

**GULF COUNTY SUPERVISOR OF ELECTIONS
SEPTEMBER 30, 2017**

TABLE OF CONTENTS

Independent Auditor's Report	1
Special-Purpose Financial Statements	
Special-Purpose Balance Sheet – General Fund	3
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balances – General Fund	4
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund	5
Notes to Special-Purpose Financial Statements	6
Compliance Section	
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	17
Independent Auditors' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550, <i>Rules of the Auditor General</i>	19
Management Letter	20
Management's Response to Management Letter	22

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITORS' REPORT

To the Honorable John M. Hanlon
Gulf County Supervisor of Elections
Gulf County, Florida

Report on the Financial Statements

We have audited the accompanying fund financial statements of the general fund of the Gulf County, Supervisor of Elections, as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the Supervisor of Election's fund financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Independent Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the general fund of the Supervisor of Elections as of September 30, 2017, 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.

Emphasis of Matters

As discussed in Note 1 to the financial statements, the financial statements referred to above were prepared solely for the purpose of complying with the Rules of the Auditor General of the State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of that portion of the general fund attributable solely to the operations of the Supervisor of Elections. They do not purport to, and do not, present fairly the financial position of Gulf County, Florida, as of September 30, 2017, and the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2018 on our consideration of the Supervisor of Election's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters under the heading "Independent Auditors' Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of The Financial Statements Performed In Accordance With *Government Auditing Standards*". The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 Supervisor of Election's internal control over financial reporting and compliance.

Vance CPA LLC

Vance CPA LLC
June 28, 2018

**GULF COUNTY, FLORIDA
SUPERVISOR OF ELECTIONS**

**SPECIAL-PURPOSE BALANCE SHEET
GENERAL FUND
SEPTEMBER 30, 2017**

	<u>General Fund</u>
ASSETS	
Cash and Cash Equivalents	<u>\$ 23,397</u>
Total Assets	<u>23,397</u>
LIABILITIES AND FUND BALANCES	
Liabilities	
Accounts Payable	13,881
Due to Board of County Commissioners	<u>9,516</u>
Total Liabilities	<u>23,397</u>
Fund Balances	<u>—</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 23,397</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
SUPERVISOR OF ELECTIONS**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
GENERAL FUND**

YEAR ENDED SEPTEMBER 30, 2017

	<u>General Fund</u>
REVENUES	
Intergovernmental	\$ 23,634
Other revenue	<u>211</u>
Total Revenues	<u>23,845</u>
EXPENDITURES	
General government	
Personal services	220,573
Operating expenditures	<u>104,142</u>
Total Expenditures	<u>324,715</u>
Excess (deficit) of revenues over (under) expenditures	<u>(300,870)</u>
Other financing sources (uses)	
Transfers from Board of County Commissioners	310,386
Transfers to Board of County Commissioners	<u>(9,516)</u>
Total Other Financing Sources (Uses)	<u>300,870</u>
Net change in fund balances	<u>—</u>
Fund balances - beginning	<u>—</u>
Fund balances - ending	<u><u>\$ —</u></u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
SUPERVISOR OF ELECTIONS**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL – GENERAL FUND**

YEAR ENDED SEPTEMBER 30, 2017

	Budget Amounts		Actual	Variance with Final
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Budget Positive (Negative)</u>
Revenues:				
Intergovernmental	\$ —	\$ —	\$ 23,634	\$ 23,634
Other revenue	—	—	211	211
Total revenues	<u>—</u>	<u>—</u>	<u>23,845</u>	<u>23,845</u>
Expenditures:				
General government				
Personal services	225,000	225,000	220,573	4,427
Operating expenditures	<u>96,354</u>	<u>96,354</u>	<u>104,142</u>	<u>(7,788)</u>
Total general government	<u>321,354</u>	<u>321,354</u>	<u>324,715</u>	<u>(3,361)</u>
Capital Outlay				
Equipment	<u>7,500</u>	<u>7,500</u>	<u>—</u>	<u>7,500</u>
Total capital outlay	<u>7,500</u>	<u>7,500</u>	<u>—</u>	<u>7,500</u>
Total expenditures	<u>328,854</u>	<u>328,854</u>	<u>324,715</u>	<u>4,139</u>
Excess (deficit) of revenues over (under) expenditures	<u>(328,854)</u>	<u>(328,854)</u>	<u>(300,870)</u>	<u>27,984</u>
Other financing sources (uses)				
Transfers from Board of County Commissioners	328,854	328,854	310,386	(18,468)
Commissioners	<u>—</u>	<u>—</u>	<u>(9,516)</u>	<u>(9,516)</u>
Total other financing Sources (uses)	<u>328,854</u>	<u>328,854</u>	<u>300,870</u>	<u>(27,984)</u>
Net change in fund balances	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances - beginning	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances - ending	<u><u>\$ —</u></u>	<u><u>\$ —</u></u>	<u><u>\$ —</u></u>	<u><u>\$ —</u></u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Supervisor of Elections of Gulf County, Florida is an elected Constitutional Officer of Gulf County pursuant to Article VIII, Section (1) of the *Constitution of the State of Florida*. For financial statement and reporting purposes, the Supervisor of Elections is a separate constitutional officer as provided for by Chapter 218, Florida Statutes. The Supervisor of Elections is considered to be a part of the primary government of Gulf County, Florida and her financial information is included in Gulf County's county-wide financial statements.

