

**CITY OF GRACEVILLE**  
**ANNUAL FINANCIAL REPORT**  
**SEPTEMBER 30, 2018**

CITY OF GRACEVILLE, FLORIDA

MAYOR

Arthur Obar

MAYOR PRO TEM

David Horton

COUNCIL MEMBERS

Walter Olds  
Walter Douglas  
Tommy Williams

CITY MANAGER

Eugene Adams

CITY CLERK

Michelle C. Watkins

AUDITORS

Grimsley, Cavin & Company, P.A.  
Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

# GRIMSLEY, CAVIN & COMPANY, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

OWEN W. GRIMSLEY, C.P.A.  
DALE L. CAVIN, C.P.A.

MEMBERS  
FLORIDA INSTITUTE AND  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Council Members  
City of Graceville, Florida  
Graceville, Florida 32440

### **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 the City of Graceville, Florida, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City of Graceville, Florida'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 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 the City of Graceville, Florida as of September 30, 2018, and the respective changes in financial position, and, where applicable, cash flows thereof 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, budgetary comparison information and schedules of the City's proportionate share of the net pension liability and of its contributions on pages 4-9, and 39-43 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 statements, 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 Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated May 3, 2019, on our consideration of the City of Graceville, 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 solely 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 the effectiveness of the City of Graceville, Florida’s 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 City of Graceville, Florida’s internal control over financial reporting and compliance.

Marianna, Florida  
May 3, 2019

*Grimsley, Cavin & Company*

Grimsley, Cavin & Company, P.A.  
Certified Public Accountants



## MANAGEMENT DISCUSSION AND ANALYSIS

## **Management Discussion and Analysis**

The City of Graceville's discussion and analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the City of Graceville's financial activity, (c) identify changes in the City of Graceville's financial position (its ability to address the next and subsequent year challenges), (d) identify any material deviations from the annual budget and (e) identify individual fund issues of concern.

Since the Management's Discussion and Analysis (MD&A) is designed to focus on current year activities, resulting changes and currently known facts, please read it in conjunction with the City's financial statement beginning on page 10.

### **Financial Highlights**

The assets of the City exceeded its liabilities at September 30, 2018 \$11,060,826.

The City of Graceville's total net position increased by \$299,523 during the fiscal year which ended September 30, 2018.

### **Entity Highlights**

The City of Graceville experienced some growth but slower economic conditions during previous fiscal years. The City experienced some commercial and residential construction and improvements.

The City completed storm water infrastructure improvements, completed implementing a new software billing system integrating remote and radio read equipment. The water meter replacement was brought to approximately 80% of the service area, and well and WWTP electrical upgrades were completed. The elevated tank CDBG project reached 90% completion during FY 18. The Water Management District project for replacement of waterline in the area of Mill Creek and the western sector of the service area reached approximately 90% completion. Contracts were executed to complete work on well that funded through legislative appropriations with construction beginning in FY 18. The City entered a SRF funding agreement, partial loan and partial grant of plant upgrade of the blower system. Construction should begin in FY 19. The Phone System at City Hall was replaced, and there was purchase of a Computer Aided Dispatch System through the Sheriff's department and fiber optic service to effectively implement the system. However, the Sheriff's Department has not launched the system and therefore it is not integrated at the Police Department.

The City plans for capital improvements at WWTP, completion of the Graceville High School well project. Work on the remote read meter system Citywide will continue with a projected completion in FY 19.

In addition, the City anticipates impact of Hurricane Michael in FY 19. Michael impacted the City in October 2019 causing some structure damage at Martin Park, Pelham Park, and the Graceville Fire Department. In addition, some citizens sustained damage to private property which holds the potential of affecting ad valorem valuation in upcoming budget cycles.

## **Management Discussion and Analysis – Continued**

### **Using This Annual Report**

The financial statement's focus is on both the City as a whole and on the major individual funds. Both perspectives allow the user to address relevant questions, broaden a basis for year to year comparison, and enhance the City of Graceville's accountability.

This discussion and analysis is intended to serve as an introduction to the City of Graceville's basic financial statements, which are comprised of three components: 1) government wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

### **Government Wide Financial Statements**

The government wide financial statements are designed to provide readers with a broad overview of the City of Graceville's finances, in a manner similar to a private sector business. The focus is on major funds, rather than fund types. The statement combines and consolidates governmental fund current resources with capital assets and long-term obligations. The statements 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 City of Graceville presented on the accrual basis of accounting.

The Statement of Net Position presents information on all of the City's assets and liabilities, with the difference between the two reported as net position. Over time, the increases or decreases in the net position may serve as a useful indication of the whether the financial position of the City of Graceville is improving or deteriorating.

The Statement of Activities presents information showing how the City's net position changed during the 2018 fiscal year. The focus is on both the gross and net costs of various activities both governmental and business-type that are supported by the City's general tax and other revenues. Thus revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods. Examples of such revenues include but are not limited to uncollected taxes earned and accumulated leave. This statement is intended to summarize and simplify the user's analysis of costs of various governmental services. An increase or decrease in net position is an indication of whether the City's financial health is improving or deteriorating.

Both of the financial statements distinguished the functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities). The governmental activities of the City include general government, public safety, streets/transportation and culture/recreation activities.

The government-wide financial statements can be found on pages 10-11 of this report.

## **Management Discussion and Analysis – Continued**

### **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over the resources that have been segregated for specific activities or objectives. The City like other state and local governments uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. All of the funds of the City can be divided into two categories, governmental and proprietary. Traditional uses of governmental financial statements will find the fund financial statement presentation more familiar.

### **Governmental Funds**

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government wide financial statements. However, unlike the governmental-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the City's near term financing requirements.

Because the focus on governmental funds is narrower than that of the government wide financial statements, readers may better understand the long-term impact of the City's near-term financing decisions.

The City maintains one major governmental fund and information on this fund is presented in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balances.

The City adopts an annual appropriated budget for its General Fund. Budgetary comparison statements have been provided for this fund to demonstrate compliance with the budget and are presented as required supplemental information. This information may be found on page 39 of this report.

The basic governmental fund financial statements can be found on pages 12 and 14 of this report.

### **Proprietary Funds**

The City maintains one proprietary fund type. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses an enterprise fund to account for Water and Sewer Impact Accounting needs. The City further utilized reserve funds for bonded debt service and grant activities. The proprietary statement provides the same type of information as the government-wide financial statements, only in more detail.

The basic proprietary fund financial statements can be found on pages 16-18 of this report.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. They can be found beginning on page 19 of this report.

## Management Discussion and Analysis – Continued

### Infrastructure Assets

The City has implemented the major model portions of GASB Statement 34. Historically, a government's largest group of assets (infrastructure – road, traffic signals, underground pipes not associated with a utility, etc.) have not been reported nor depreciated in governmental financial statements. The statement requires that these assets be valued and reported within the governmental column of government-wide statements.