These special-purpose financial statements include only the balances and operations of the Supervisor of Elections office. They have been prepared for the purpose of complying with Section 10.557, *Rules of the Auditor General for Local Government Entity Audits*, and are not intended to be a complete presentation of the financial position of the County, or the changes in financial position or where applicable, cash flows, thereof, in conformity with accounting principles generally accepted in the United States of America.

The operations of the Supervisor of Elections are funded by the Board. The receipts from the Board are recorded as other financing sources on the Supervisor of Elections' financial statements and as other financing uses on the Board's financial statements. Any excess of revenues and other financing sources received over expenditures are remitted to the Board at year end.

The accounting policies of the Supervisor of Elections conform to accounting principles generally accepted in the United States of America as applicable to governments.

B. Basis of Presentation

Accounts are organized on the basis of fund types, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures as appropriate. Government resources are allocated to and accounted for in individual funds based on the purpose for which they are to be spent and the means by which spending activities are controlled. The Supervisor of Elections utilizes the following fund type:

**GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Governmental Fund Type

General Fund – The general fund is the general operating fund of the Supervisor of Elections. It is used to account for all financial resources, except those required to be accounted for in other funds.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements and relates to the timing of the measurements made, regardless of the measurement focus applied.

The accompanying financial statements have been prepared using the modified accrual basis of accounting for governmental funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recorded when the liability is incurred, if measurable, except for principal and interest on long-term obligations which is recorded when due.

The Supervisor of Elections considers receivables collected within 60 days after year end to be available and susceptible to accrual as revenues of the current year. Charges for services and interest earned are susceptible to accrual.

D. Measurement Focus

The accounting and financial reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. The general fund is accounted for on a spending or “financial flow” measurement focus. This means that generally, only current assets and current liabilities are included in the balance sheet. General fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly they present a summary of sources and uses of “available spendable resources” during a period.

**GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Budgets Requirements

General governmental revenue and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with the Florida Statutes. An annual budget is prepared by the Supervisor of Elections and adopted by the Board for the general fund. Florida Statutes Chapter 129.201 governs the preparation, adoption, and administration of the Supervisor of election's annual budget.

The Supervisor of Elections' annual budget is monitored at varying levels of classification detail. However, for purposes of budgetary control, expenditures cannot legally exceed the total annual budget appropriations at the individual fund level. All appropriations lapse at year-end.

Budget to actual comparisons are provided in the financial statements for the general fund. All budget amounts presented in the accompanying financial statements have been adjusted for legally authorized amendments of the annual budget for the year. Budgets are prepared on the modified accrual basis of accounting.

F. Capital Assets

Tangible personal property is recorded as expenditures in the general fund at the time an asset is acquired. Assets acquired by the Supervisor of Elections are capitalized at cost in the capital asset accounts of the County. The Supervisor of Elections maintains custodial responsibility for the capital assets used by the office.

G. Liability for Compensated Absences

Permanent full-time employees of the Supervisor of Elections accrue sick and annual leave based on pay period worked and must be taken during the fiscal year earned. No payment for vacation or sick leave is made at termination.

**GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

H. Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make use of estimates that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements, and the reported amount of revenues and expenditures during the reporting period. Actual results could differ from estimates.

I. Subsequent Events

Supervisor of Elections evaluated subsequent events through June 28, 2018, the date which the financial statements were available to be issued. The Supervisor of Elections did not have any subsequent events requiring disclosure or recording in these financial statements.

J. Fund Equity

GASB Statement 54 – *Fund Balance Reporting and Governmental Funds Type Definitions* was implemented as of October 1, 2009. This Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Categories for fund balance are as follows: nonspendable, restricted, committed, assigned, and unassigned. For more information, see the County-wide note on fund balance.

NOTE 2 - CASH AND INVESTMENTS

All Supervisor of Elections depositories are banks designated by the State Treasurer as qualified public depositories. Chapter 280, Florida Statutes “Florida Security for Public Deposits Act” provides procedures for public depositories to insure monies in banks and savings and loans are collateralized with the Treasurer as an agent for the public entities. All Supervisor of Elections cash consists of checking accounts and interest-bearing time deposits in a local bank.

The Supervisor of Elections held no investments at September 30, 2017.

Interest Rate Risk

At September 30, the Supervisor of Elections did not hold any investments that were considered to be an interest rate risk.

**GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 2 - CASH AND INVESTMENTS (continued)

Credit Risk

At September 30, the Supervisor of Elections did not hold any investments that were considered to be a credit risk.

Custodial Risk

At September 30, the Supervisor of Elections did not hold any deposits or investment that were considered to be a custodial risk.

Concentration of Credit Risk

At September 30, 2017, the Supervisor of Elections did not hold any investments that were considered to be a concentration of credit risk.

NOTE 3 - EMPLOYEE BENEFITS

RETIREMENT PLAN

The Florida Retirement System (FRS) was created by Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree Health Insurance Subsidy (HIS) Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the Supervisor of Elections are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Park IV, Florida Statutes, Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services,

GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS

NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 3 - EMPLOYEE BENEFITS (continued)

Division of Retirement, and consists of the two costs-sharing, multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statement, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services' Web site (www.dms.myflorida.com)

Plan Description

The Florida Retirement System Pension Plan (FRS Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program (DROP) for eligible employees. The general classes of membership are as follows:

- Regular Class – Members of the FRS who do not qualify for membership in the other classes.
- Elected County Officers Class – Members who hold specified elective offices in local government.
- Senior Management Service Class (SMSC) – Members in senior management level positions.
- Special Risk Class – Members who are special risk employees, such as law enforcement officers, meet the criteria to qualify for this class.

Employees enrolled in the FRS Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the FRS Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service, except for members classified as special risk who are eligible for normal retirement benefits at age 55 or at any age after 25 years of service. All members enrolled in the FRS Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service, except for members classified as special risk who are eligible for normal retirement benefits at age 60 or at any age after 30 years of service. Employees enrolled in the FRS Plan may include up to 4 years of credit for military service toward creditable service. The FRS Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The FRS Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 3 - EMPLOYEE BENEFITS (continued)

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the FRS Plan to defer receipt of monthly benefit payments while continuing employment with an FRS participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided

Benefits under the FRS Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits.

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. FRS Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Detailed information about the County's proportionate share of FRS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

**GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 3 - EMPLOYEE BENEFITS (continued)

Plan Description

The Retiree Health Insurance Subsidy Program (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided

For the fiscal year ended June 30, 2017, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Detailed information about the County's proportionate share of HIS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

The Florida State Board of Administration (SBA) administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. Supervisor of Elections employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected County Officer, etc.), as the

GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 3 - EMPLOYEE BENEFITS (continued)

FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.04 percent of payroll and by forfeited benefits of plan members.

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Non-vested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2017, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the Supervisor of Elections.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these operations. Disability coverage is provided; the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

Participating employer contributions are based upon statewide rates established by the State of Florida. The Supervisor of Election's contributions made to the plans during the years ended September 30, 2017, 2016, and 2015 were \$47,017, \$35,209, and \$37,807 respectively, equal to the actuarially determined contribution requirements for each year. Additional information about pension plans can be found in the County's annual financial statements.

**GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 4 – RISK MANAGEMENT

The Supervisor of elections is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors or omissions; injuries to employees and/or the public; or damage to property of others. The supervisor of Elections participates in the risk management program through the Gulf County Board of County Commissioners which uses commercial insurance to cover certain risks from loss.

The Board obtained commercial insurance against losses for the following types of risk:

- Real and personal property
- Public employees' bond
- Workers' compensation
- General and automobile liability

COMPLIANCE SECTION

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

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

To the Honorable John M. Hanlon
Gulf County Supervisor of Elections
Gulf County, Florida

We have audited the accompanying special-purpose financial statements of the general fund of the Gulf County, Florida, Supervisor of Elections, as of and for the year ended September 30, 2017, and have issued our report thereon dated June 28, 2018, which describes that such special-purpose financial statements have been prepared for the purpose of complying with section 218.39, *Florida Statutes*, and Chapter 10.577(3), *Rules of the Auditor General for Local Government Entity Audits*. We conducted our audit 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.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Supervisor of Election's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Supervisor of Election'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 a 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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and other matters

As part of obtaining reasonable assurance about whether the Supervisor of Election's special-purpose financial statements are free of material misstatement, we 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 special-purpose 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 or other matters that are required to be reported under *Government Auditing Standards*.