### Government-Wide Financial Analysis

This section is used to present condensed financial information for the government-wide statements that compare the current year to the prior year.

### Statement of Net Assets

The following schedule reflects the condensed Statement of Net Assets:

<b>Statement of Net Assets</b>						
<b>September 30, 2018</b>						
	<b>Governmental</b>		<b>Business-Type</b>		<b>Total</b>	
	<b>Activities</b>		<b>Activities</b>			
	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>2018</b>
Current and other Assets	\$ 459,558	\$ 387,201	\$ 1,221,512	\$ 1,171,875	\$ 1,681,070	\$ 1,559,076
Capital Assets	<u>2,042,520</u>	<u>1,947,036</u>	<u>10,030,179</u>	<u>10,421,400</u>	<u>12,072,699</u>	<u>12,368,436</u>
Total Assets	<u>2,502,078</u>	<u>2,334,237</u>	<u>11,251,691</u>	<u>11,593,275</u>	<u>13,753,769</u>	<u>13,927,512</u>
Deferred Outflow s-Pension	<u>478,029</u>	<u>504,614</u>	<u>148,496</u>	<u>143,158</u>	<u>626,525</u>	<u>647,772</u>
Current Liabilities	121,747	137,898	294,296	191,137	416,043	329,035
Non Current Liabilities	<u>1,360,406</u>	<u>1,410,767</u>	<u>1,731,526</u>	<u>1,604,234</u>	<u>3,091,932</u>	<u>3,015,001</u>
Total Liabilities	<u>1,482,153</u>	<u>1,548,665</u>	<u>2,025,822</u>	<u>1,795,371</u>	<u>3,507,975</u>	<u>3,344,036</u>
Deferreed Inflow s - Pension	<u>85,407</u>	<u>132,759</u>	<u>25,609</u>	<u>37,663</u>	<u>111,016</u>	<u>170,422</u>
<b>NET ASSETS</b>						
Invested in Capital Assets						
net of related debt	2,042,520	1,947,036	8,737,779	9,174,000	10,780,299	11,121,036
Restricted for:						
Debt Service	-	-	285,728	299,110	285,728	299,110
Law Enforcement	1,433	1,434			1,433	1,434
Other Purposes	86,623	86,669	54,033	33,825	140,656	120,494
Unrestricted	<u>(718,029)</u>	<u>(877,712)</u>	<u>271,216</u>	<u>396,464</u>	<u>(446,813)</u>	<u>(481,248)</u>
Total Net Assets	<u>\$ 1,412,547</u>	<u>\$ 1,157,427</u>	<u>\$ 9,348,756</u>	<u>\$ 9,903,399</u>	<u>\$ 10,761,303</u>	<u>\$ 11,060,826</u>

## Management Discussion and Analysis – Continued

### Statement of Activities For the Fiscal Year Ended September 30, 2018

	Governmental Activities		Business-Type Activities		Total	
	2017	2018	2017	2018	2017	2018
	<b>REVENUES</b>					
Program Revenues						
Charges for Services	\$ 496,943	\$ 490,182	\$ 1,685,810	\$ 1,618,473	\$ 2,182,753	\$ 2,108,655
Operating Grants & Contributions	29,590	29,691	-	-	29,590	29,691
Capital Grants & Contributions	<u>162,035</u>	<u>26,000</u>	<u>181,582</u>	<u>838,116</u>	<u>343,617</u>	<u>864,116</u>
Total Program Revenues	<u>688,568</u>	<u>545,873</u>	<u>1,867,392</u>	<u>2,456,589</u>	<u>2,555,960</u>	<u>3,002,462</u>
General Revenues, Special Items, & Transfers						
Taxes - Other	605,303	629,533	-	-	605,303	629,533
Property Taxes	306,431	308,788	-	-	306,431	308,788
Transfers	595,000	454,000	(595,000)	(454,000)	-	-
Miscellaneous	<u>223,930</u>	<u>225,540</u>	<u>1,745</u>	<u>7,636</u>	<u>225,675</u>	<u>233,176</u>
Total General Revenues	<u>1,730,664</u>	<u>1,617,861</u>	<u>(593,255)</u>	<u>(446,364)</u>	<u>1,137,409</u>	<u>1,171,497</u>
Total Revenues	<u>2,419,232</u>	<u>2,163,734</u>	<u>1,274,137</u>	<u>2,010,225</u>	<u>3,693,369</u>	<u>4,173,959</u>
<b>EXPENSES</b>						
Governmental Activities						
General Government	740,378	706,296	-	-	740,378	706,296
Public Safety	623,904	719,708	-	-	623,904	719,708
Transportation	495,761	553,080	-	-	495,761	553,080
Health and Sanitation	167,556	169,292	-	-	167,556	169,292
Culture/Recreation	<u>250,345</u>	<u>270,478</u>	<u>-</u>	<u>-</u>	<u>250,345</u>	<u>270,478</u>
Business Type Activities						
Water and Sewer	<u>-</u>	<u>-</u>	<u>1,559,697</u>	<u>1,455,582</u>	<u>1,559,697</u>	<u>1,455,582</u>
Total Expenses	<u>2,277,944</u>	<u>2,418,854</u>	<u>1,559,697</u>	<u>1,455,582</u>	<u>3,837,641</u>	<u>3,874,436</u>
Change in Net Assets	<u>141,288</u>	<u>(255,120)</u>	<u>(285,560)</u>	<u>554,643</u>	<u>(144,272)</u>	<u>299,523</u>
Net Assets-Beginning	<u>1,271,259</u>	<u>1,412,547</u>	<u>9,634,316</u>	<u>9,348,756</u>	<u>10,905,575</u>	<u>10,761,303</u>
Net Assets - Ending	<u>\$ 1,412,547</u>	<u>\$ 1,157,427</u>	<u>\$ 9,348,756</u>	<u>\$ 9,903,399</u>	<u>\$ 10,761,303</u>	<u>\$ 11,060,826</u>

## **Management Discussion and Analysis – Continued**

### **Governmental Funds**

The focus of the City's governmental funds is to provide information on near term inflows, outflows and balances of spendable resources. Such information is useful in assessing the City's financial requirements. In particular, unassigned fund balance may serve as a useful measure of governments net resources available for spending at the end of the fiscal year.

As of September 30, 2018, the City's governmental funds reported combined ending fund balances of \$ 249,303. Of this amount \$ 115,185 was unassigned.

### **Proprietary Funds**

The City's proprietary funds provided the same type of information found in the government-wide financial statements, but in more detail.

### **General Funds Budgetary Highlights**

The budget was amended on November 13, 2018 to show changes in line items as well as changes to income. The budget was amended to reflect actual spending to projected budgeted spending.

### **Capital Assets and Long Term Debt**

Detailed information about the City's capital assets and long term debt can be obtained in footnotes to the financial statements.

### **Request for Information**

The City's financial statements are designed to present users, to include but not limited to citizens, taxpayers, customers, and creditors, with a general overview of the City's finances and to demonstrate the City's accountability. If you have any questions about this report or need additional financial information, you may contact Michelle C. Watkins, City Clerk.