Pursuant to provisions of Chapter 10.550, *Rules of the Auditor General*, we reported certain matters to management of the Supervisor of Elections in a separate management letter and Independent Accountant's Report dated June 28, 2018.

Purpose of this Report

This report is intended solely for the information and use of the Supervisor of Elections, management, the Board of County Commissioners and the State of Florida Office of the Auditor General, and appropriate federal and state awarding agencies entities and is not intended to be and should not be used by anyone other than these specified parties.

Vance CPA LLC

Vance CPA LLC
June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITORS' REPORT ON EXAMINATION OF COMPLIANCE REQUIREMENTS IN ACCORDANCE WITH CHAPTER 10.550, RULES OF THE AUDITOR GENERAL

To the Honorable John M. Hanlon
Gulf County Supervisor of Elections
Gulf County, Florida

We have examined the Office of the Supervisor of Elections' of Gulf County, Florida's (hereinafter referred to as the "Supervisor of Elections") compliance with Florida Statute 218.415 in regards to investments for the year ended September 30, 2017.

Management is responsible for the Supervisor of Elections' compliance with those requirements. Our responsibility is to express an opinion on the Supervisor of Elections' compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Supervisor of Elections' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Supervisor of Elections' compliance with specified requirements.

In our opinion, the Supervisor of Elections complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2017.

Vance CPA LLC

Vance CPA LLC

June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S MANAGEMENT LETTER

To the Honorable John M. Hanlon
Gulf County Supervisor of Elections
Gulf County, Florida

Report on the Financial Statements

We have audited the financial statements of the general fund of the Office of the Supervisor of Elections of Gulf, County, Florida (hereinafter referred to as the "Supervisor of Elections"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, and have issued our report thereon dated June 28, 2018.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

Other Reports

We have issued our Independent Auditors' Report on Internal Control Over financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountants' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550 Rules of Auditor General. Disclosures in those reports, which are dated June 28, 2018, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. No recommendations were made in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. The Supervisor of Elections was established by the Constitution of the State of Florida, Article VIII, Section 1 (d). The Supervisor of Elections has no component units.

Other Matters

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554 (1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, the Supervisor of Elections, Gulf County Board of County Commissioners, and applicable management and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Vance CPA LLC". The script is cursive and fluid.

Vance CPA LLC
June 28, 2018

**GULF COUNTY, FLORIDA - SUPERVISOR OF ELECTIONS
MANAGEMENT'S RESPONSE TO MANAGEMENT LETTER**

SEPTEMBER 30, 2017

There are no comments which require management's written response.

BLANK PAGE



Gulf County, Florida Tax Collector

**Special-Purpose
Financial Statements
September 30, 2017**

Vance CPA, LLC

Certified Public Accountant
219-B Avenue E • Apalachicola, FL 32320
Tel. (888) 531-6408 • Fax (866) 406-7422

**GULF COUNTY, FLORIDA
TAX COLLECTOR
SEPTEMBER 30, 2017**

TABLE OF CONTENTS

Independent Auditor's Report	1
Special-Purpose Financial Statements	
Special-Purpose Balance Sheet – General Fund	3
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balances – General Fund	4
Special-Purpose Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund	5
Statement of Fiduciary Assets and Liabilities – Agency Funds	6
Notes to Special-Purpose Financial Statements	7
Compliance Section	
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	19
Independent Auditors' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550, <i>Rules of the Auditor General</i>	21
Management Letter	22
Management's Response to Management Letter	24

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITORS' REPORT

To the Honorable Shirley J. Jenkins
Gulf County Tax Collector
Gulf County, Florida

Report on the Financial Statements

We have audited the accompanying fund financial statements of the general fund and the aggregate remaining fund information of the Gulf County, Florida Tax Collector (the "Tax Collector"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the Tax Collector's fund financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Independent Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the general fund and the aggregate remaining fund information of the Tax Collector as of September 30, 2017, 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.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above were prepared solely for the purpose of complying with the rules of the Auditor General of the State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of the general fund and tax fund of Gulf County that is attributable to the Tax Collector. They do not purport to, and do not, present fairly the financial position of Gulf County as of September 30, 2017, and the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2018 on our consideration of the Tax Collector's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters under the heading "Independent Auditors' Report On Internal Control Over Financial Reporting And On Compliance And Other Matters Based On An Audit Of The Financial Statements Performed In Accordance With *Government Auditing Standards*". The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 Tax Collector's internal control over financial reporting and compliance.

Vance CPA LLC

Vance CPA LLC
June 28, 2018

**GULF COUNTY, FLORIDA
TAX COLLECTOR**

**SPECIAL-PURPOSE BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2017**

	General Fund
ASSETS	
Cash	\$ 1,782
Accounts receivable	<u>5,172</u>
Total Assets	<u>6,954</u>
LIABILITIES AND FUND BALANCES	
Liabilities	
Due to BOCC	<u>6,954</u>
Total Liabilities	<u>6,954</u>
Fund Balances	<u>—</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 6,954</u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
TAX COLLECTOR**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS**

YEAR ENDED SEPTEMBER 30, 2017

	General Fund
REVENUES	
Interest and other income	\$ <u> — </u>
Total Revenues	<u> — </u>
EXPENDITURES	
General government	
Personal services	414,072
Operating expenditures	<u>131,728</u>
Total Expenditures	<u>545,800</u>
Excess (deficit) of revenues over (under) expenditures	<u>(545,800)</u>
Other financing sources (uses)	
Transfers from BOCC	552,928
Transfers to BOCC	<u>(7,128)</u>
Total Other Financing Sources (Uses)	<u>545,800</u>
Net change in fund balances	<u> — </u>
Fund balances - beginning	<u> — </u>
Fund balances - ending	<u><u>\$ — </u></u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA
TAX COLLECTOR**

**SPECIAL-PURPOSE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL – GENERAL FUND**

YEAR ENDED SEPTEMBER 30, 2017

	<u>Budget Amounts</u>		<u>Actual</u>	<u>Variance with Final</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Budget Positive</u>
				<u>(Negative)</u>
Revenues:				
Interest and other income	—	—	—	—
Total revenues	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>
Expenditures:				
General Government				
Personal services	419,514	419,514	414,072	5,442
Operating expenditures	<u>133,414</u>	<u>133,414</u>	<u>131,728</u>	<u>1,686</u>
Total expenditures	<u>552,928</u>	<u>552,928</u>	<u>545,800</u>	<u>7,128</u>
Excess (deficit) of revenues over (under) expenditures	<u>(552,928)</u>	<u>(552,928)</u>	<u>(545,800)</u>	<u>7,128</u>
Other financing sources (uses)				
Transfers from BOCC	552,928	552,928	552,928	—
Transfers to BOCC	<u>—</u>	<u>—</u>	<u>(7,128)</u>	<u>(7,128)</u>
Total other financing Sources (uses)	<u>552,928</u>	<u>552,928</u>	<u>545,800</u>	<u>(7,128)</u>
Net change in fund balances	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances - beginning	<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>
Fund balances - ending	<u><u>\$ —</u></u>	<u><u>\$ —</u></u>	<u><u>\$ —</u></u>	<u><u>\$ —</u></u>

See accompanying notes to the basic financial statements

**GULF COUNTY, FLORIDA - TAX COLLECTOR
ASSETS AND LIABILITIES
AGENCY FUNDS**

SEPTEMBER 30, 2017

	<u>Taxes</u>	<u>Tag</u>	<u>Total Funds</u>
Assets:			
Cash and cash equivalents	<u>\$182,013</u>	<u>\$ 3,783</u>	<u>\$185,796</u>
Total assets	<u>182,013</u>	<u>3,783</u>	<u>185,796</u>
Liabilities & Fund Balances:			
Liabilities:			
Due to individuals	136	—	136
Due to other governments	176,421	3,783	180,204
Due to BOCC	<u>5,456</u>	<u>—</u>	<u>5,456</u>
Total Liabilities	<u>\$182,013</u>	<u>\$ 3,783</u>	<u>\$185,796</u>

See accompanying notes to the basic financial statements

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Tax Collector of Gulf County, Florida is an elected Constitutional Officer of Gulf County pursuant to Article VIII, Section (1) of the *Constitution of the State of Florida*. For financial statement and reporting purposes, the Tax Collector is a separate constitutional officer as provided for by Chapter 218, Florida Statutes. The Tax Collector is considered to be a part of the primary government of Gulf County, Florida and the financial information is included in Gulf County's county-wide financial statements.

These special-purpose financial statements include only the balance and activity of the Tax Collector's office. They have been prepared for the purpose of complying with Section 10.557, *Rules of the Auditor General for Local Government Entity audits*, and are not intended to be a complete presentation of the financial position of the County, or the changes in financial position or where applicable, cash flows, thereof, in conformity with accounting principles generally accepted in the United States of America.

The operations of the Tax Collector are funded by the Gulf County Board of County Commissioners (Board). The receipts from the Board are recorded as other financing sources on the Tax Collector's financial statements and as other financing uses on the Board's financial statements. Any excess of revenue and other financial sources received over expenditures are remitted to the Board at year end. These excess fees are reported as a liability and as transfers out to the Board or deducted from fees earned for amounts distributed to other governments.