## FINANCIAL STATEMENTS



City of Graceville, Florida  
Statement of Net Position  
September 30, 2018

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 177,636	\$ 448,360	\$ 625,996
Restricted Assets	88,103	391,576	479,679
Accounts Receivable - net	19,563	142,075	161,638
Due from other Governments	64,458	209,647	274,105
Inventories	-	4,981	4,981
Other Assets	-	12,677	12,677
Internal Balances	37,441	(37,441)	-
Capital Assets:			
Nondepreciable capital assets	611,993	2,560	614,553
Depreciable capital assets, net	1,335,043	10,418,840	11,753,883
Total Capital Assets	<u>1,947,036</u>	<u>10,421,400</u>	<u>12,368,436</u>
Total Assets	<u>2,334,237</u>	<u>11,593,275</u>	<u>13,927,512</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflows related to pension	<u>504,614</u>	<u>143,158</u>	<u>647,772</u>
<b>LIABILITIES</b>			
Accounts Payable and Accrued Expenses	102,036	71,457	173,493
Liabilities payable from restricted assets	-	58,640	58,640
Long Term Liabilities:			
Due within one year			
Bonds and Notes payable	-	49,000	49,000
Compensated absences payable	35,862	12,040	47,902
Due in more than one year			
Bonds and Notes payable	-	1,198,400	1,198,400
Compensated absences payable	107,587	36,125	143,712
Net Pension Liability	<u>1,303,180</u>	<u>369,709</u>	<u>1,672,889</u>
Total Liabilities	<u>1,548,665</u>	<u>1,795,371</u>	<u>3,344,036</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred inflows related to pension	<u>132,759</u>	<u>37,663</u>	<u>170,422</u>
<b>NET POSITION</b>			
Invested in Capital Assets, Net of Related Debt	1,947,036	9,174,000	11,121,036
Restricted for:			
Debt Service	-	299,110	299,110
Law Enforcement	1,434	-	1,434
Other Purposes	86,669	33,825	120,494
Unrestricted	<u>(877,712)</u>	<u>396,464</u>	<u>(481,248)</u>
Total Net Position	<u>\$ 1,157,427</u>	<u>\$ 9,903,399</u>	<u>\$ 11,060,826</u>

The notes to the financial statements are an integral part of this statement.

City of Graceville, Florida  
Statement of Activities  
For the Year Ended September 30, 2018

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Fees, Fines & Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Total
		Governmental Activities	Business-type Activities				
Governmental Activities:							
General Government	\$ 706,296	\$ 135,710	\$ -	\$ 26,000	\$ (544,586)		\$ (544,586)
Public Safety	719,708	78,523	20,000	-	(621,185)		(621,185)
Transportation	553,080	35,632	-	-	(517,448)		(517,448)
Health and Sanitation	169,292	217,876	-	-	48,584		48,584
Culture/Recreation	270,478	22,441	9,691	-	(238,346)		(238,346)
Total governmental activities	<u>2,418,854</u>	<u>490,182</u>	<u>29,691</u>	<u>26,000</u>	<u>(1,872,981)</u>		<u>(1,872,981)</u>
Business-type Activities:							
Water & Sewer	<u>1,455,582</u>	<u>1,618,473</u>	<u>-</u>	<u>838,116</u>	<u>-</u>	<u>1,001,007</u>	<u>1,001,007</u>
Total primary government	<u>\$ 3,874,436</u>	<u>\$ 2,108,655</u>	<u>\$ 29,691</u>	<u>\$ 864,116</u>	<u>(1,872,981)</u>	<u>1,001,007</u>	<u>(871,974)</u>
General Revenues:							
Taxes:							
Property taxes, levied for general purposes					308,788	-	308,788
Taxes - Other					629,533	-	629,533
Miscellaneous					225,540	7,636	233,176
Transfers					454,000	(454,000)	-
Total General Revenues and Transfers					<u>1,617,861</u>	<u>(446,364)</u>	<u>1,171,497</u>
Change in Net Position					(255,120)	554,643	299,523
Net Position - beginning					<u>1,412,547</u>	<u>9,348,756</u>	<u>10,761,303</u>
Net Position - ending					<u>\$ 1,157,427</u>	<u>\$ 9,903,399</u>	<u>\$ 11,060,826</u>

The notes to the financial statements are an integral part of this statement.

City of Graceville, Florida  
Balance Sheet  
Governmental Funds  
September 30, 2018

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	<u>General Fund</u>	<u>Other</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>			
Cash	\$ 177,636	\$ -	\$ 177,636
Restricted Assets:			
Cash	3,549	84,554	88,103
Accounts Receivable, net	19,563	-	19,563
Due from other Governments	64,458	-	64,458
Due from other Funds	39,556	-	39,556
Total Assets	<u>\$ 304,762</u>	<u>\$ 84,554</u>	<u>\$ 389,316</u>
 <b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts Payable	\$ 59,905	\$ -	\$ 59,905
Accrued Expenses	77,993	-	77,993
Due to other Funds	<u>2,115</u>	<u>-</u>	<u>2,115</u>
 Total Liabilities	 <u>140,013</u>	 <u>-</u>	 <u>140,013</u>
 Fund Balances:			
Restricted for:			
Law Enforcement	1,434	-	1,434
Utility Account	2,115	-	2,115
Damage Recovery	-	84,554	84,554
Assigned to:			
Cemetery	1,353	-	1,353
Law Enforcement	15,992	-	15,992
Fire Department	22,905	-	22,905
Dixie League Boosters	5,765	-	5,765
Unassigned	<u>115,185</u>	<u>-</u>	<u>115,185</u>
Total Fund Balances	<u>164,749</u>	<u>84,554</u>	<u>249,303</u>
Total Liabilities & Fund Balances	<u>\$ 304,762</u>	<u>\$ 84,554</u>	<u>\$ 389,316</u>

The notes to the financial statements are an integral part of this statement.

City of Graceville, Florida  
 Reconciliation of the Balance Sheet  
 To the Statement of Net Position  
 September 30, 2018

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Total Fund Balances - Total Governmental Fund	\$ 249,303
<p>Amounts reported for governmental activities in the Statement of Net Position are different because:</p>	
Capital assets used in governmental activities that are not financial resources and, therefore, are not reported in the funds.	1,947,036
Some liabilities, including bonds payable and loans payable, are not due and payable in the current period and, therefore, are not reported in the funds.	(107,587)
Some liabilities, including net pension obligations, are not due and payable in the current period and, therefore, are not reported in the funds.	(1,303,180)
Deferred outflows and inflows or resources related to pensions are applicable to future periods and, therefore, are not reported in the funds.	
Deferred outflows of resources related to pensions	504,614
Deferred inflows of resources related to pensions	<u>(132,759)</u>
Total net position	<u><u>\$ 1,157,427</u></u>

The notes to the financial statements are an integral part of this statement.