The accounting policies of the Tax Collector conform to accounting principles generally accepted in the United States of America, as applicable to governments.

B. Basis of Presentation – Fund Accounting

Accounts are organized on the basis of fund types, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures as appropriate. Government resources are allocated to and accounted for in individual funds based on the purpose for which they are to be spent and the means by which spending activities are controlled. The Tax Collector utilizes the following fund types:

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Governmental Fund Types

General Fund – The general fund is the general operating fund of the Tax Collector. It is used to account for all financial resources, except for those required to be accounted for in other funds.

Fiduciary Fund Type

Agency Funds – The agency funds are used to account for assets held by the Tax Collector as an agent for individuals, private organizations, and other governments. Agency funds are custodial in nature and do not involve measurement of changes in financial position.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements and relates to the timing of the measurements made, regardless of the measurement focus applied.

The accompanying financial statements have been prepared using the modified accrual basis of accounting for governmental funds and agency funds. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recorded when the liability is incurred, if measurable, except for principal and interest on long-term obligations which is recorded when due.

The Tax Collector considers receivable collected within 60 days after year end to be available and susceptible to accrual as revenues of the current year. Charges for services and interest earned are susceptible to accrual.

D. Measurement Focus

The accounting and financial reporting treatment applied to the fixed assets and long-term liabilities associated with a fund are determined by its measurement focus. All governmental funds are accounted for on a spending or “financial flow” measurement focus. This means that generally, only current assets and current liabilities are included in the balance sheet. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they present a summary of sources and uses of “available spendable resources” during a period.

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Budgetary Requirements

Florida Statutes, Chapter 195.087 govern the preparation, adoption and administration of the annual budget of the Tax Collector. The budget and subsequent budget amendments of the Tax Collector are submitted to the Florida Department of Revenue (FDOR) for approval. A copy of the budget is also provided to the Board.

Line item expenditures in excess of budget are authorized to the extent that total expenditures do not exceed the total budgeted expenditures. Budget transfers between appropriation categories (personal services, operating expenditures, capital outlay, and debt service) must be approved by FDOR. Transfers between expenditure items within the same appropriation category do not need approval by FDOR. The budget is prepared on the modified accrual basis of accounting. General fund appropriations lapse at the end of the fiscal year to the extent they have not been expended.

F. Capital Assets

Capital assets purchased in the governmental fund type in excess of \$1,000 are recorded as expenditures (capital outlay) at the time of purchase. Capital assets acquired are reported as capital assets in the statement of net assets as part of the basic financial statement for Gulf County. The Tax Collector maintains custodial responsibility for the capital assets used by the office.

The Tax Collector also utilizes certain computer equipment and software for vehicle and boat registrations and driver's license processing which belong to the State of Florida Department of Highway Safety and Motor Vehicles (DMV) and software licensed to the State of Florida Fish and Wildlife Conservation Commission (FFWCC). The cost of this equipment is not recognized in the statement of net assets of the County because ownership of the equipment and software is maintained by the DMV and FFWCC.

G. Liability for Compensated Absences

The Tax Collector accrues a liability for employees' rights to receive compensation for future absences when certain conditions are met. The Tax Collector does not, nor is legally required to, accumulate expendable available resources to liquidate this obligation. Accordingly, the liability for the compensated absences is not reported in the governmental fund. However, the current and long-term portion of the liability for compensated absences is reported at the county wide financial statement level.

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

H. Related Organizations – Common Expenses

Certain expenditures, which are common to the Board and all Constitutional Officers, are reported as expenses of the Board and, therefore, are not budgeted by or allocated to the Tax Collector. These expenses relating to the Tax Collector's courthouse facilities are:

- Occupancy costs
- Janitorial services
- Utilities (except telephone)
- Property insurance

I. Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make use of estimates that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the date of the financial statements, and the reported amount of revenues and expenditures during the reporting period. Actual results could differ from estimates.

Chapter 197, Florida Statutes, governs property tax collections.

■ **Current Taxes**

All property taxes become due and payable on November 1, and are delinquent on April 1 of the following year. Discounts of 4%, 3%, 2% and 1% are allowed for early payment in November through February, respectively.

■ **Unpaid Taxes – Sale of Tax Certificates**

The Tax Collector advertises, as required by Florida Statutes, then sells tax certificates on all real property for unpaid taxes. Certificates not purchased are issued to the County. Any person owning real property upon which a tax certificate has been sold may reacquire the real property by paying the Tax Collector the face amount of the tax certificate plus interest and other costs.

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

■ **Tax Deeds**

The owner of a tax certificate may, after two years when the taxes have been delinquent (after April 1), file an application for tax deed sale. The County, as certificate owner, may exercise similar procedures two years after taxes have been delinquent (after April 1). Tax deeds are issued to the highest bidder for the property, which is sold at public auction. The Tax Collector of the Court administers these sales.

J. Subsequent Events

The Tax Collector evaluated subsequent events through June 28, 2018, the date which the financial statements were available to be issued. The Tax Collector did not have any subsequent events requiring disclosure or recording in these financial statements.

K. Net Assets and Fund Equity

GASB Statement 54 – *Fund Balance Reporting and Governmental Funds Type Definitions* was implemented as of October 1, 2009. This Statement requires the fund balance for governmental funds to be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. Categories for fund balance are as follows: nonspendable, restricted, committed, assigned, and unassigned. For more information, see the County-wide note on fund balance.

NOTE 2 - CASH AND INVESTMENTS

All Tax Collector depositories are banks designated by the State Treasurer as qualified public depositories. Chapter 280, Florida Statutes “Florida Security for Public Deposits Act” provides procedures for public depositories to insure monies in banks and savings and loans are collateralized with the Treasurer as an agent for the public entities. All Tax Collector cash consists of checking accounts and interest-bearing time deposits in a local bank.

Investments

The Tax Collector held no investments at September 30, 2017.

**GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS**

SEPTEMBER 30, 2017

NOTE 2 - CASH AND INVESTMENTS (continued)

Interest Rate Risk

At September 30, 2017, the Tax Collector did not hold any investments that were considered to be an interest rate risk.

Credit Risk

At September 30, 2017 the Tax Collector did not hold any investments that were considered to be a credit risk.

Custodial Risk

At September 30, 2017 the Tax Collector did not hold any deposits or investments that were considered to be a custodial risk.

Concentration of Credit Risk

At September 30, 2017 the Tax Collector did not hold any deposits or investments that were considered to be a credit risk.

NOTE 3 – EMPLOYEE BENEFITS

RETIREMENT PLAN

The Florida Retirement System (FRS) was created by Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the Retiree Health Insurance Subsidy (HIS) Program, a cost-sharing multiple-employer defined benefit pension plan, to assist retired members of any State-administered retirement system in paying the costs of health insurance.

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

Essentially all regular employees of the Tax Collector are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes, Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of the two costs-sharing, multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statement, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services' Web site (www.dms.myflorida.com)

Plan Description

The Florida Retirement System Pension Plan (FRS Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program (DROP) for eligible employees. The general classes of membership are as follows:

- Regular Class – Members of the FRS who do not qualify for membership in the other classes.
- Elected County Officers Class – Members who hold specified elective offices in local government.
- Senior Management Service Class (SMSC) – Members in senior management level positions.
- Special Risk Class – Members who are special risk employees, such as law enforcement officers, meet the criteria to qualify for this class.

Employees enrolled in the FRS Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the FRS Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service, except for members classified as special risk who are eligible for normal retirement benefits at age 55 or at any age after 25 years of service. All members enrolled in the FRS Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service, except

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

for members classified as special risk who are eligible for normal retirement benefits at age 60 or at any age after 30 years of service. Employees enrolled in the FRS Plan may include up to 4 years of credit for military service toward creditable service. The FRS Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The FRS Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the FRS Plan to defer receipt of monthly benefit payments while continuing employment with an FRS participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided

Benefits under the FRS Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits.

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. FRS Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

Detailed information about the County's proportionate share of FRS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

Plan Description

The Retiree Health Insurance Subsidy Program (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided

For the fiscal year ended June 30, 2017, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS Plan benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Detailed information about the County's proportionate share of HIS's net pension liability, deferred outflows/inflows of resources, and pension expense are reported in the government-wide statements of the County.

The Florida State Board of Administration (SBA) administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. Tax Collector employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 3 – EMPLOYEE BENEFITS (continued)

performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected County Officer, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.04 percent of payroll and by forfeited benefits of plan members.

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Non-vested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2017, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the Tax Collector.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these operations. Disability coverage is provided; the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

Participating employer contributions are based upon statewide rates established by the State of Florida. The Tax Collector's contributions made to the plans during the years ended September 30, 2017, 2016, and 2015 were \$30,291, \$39,053, and \$59,813 respectively, equal to the actuarially determined contribution requirements for each year. Additional information about pension plans can be found in the County's annual financial statements.