City of Graceville, Florida  
Statement of Revenues, Expenditures and Changes in Fund Balances  
Governmental Funds  
For the Year Ended September 30, 2018

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	<u>General Fund</u>	<u>Other Fund</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>			
Taxes	\$ 938,321	\$ -	\$ 938,321
Licenses & Permits	124,407	-	124,407
Intergovernmental Revenues	236,499	-	236,499
Charges for Services	364,194	-	364,194
Fines and Forfeitures	1,581	-	1,581
Miscellaneous Revenues	18,731	1	18,732
Total Revenues	1,683,733	1	1,683,734
<b>EXPENDITURES</b>			
Current:			
General Government	620,521	-	620,521
Public Safety	621,586	-	621,586
Health and Sanitation	169,292	-	169,292
Transportation	505,457	-	505,457
Culture/Recreation	215,485	-	215,485
Capital Outlay	61,390	-	61,390
Total Expenditures	2,193,731	-	2,193,731
Excess (deficiency) of revenues over expenditures	(509,998)	1	(509,997)
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers In	454,000	-	454,000
Total Other Financing Sources (Uses)	454,000	-	454,000
Net Change in Fund Balances	(55,998)	1	(55,997)
Fund Balances - beginning	220,747	84,553	305,300
Fund Balances - ending	\$ 164,749	\$ 84,554	\$ 249,303

The notes to the financial statements are an integral part of this statement.

City of Graceville, Florida  
 Reconciliation of the Statement of Revenues,  
 Expenditures, and Changes in Fund Balances of Governmental Funds  
 To the Statement of Activities  
 For the Year Ended September 30, 2018

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Net change in fund balances - total governmental funds	\$ (55,997)
Amounts reported for governmental activities in the Statement of activities are different because:	
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. This is the amount by which depreciation, \$178,101 exceeded capital outlay \$82,617, in the current period.	(95,484)
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. This is the increase in long-term compensated absences.	(10,055)
Governmental funds report pension contributions as expenditures. However, in the statement of Activities, the cost of pension benefits earned is reported as pension expense. This is the amount by which pension expense \$125,681 exceeds the reclassification of contribution paid subsequent to measurement date \$32,097.	<u>(93,584)</u>
Change in net position of governmental activities	<u>\$ (255,120)</u>

The notes to the financial statements are an integral part of this statement.

City of Graceville, Florida  
Statement of Net Position – Proprietary Fund  
September 30, 2018

	<u>Water &amp; Sewer</u>	<u>Total Proprietary Funds</u>
<b>ASSETS</b>		
Current Assets:		
Cash and Cash Equivalents	\$ 448,360	\$ 448,360
Accounts Receivable-net	142,075	142,075
Inventory	4,981	4,981
Due From Other Funds	2,115	2,115
Due From Other Governments	209,647	209,647
Other Assets	12,677	12,677
Total Current Assets	<u>819,855</u>	<u>819,855</u>
Noncurrent Assets:		
Restricted Assets:		
Cash and cash equivalents	391,576	391,576
Capital Assets:		
Nondepreciable	2,560	2,560
Depreciable, net	10,418,840	10,418,840
Total Noncurrent Assets	<u>10,812,976</u>	<u>10,812,976</u>
Total Assets	<u>11,632,831</u>	<u>11,632,831</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred outflows related to pension	<u>143,158</u>	<u>143,158</u>
<b>LIABILITIES</b>		
Current Liabilities:		
Bonds and Notes Payable	49,000	49,000
Accounts Payable	55,607	55,607
Due to other funds	39,556	39,556
Liabilities payable from restricted assets	58,640	58,640
Accrued Expenses	15,850	15,850
Compensated absences payable	48,165	48,165
Total Current Liabilities	<u>266,818</u>	<u>266,818</u>
Noncurrent Liabilities:		
Bonds and Notes Payable after One Year	1,198,400	1,198,400
Net Pension Liability	369,709	369,709
Total Noncurrent Liabilities	<u>1,568,109</u>	<u>1,568,109</u>
Total Liabilities	<u>1,834,927</u>	<u>1,834,927</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Deferred inflows related to pension	<u>37,663</u>	<u>37,663</u>
<b>NET POSITION</b>		
Invested in Capital Assets, Net of Related Debt	9,174,000	9,174,000
Restricted:		
Debt Service	299,110	299,110
Other Purposes	33,825	33,825
Unrestricted	396,464	396,464
Total Net Position	<u>\$ 9,903,399</u>	<u>\$ 9,903,399</u>

The notes to the financial statements are an integral part of this statement.

City of Graceville, Florida  
Statement of Revenues, Expenses and Changes in Net Position  
Proprietary Fund  
For the Year Ended September 30, 2018

	<u>Water &amp; Sewer</u>	<u>Total Proprietary Funds</u>
<b>OPERATING REVENUES:</b>		
Charges for services	\$ 1,618,473	\$ 1,618,473
Miscellaneous	<u>5,462</u>	<u>5,462</u>
Total operating revenue	<u>1,623,935</u>	<u>1,623,935</u>
<b>OPERATING EXPENSES:</b>		
Salaries and benefits	336,737	336,737
Legal and professional	41,167	41,167
Insurance	28,009	28,009
Utility service	228,947	228,947
Repairs and maintenance	33,266	33,266
Operating supplies and miscellaneous	194,667	194,667
Depreciation and amortization	<u>534,631</u>	<u>534,631</u>
Total operating expenditures	<u>1,397,424</u>	<u>1,397,424</u>
Operating gain	<u>226,511</u>	<u>226,511</u>
<b>NONOPERATING REVENUES(EXPENSES):</b>		
Interest income	2,174	2,174
Interest expense	<u>(58,158)</u>	<u>(58,158)</u>
Total nonoperating revenue (expenses)	<u>(55,984)</u>	<u>(55,984)</u>
Income (loss) before contributions and transfers	170,527	170,527
Contributed Capital	838,116	838,116
Transfer out	<u>(454,000)</u>	<u>(454,000)</u>
Change in net position	554,643	554,643
<b>Net Position, beginning of year</b>	<u>9,348,756</u>	<u>9,348,756</u>
<b>Net Position, end of year</b>	<u><u>\$ 9,903,399</u></u>	<u><u>\$ 9,903,399</u></u>

The notes to the financial statements are an integral part of this statement.



City of Graceville, Florida  
Statement of Cash Flows – Proprietary Fund  
For the Year Ended September 30, 2018

	<u>Water &amp; Sewer</u>
<b>Cash Flows from Operating Activities:</b>	
Receipts from customers	\$ 1,625,253
Other operating cash receipts	5,462
Payments to suppliers	(518,324)
Payments to employees	(345,192)
Net Cash provided by operating activities	<u>767,199</u>
<b>Cash Flows from Noncapital Financing Activities:</b>	
Transfers to other funds	(454,000)
Loans to other funds	(45)
Net cash used by noncapital financing activities:	<u>(454,045)</u>
<b>Cash Flows from Capital and Related Financing Activities:</b>	
Capital Contributions	829,721
Purchases of capital assets	(1,094,322)
Principal payments on capital debt	(45,000)
Interest payments on capital debt	(58,158)
Net cash used by capital and related financing activities:	<u>(367,759)</u>
<b>Cash Flows from Investing Activities:</b>	
Interest Income	<u>2,174</u>
Net Increase in Cash and Cash Equivalents	(52,431)
Cash and Cash Equivalents, beginning of year	<u>892,367</u>
Cash and Cash Equivalents, end of year	<u>\$ 839,936</u>
Reconciliation of Operating Income to	
Net Cash Used in Operating Activities:	
Operating Gain	\$ 226,511
Adjustments to Reconcile Operating Income to	
Net Cash Used in Operating Activities:	
Depreciation	533,925
Amortization	706
Pension Expense	11,117
Change in Assets and Liabilities:	
Deferred Outflows - Contributions After the Measurement Date	(9,106)
(Increase) decrease in accounts receivable	4,940
Increase (decrease) in accounts payable	7,732
Increase (decrease) in other liabilities	(8,626)
Net cash provided by operating activities	<u>\$ 767,199</u>

The notes to the financial statements are an integral part of this statement

## NOTES TO FINANCIAL STATEMENTS

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

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NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

Introduction

The City of Graceville, Florida (the City) was incorporated in 1961 under Citation 61-2203 of the Laws of Florida. The City operates under a Commission-Manager form of government and provides the following services as authorized by its charter: public safety (police and fire), highways and streets, sanitation, health and social services, culture-recreation, public improvements, planning and zoning, and general administrative services.

The accounting and reporting framework and the more significant accounting principles and practices are discussed in subsequent sections of this Note. The remainder of the Notes are organized to provide explanations, including required disclosures, of the City's financial activities for the fiscal year ended September 30, 2018.

Reporting Entity

The definition of the reporting entity is based primarily on the notion of financial accountability. The financial statements of the City include the funds and account groups required to account for those financial activities, which are related to the City and are controlled by or dependent upon the City's legislative body. Control or dependence upon the City was determined on the basis of budget adoption, taxing authority and outstanding debt secured by revenues or general obligation of the City, and the City's legal responsibility to fund any deficits that may occur.

Government-wide Financial Statements

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the City as a whole, excluding fiduciary activities. Individual funds are not displayed, but the statements distinguish governmental activities, generally supported by taxes and City general revenues, from business-type activities, generally financed in whole or in part with fees charged to external customers.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees, fines and forfeitures, and other charges to users of the City's services; (2) operating grants and contributions which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which fund the acquisition, construction, or rehabilitation of capital assets and include fees to developers. These revenues are subject to externally imposed restrictions to these program uses. Taxes and other revenue sources not properly included with program revenues are reported as general revenues.

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

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NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES – Continued

Fund Financial Statements

Separate financial statements are provided for the governmental and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Basis of Accounting

The government-wide statements are reported using the economic resources measurement focus and the accrual basis of accounting generally including the reclassification or elimination of internal activity (between or within funds). Reimbursements are reported as reductions to expenses. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property tax revenues are recognized in the year for which they are levied while grants are recognized when grantor eligibility requirements are met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The City considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred, except for debt principal and interest which are recorded as expenditures in the year due.

Major revenue sources susceptible to accrual include: sales and use taxes, property taxes, intergovernmental revenues, and investment income. In general, other revenues are recognized when cash is received.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as needed.

Fund Types and Major Funds

Governmental Funds

The City reports the following major governmental funds:

General Fund – reports as the primary fund of the City. This fund is used to account for all financial resources not reported in other funds.

Proprietary Funds

The City reports the following major proprietary funds:

Water/Sewer – accounts for the revenues and expenses, capital assets and debt for the utility department of the City.

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

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NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES – Continued

Cash and Investments

Cash and Cash Equivalents include amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the government. Investments are stated at cost or amortized cost.

Inventory

Inventory is valued at the lower of cost (first-in, first-out) or market. Inventory consists of expendable supplies held for consumption. The cost is recorded as an expenditure at the time individual inventory items are purchased.

Bond Discounts and Issue Costs

Bond discounts and issue costs are amortized over the term of the bonds using the straight-line method, which, for the bond discounts, is not materially different than the effective interest method. Unamortized bond discounts are presented in the financial statements as a reduction in bonds payable and unamortized bond issue costs as deferred charges.

Restricted Assets

Restricted Assets consist of cash and investments, which is required by resolution to be set-aside for specific purposes and is therefore unavailable for general operating purposes.

Proprietary Fund Policies

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services in connection with a proprietary fund's principal ongoing operations. Operating expenses for the proprietary funds include the cost of personal and contractual services, supplies and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Capital Assets and Depreciation

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. The City defines capital assets as assets with an initial, individual cost of more than \$1,000 and capital assets with an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

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NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES – Continued

Capital Assets and Depreciation - Continued

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Estimated useful lives, in years, for depreciable assets are as follows:

Buildings	30-50
Electrical, sewer, water and wastewater system	30-50
Equipment	5-10
Infrastructure	50

Property Taxes

The City votes a local millage rate for the assessment of ad valorem property taxes. This rate was set at 4 mills for the October 2017 through September 2018 budget year. The Jackson County Property Appraiser's office includes this assessment with countywide property tax assessments. The Jackson County Tax Collector is charged with collecting these revenues and distributing to the City its share of these collections.

All taxes are generally due and payable on November 1 of each year. Discounts are allowed of four, three, two and one percent for payments in November through February, respectively. Delinquent taxes at April 1 are converted, by the County, into Tax Certificates. Therefore, there are no significant taxes receivable at year-end.

Long-Term Debt

In the government-wide financial statements, outstanding debt is reported as liabilities.

The governmental fund financial statements recognize the proceeds of debt as other financial sources of the current period.

Deferred Outflows of Resources

Deferred outflows of resources represent a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense or expenditure) until then. The deferred outflows of resources reported in the City's Statement of Net Position represent pension related balances for changes in actuarial assumptions, changes in the proportion and differences between the City's contributions and proportionate share of contributions, and the City's contributions subsequent to the measure date, relating to the Florida Retirement System (FRS) Pension Plan. These amounts will be recognized as increases in pension expense in future years.

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

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Deferred Inflows of Resources

Deferred inflows of resources represents acquisition of resources that applies to future reporting periods and will not be recognized as an inflow of resource (revenue) until then. The City reports deferred inflows in the Statement of Net Position for pension related balances for the difference between expected and actual economic experience, the net difference between projected and actual earnings of FRS Pension investments, and changes in the proportion and differences between the City's contribution and proportional share of contributions relating to the FRS Pension Plan. These amounts will be recognized as reductions in pension expense in future years.