GULF COUNTY, FLORIDA - TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS

SEPTEMBER 30, 2017

NOTE 4 – CHANGES IN LONG-TERM OBLIGATIONS

The following is a summary of the changes in long-term obligations of the Tax Collector for the year ended September 30, 2017:

	<u>Balance</u> <u>9/30/2016</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>9/30/2017</u>
Accumulated compensated absences	\$ 7,868	\$ —	\$ (314)	\$ 7,554

Accrued compensated absences represent the vested portion of accrued vacation and sick leave. See note 1 for a summary of the Tax Collector's policy regarding compensated absences. Records kept for compensated absences relate only to hours earned, used and available. Accordingly, only the net changes in compensated absences are presented.

The portion of compensated absences liability estimated to be paid during the next year (current portion) is \$1,889.

NOTE 5 – RISK MANAGEMENT

The Tax Collector is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors or omissions; injuries to employees and the public; or damage to property of others. The Tax Collector participates in the risk management program through the Gulf County Board of County Commissioners, which uses commercial insurance to cover certain risks from loss.

The Board obtained commercial insurance against losses for the following types of risk:

- Real and personal property damage
- Public employee's bond
- Workers' compensation
- General and automobile liability

COMPLIANCE SECTION

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

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

To the Honorable Shirley J. Jenkins
Gulf County Tax Collector
Gulf County, Florida

We have audited the accompanying special-purpose financial statements of the general fund of the Gulf County, Florida, Tax Collector, as of and for the year ended September 30, 2017, and have issued our report thereon dated June 28, 2018, which describes that such special-purpose financial statements have been prepared for the purpose of complying with section 218.39, *Florida Statutes*, and Chapter 10.577(3), *Rules of the Auditor General for Local Government Entity Audits*. We conducted our audit 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.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Tax Collector’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Tax Collector’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 a 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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and other matters

As part of obtaining reasonable assurance about whether the Tax Collector's special-purpose financial statements are free of material misstatement, we 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 special-purpose 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 or other matters that are required to be reported under *Government Auditing Standards*.

Pursuant to provisions of Chapter 10.550, *Rules of the Auditor General*, we reported certain matters to management of the Tax Collector in a separate management letter and Independent Accountant's Report dated June 28, 2018.

Purpose of this Report

This report is intended solely for the information and use of the Tax Collectors, management, the Board of County Commissioners and the State of Florida Office of the Auditor General, and appropriate federal and state awarding agencies entities and is not intended to be and should not be used by anyone other than these specified parties.

Vance CPA LLC

Vance CPA LLC
June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S REPORT ON EXAMINATION OF COMPLIANCE REQUIREMENTS IN ACCORDANCE WITH CHAPTER 10.550, RULES OF THE AUDITOR GENERAL

To the Honorable Shirley J. Jenkins
Gulf County Tax Collector
Gulf County, Florida

We have examined the Office of the Tax Collector of Gulf County, Florida's (hereinafter referred to as the "Tax Collector") compliance with Florida Statute 218.415 in regards to investments for the year ended September 30, 2017.

Management is responsible for the Tax Collector's compliance with those requirements. Our responsibility is to express an opinion on the Tax Collector's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Tax Collector's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Tax Collector's compliance with specified requirements.

In our opinion, the Tax Collector complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2017.

Vance CPA LLC

Vance CPA LLC

June 28, 2018

Vance CPA, LLC

Certified Public Accountant

219-B Avenue E

Apalachicola, FL 32320

Tel. (888) 531-6408 • Fax (866) 406-7422

INDEPENDENT AUDITOR'S MANAGEMENT LETTER

To the Honorable Shirley J. Jenkins
Gulf County Tax Collector
Gulf County, Florida

Report on the Financial Statements

We have audited the financial statements (hereinafter referred to as "financial statements") of the general fund and the tax fund of the Office of the Tax Collector of Gulf County, Florida (hereinafter referred to as "Tax Collector"), as of and for the year ended September 30, 2017, and the related notes to the financial statements, and have issued our report thereon dated June 28, 2018.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Florida Auditor General.

Other Reports

We have issued our Independent Auditors' Report on Internal Control Over financial Reporting and Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Accountants' Report on Examination of Compliance Requirements in Accordance with Chapter 10.550 Rules of Auditor General. Disclosures in those reports, which are dated June 28, 2018, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Corrective actions have been taken to the extent considered necessary, other than for those comments repeated in the 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*.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. The Tax Collector was established by the Constitution of the State of Florida, Article VIII, Section 1 (d). The Tax Collector has no component units.

Other Matters

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554 (1)(i)3., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, the Tax Collector, Gulf County Board of County Commissioners, and applicable management and is not intended to be and should not be used by anyone other than these specified parties.



Vance CPA LLC

June 28, 2018

**GULF COUNTY, FLORIDA – TAX COLLECTOR
MANAGEMENT’S RESPONSE TO MANAGEMENT LETTER**

SEPTEMBER 30, 2017

There are no comments which require management’s written response.