Pensions

In the government-wide and proprietary funds statement of net position, liabilities are recognized for the City's proportionate share of the pension plan's net pension liability. For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the net position of the Florida Retirement System (FRS) defined benefit plan and additions to/deductions from FRS's net position has been determined on the same basis as they are reported by the FRS plans. For this purpose, plan contributions are recognized as of paid dates and benefit payments and refunds of employee contributions are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Fund Equity

The following fund balance classifications describe the relative strength of the spending constraints placed on the purpose for which resources can be used:

- Non-spendable – amounts that are not in a spendable form (such as inventory) or are required to be maintained intact;
- Restricted – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation;
- Committed – amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- Assigned – amounts the government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
- Unassigned – amounts that are available for any purpose; positive amounts are reported on in the general fund.

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

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NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES – Continued

Expenditures are considered to be applied to fund balances from most restrictive to least restrictive as appropriate.

City Council establishes (and modified or rescinds) fund balance commitments by passage of an ordinance or resolution. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund (such as for special incentives). At September 30, 2018 the City did not have any committed fund balances. Assigned fund balance is established by City council through adoption of amendment of the budget as intended for specific purpose (such as the purchase of fixed assets, construction, debt service, or for other purposes).

Risk Management and Insurance

The City insures itself against losses from casualty, accident and dishonesty by purchasing municipal insurance through the Florida League of Cities, Inc. The City believes the level of insurance purchased is adequate to protect against material loss. No significant changes in coverage or claims have been made in the last year.

Estimates

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

Budgets and Budgetary Accounting

The City uses the following procedures in establishing the budgetary data reflected in the financial statements.

1. City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
2. The budget is legally enacted through passage of an ordinance.
3. The budget of the General Fund is prepared on the modified accrual basis of accounting.

Budgetary control is at the departmental level.

The City's budget was amended on November 13, 2018.



City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

**NOTE 2 – CASH AND INVESTMENTS**

The City, in accordance with state and local regulations, deposits its cash funds in approved financial institutions. The financial institutions are required to pledge U.S. Government Securities as collateral for such funds. All deposits are in checking accounts, bank money market accounts, or certificates of deposit.

The City has not formally adopted deposit and investment policies that limit the government's allowable deposits or investments and address the specific types of risk to which the City might be exposed.

**Custodial Credit Risk**

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits (in excess of FDIC insurance) may not be returned.

At September 30, 2018, the City had the following cash deposits:

Amount insured by FDIC	\$ 500,000
Amount Subject to Custodial Risk (Risk of loss due to bank failure) Collateralized with securities pledged by the financial institution and held in trust, but not in the City's name	<u>723,671</u>
Total Deposits with Financial Institutions	<u><u>\$ 1,223,671</u></u>

The carrying value on the financial statements was \$1,105,675 on September 30, 2018.

**Interest Rate Risk**

Investments held by the City all have maturity dates of five years or less. At September 30, 2018 the City had no investment accounts.

**NOTE 3 – RECEIVABLES**

The City reported receivables as follows:

	GENERAL	UTILITY
Trade Accounts	\$ 20,433	\$ 144,405
Other Receivables	64,458	209,647
Less allowance for doubtful accounts	(870)	(2,330)
Receivables, net	\$ 84,021	\$ 351,722

Receivables arise primarily from utility services provided by the City of Graceville, Florida in the Utility Fund. The City grants credit to customers, substantially all of whom are local residents. In the General Fund, receivables are primarily the result of amounts due from other governments.

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

NOTE 4 – INTERNAL BALANCES AND TRANSFERS

At September 30, 2018, the City had interfund receivables and payables that resulted from various interfund transactions as follows:

	<u>Transfer In</u>	<u>Transfer Out</u>	<u>Purpose</u>
General Fund			
Water and Sewer Fund	\$ 454,000	\$ -	Operations
Water and Sewer Fund			
General Fund	<u>-</u>	<u>454,000</u>	Operations
	<u>\$ 454,000</u>	<u>\$ 454,000</u>	
	<u>Receivable</u>	<u>Payable</u>	<u>Purpose</u>
General Fund			
Receivable from Water and Sewer Fund	\$ 39,556	\$ -	Operations
Payable to Water and Sewer Fund		2,115	Operations
Water and Sewer Fund			
Receivable from General Fund	2,115		Operations
Payable to General Fund	<u>-</u>	<u>39,556</u>	Operations
	<u>\$ 41,671</u>	<u>\$ 41,671</u>	

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

**NOTE 5 – CAPITAL ASSETS**

Capital asset activity for the year ending September 30, 2018 was as follows:

	BEGINNING <u>BALANCE</u>	<u>INCREASES</u>	<u>DECREASES</u>	ENDING <u>BALANCE</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 585,993	\$ 26,000	\$ -	\$ 611,993
Total capital assets, not being depreciated:	<u>585,993</u>	<u>26,000</u>	<u>-</u>	<u>611,993</u>
Capital assets, being depreciated:				
Street paving	889,482	-	-	889,482
Buildings	1,481,422	-	-	1,481,422
Improvements other than buildings	922,465	-	-	922,465
Equipment	<u>1,783,763</u>	<u>56,617</u>	<u>-</u>	<u>1,840,380</u>
Total capital assets being depreciated:	<u>5,077,132</u>	<u>56,617</u>	<u>-</u>	<u>5,133,749</u>
Less: accumulated depreciation for:				
Street paving	416,277	12,094	-	428,371
Buildings	1,300,946	30,261	-	1,331,207
Improvements other than buildings	401,536	37,770	-	439,306
Equipment	<u>1,501,846</u>	<u>97,976</u>	<u>-</u>	<u>1,599,822</u>
Total Accumulated Depreciation	<u>3,620,605</u>	<u>178,101</u>	<u>-</u>	<u>3,798,706</u>
Total capital assets being depreciated, net	<u>1,456,527</u>	<u>(121,484)</u>	<u>-</u>	<u>1,335,043</u>
Governmental activities capital assets, net	<u>\$ 2,042,520</u>	<u>\$ (95,484)</u>	<u>\$ -</u>	<u>\$ 1,947,036</u>

Depreciation expense was charged to governmental activities as follows:

General government	\$ 42,044
Public safety	66,831
Transportation	25,343
Culture and recreation	<u>43,883</u>
Total governmental depreciation expense	<u>\$ 178,101</u>

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

NOTE 5 – CAPITAL ASSETS – Continued

	<u>BEGINNING</u> <u>BALANCE</u>	<u>INCREASES</u>	<u>DECREASES</u>	<u>ENDING</u> <u>BALANCE</u>
Business-type activities:				
Capital assets, not being depreciated:				
Construction in Process	\$ 207,976	\$ -	\$ 207,976	\$ -
Land	<u>2,560</u>	<u>-</u>	<u>-</u>	<u>2,560</u>
Total capital assets, not being depreciated:	<u>210,536</u>	<u>-</u>	<u>207,976</u>	<u>2,560</u>
Capital assets, being depreciated:				
Water and sewer system	10,205,734	1,086,514	-	11,292,248
Disposal plant	2,213,553	-	-	2,213,553
Improvements other than buildings	5,946,784	-	-	5,946,784
Equipment	<u>1,096,183</u>	<u>46,608</u>	<u>-</u>	<u>1,142,791</u>
Total capital assets being depreciated:	<u>19,462,254</u>	<u>1,133,122</u>	<u>-</u>	<u>20,595,376</u>
Less: accumulated depreciation for:				
Water and sewer system	3,195,513	307,716	-	3,503,229
Disposal plant	2,180,693	22,045	-	2,202,738
Improvements other than buildings	3,391,722	180,206	-	3,571,928
Equipment	<u>874,683</u>	<u>23,958</u>	<u>-</u>	<u>898,641</u>
Total Accumulated Depreciation	<u>9,642,611</u>	<u>533,925</u>	<u>-</u>	<u>10,176,536</u>
Total capital assets being depreciated, net	<u>9,819,643</u>	<u>599,197</u>	<u>-</u>	<u>10,418,840</u>
Business-type activities capital assets, net	<u>\$ 10,030,179</u>	<u>\$ 599,197</u>	<u>\$ 207,976</u>	<u>\$ 10,421,400</u>

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

NOTE 6 - LONG TERM DEBT

Business-type activities

Revenue Bonds:

Water and sewer bonds -1994 Series

Authorized and issued \$1,085,000, interest at 4.5%, principal and interest payable annually on September 1, with principal payments beginning in 1996, collateralized by net revenues of the system.

Bonds were sold to U.S. Department of Agriculture, Rural Development

\$ 667,000

Water and sewer revenue bonds - 1998 Series

Authorized and issued \$802,400, interest at 4.5%, principal and interest payable annually on September 1, with principal payments beginning in 2001, collateralized by net revenues of the system.

Bonds were sold to U.S. Department of Agriculture, Rural Development

580,400

Total business-type activities

\$ 1,247,400

The following is the debt service requirements for the business type activities revenue bond and note payable at September 30, 2018:

<u>Due Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2019	\$ 49,000	\$ 56,133	\$ 105,133
2020	50,000	53,928	103,928
2021	52,000	51,678	103,678
2022	55,000	49,338	104,338
2023	57,000	46,863	103,863
2024-2028	326,000	193,410	519,410
2029-2033	408,000	112,995	520,995
2034-2038	250,400	29,970	280,370
	<u>\$1,247,400</u>	<u>\$ 594,315</u>	<u>\$1,841,715</u>

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

NOTE 6 - LONG TERM DEBT – Continued

Long-term debt activity for the year ended September 30, 2018, was as follows:

	BEGINNING			ENDING	DUE
	<u>BALANCE</u>	<u>INCREASES</u>	<u>DECREASES</u>	<u>BALANCE</u>	<u>WITHIN</u>
					<u>ONE YEAR</u>
Governmental activities:					
Compensated absences	\$ 130,043	\$ 13,406	\$ -	\$ 143,449	\$ 35,862
	<u>130,043</u>	<u>13,406</u>	<u>-</u>	<u>143,449</u>	<u>35,862</u>
Business-type activities:					
Revenue bonds	1,292,400	-	45,000	1,247,400	49,000
Compensated absences	<u>54,036</u>	<u>-</u>	<u>5,871</u>	<u>48,165</u>	<u>12,040</u>
	<u>1,346,436</u>	<u>-</u>	<u>50,871</u>	<u>1,295,565</u>	<u>61,040</u>
Total	<u>\$ 1,476,479</u>	<u>\$ 13,406</u>	<u>\$ 50,871</u>	<u>\$ 1,439,014</u>	<u>\$ 96,902</u>

Compensated Absences

All full-time employees earn annual and sick leave starting with the first day of employment.

Annual leave is earned at five days annually during the first year of employment. Beginning with the second year through the end of the sixth year, annual leave will accrue at the rate of ten days annually. For the seventh year through the fifteenth year, annual leave will accrue at the rate of twenty days annually. A maximum of thirty days annual leave time may be carried over from one fiscal year to the next. An employee who terminated employment with the City is paid for any unused annual leave accumulated at the time of termination, up to a maximum of thirty days.

Sick leave is earned at the rate of eight hours for each month of service with no maximum limit on the number of hours, which may be accumulated. Employees are allowed to convert up to four hours per year of sick leave for either vacation or compensation. An employee who terminated employment with the City is paid a percentage of accrued leave up to 480 hours based on years of service.

NOTE 7 – BOND RESOLUTION REQUIREMENTS

Proprietary Fund Type – Enterprise Fund – Water System

The Resolution 92-1110 and supplemented by Resolution 98-0909 adopted February 11, 1997 requires the establishment of certain “trust funds” to ensure repayment of the Water System Revenue Bonds. A summary of these requirements is as follows:

- A. All cash income from the ownership and operation of the system shall be deposited into the “Revenue Fund” on or before the 15<sup>th</sup> day of each month. Transfers are to be made to certain funds.
- B. The “Operation and Maintenance” Fund is to be used exclusive for the purpose of received funds transferred monthly from the revenue fund and for paying the operating and maintenance expenses of the system pursuant to the annual budget.
- C. The “Sinking Fund” is to be used exclusively for the purpose of paying principal and interest on the bonds and is to be funded by transferring each month from the “Revenue Fund” one-twelfth of the next annual interest and principal requirement.
- D. The “Reserve Account” is to be established by transferring on or before the 15<sup>th</sup> of each month from the “Revenue Fund” the sum of one-twelfth of one-tenth of the Maximum Bond Service Requirement until such time as the funds therein shall equal the Maximum Bond Service requirement, and monthly thereafter such amount as may be necessary to maintain the Maximum Bond Service Requirement in the Reserve Account, but not exceeding one-twelfth of one-tenth of the Maximum Bond Service Requirement Monthly. Moneys in the Reserve Account shall be used only for (1) paying the principal of and interest on the Bonds in the event that the moneys in the Sinking Fund shall ever be insufficient to meet such payments, (2) paying the cost of repairing or replacing any damage to the System which shall be caused by an unforeseen catastrophe, (3) constructing improvements or extensions to the System which shall increase its Net and which shall be approved by the Consulting Engineers, if the Issuer shall not then be in default under any of the provisions of the resolution, and (4) repaying governmental advances as provided under the Resolution.
- E. Excess Funds not required by the above accounts are to be transferred to the Water and Sewer system Revenue Bonds Redemption Account. This account is to be used to redeem the Bonds in inverse order to acquire outstanding bonds subject to limitations.

NOTE 8 - PENSION PLANS

*General Information about the Pension Plan*

Plan Description

The City of Graceville participates in the Florida Retirement System (FRS), a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of two cost-sharing, multiple-employer defined benefit plans and other nonintegrated programs. The plans provide retirement, disability or death benefits to retirees or their designated beneficiaries. Chapter 121, Florida Statutes, establishes the authority for benefit provisions. Changes to the law can only occur through an act of the Florida Legislature. A comprehensive annual financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report and other relevant information, is available from the Florida Department of Management Services' website ([www.dms.myflorida.com](http://www.dms.myflorida.com)).

The Florida Retirement System (FRS) Pension plan is a cost-sharing, multiple-employer qualified defined benefit pension plan with a Deferred Retirement Option Program (DROP) available for eligible employees. The FRS was established and is administered in accordance with Chapter 121, Florida Statutes. Retirees receive a lifetime pension benefit with joint and survivor payment options. FRS membership is compulsory for employees filling regularly established positions in a state agency, county agency, state university, state community college, or district school board, unless restricted from FRS membership under Section 121.053 and 121.122, Florida Statutes, or allowed to participate in a defined contribution plan in lieu of FRS membership. Participation by cities, municipalities, special districts, charter schools and metropolitan planning organizations is optional.

The Retiree Health Insurance Subsidy (HIS) Program is a cost-sharing, multiple employer defined benefit pension plan established and administered in accordance with Section 112.363, Florida Statutes. The benefit is a monthly payment to assist retirees of the state-administered retirement system in paying their health insurance costs. To be eligible to receive a HIS benefit, a retiree under one of the state administered retirement systems must provide proof of eligible health insurance coverage, which can include Medicare.

Benefits

For employees initially enrolled before July 1, 2011, normal retirement benefits are available to regular class employees who retire with at least 6 years of service and have reached age 62; the age after 62 the member becomes vested; or with 30 years of service at any age. Special risk class employees may receive normal retirement benefits with at least 6 years of special risk service after reaching age 55; to age after 55 the member becomes vested; after 25 years of service, consisting of both special risk service and up to four year of wartime military service, and age 52; after 25 years special risk service regardless of age; or with 30 years any creditable service regardless of age.



City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

NOTE 8 - PENSION PLAN - Continued

For employees enrolled after July 1, 2011, regular class employees receive benefits with eight years of service and age 65 or 33 years of service, regardless of age. Special risk class employees are vested with eight years of special risk service and age 60; 30 years of service, consisting of both special risk service and up to four years of wartime military service, and age 57; 30 years of special risk service, regardless of age; or 33 years of any creditable service, regardless of age.

Service retirement benefits 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 employees initially enrolled prior to July 1, 2011 benefits, the average final compensation is the average of the five highest fiscal years' earnings; for employees initially enrolled on or after July 1, 2011, the average final compensation is the average of the eight 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 plan and/or class to which the employee belonged when the service credit was earned.

The System provides for several benefit options, disability benefits and survivor benefits.

The cost-of-living adjustment for retirements effective before August 1, 2011 is 3% per year. The cost-of-living adjustment formula for retirees with an effective retirement date on or after August 1, 2011, will be the sum of the pre-July 2011 service credit divided by the total service credit earned multiplied by 3 percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Contributions

The City is required to contribute at an actuarially determined rate. The contributions requirements of plan members and the City are established and may be amended by the Florida Legislature.

Applicable rates effective July 1, 2017 were:

Class	Employee Contribution Rate	Employer Contribution Rate	Total Contribution Rate
Regular	3.00%	7.92%	10.92%
Special Risk	3.00%	23.27%	26.27%
Senior Management	3.00%	22.71%	25.71%
DROP	N/A	13.26%	13.26%

The above rates include a 1.66% health insurance subsidy contribution.

Total payroll for the City's employees covered by the System was \$1,230,664 for the year ended September 30, 2018.

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

**NOTE 8 - PENSION PLAN - Continued**

The City's contributions for the year ended September 30, 2018 were \$121,042 to the FRS and \$20,167 to the HIS.

*Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of resources Related to Pensions*

At September 30, 2018, the City reported a liability for its proportionate shares of the net pension liability. The net pension liability for the FRS Pension Plan and HIS program was measured as of June 30, 2018 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation dated June 30, 2018. The City's Proportions of the net pension liabilities was based on the City's share of contributions to the pension plans relative to the contributions of all participating entities, actuarially determined.

	<u>FRS</u>	<u>HIS</u>	<u>Total</u>
Net pension liability at September 30, 2018	\$ 1,279,283	\$ 393,606	\$ 1,672,889
Proportion at:			
June 30, 2018	0.004247214%	0.003718840%	
June 30, 2017	0.004120591%	0.003709253%	
Pension expense (benefit), year ended September 30, 2018	<u>\$ 123,010</u>	<u>\$ 13,369</u>	<u>\$ 136,379</u>

At September 30, 2017 the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>FRS</u>		<u>HIS</u>	
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 108,372	\$ (3,933)	\$ 6,026	\$ (670)
Changes of assumption	418,007	-	43,775	(41,615)
Net difference between projected and actual earnings on pension plan investments	(1)	(98,840)	74	164
Changes in proportion and differences between City contributions and proportionate share of contributions	24,691	(19,464)	5,626	(6,064)
City contributions subsequent to the measurement date	35,672	-	5,530	-
Total	<u>\$ 586,741</u>	<u>\$ (122,237)</u>	<u>\$ 61,031</u>	<u>\$ (48,185)</u>

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

NOTE 8 - PENSION PLAN - Continued

Deferred outflows of resources related to pensions included \$ 30,844 for FRS and \$5,264 for HIS resulting from contributions subsequent to the measurement date. This amount will be recognized as a reduction of the net pension liability in the year ended September 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended September 30,	FRS	HIS
2019	\$ 166,148	\$ 2,280
2020	113,389	2,266
2021	15,810	2,259
2022	75,502	1,693
2023	50,485	668
Thereafter	7,499	(1,851)

Actuarial Methods and Assumptions

The Florida Retirement System (FRS) Actuarial Assumption Conference is responsible for setting the assumptions used in the funding valuations of the defined benefit pension plan pursuant to section 216.136(10), Florida Statutes. The division determines the assumptions in the valuations for GASB 67 reporting purposes. The FRS Pension Plan's GASB 67 valuation is performed annually. The HIS Program has a valuation performed biennially that is updated for GASB reporting in the year a valuation is not performed. The most recent experience study for the FRS Pension Plan was completed in 2014 for the period July 1, 2008, through June 30, 2013. Because the HIS Program is funded on a pay-as-you-go basis, no experience study has been completed for that program. The actuarial assumptions that determined the total pension liability for the HIS Program was based on certain results of the most recent experience study for the FRS Pension Plan.

The total pension liability for each cost-sharing defined benefit plan was determined using the individual entry age actuarial cost method. Inflation increases for both plans as assumed at 2.60%. Payroll growth, including inflation, for both plans is assumed at 3.25%. Both the discount rate and the long-term expected rate of return used for FRS Pension Plan investment is 7.00%. The plan's 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 uses a pay-as-you-go funding structure, a municipal bond rate of 3.87% was used to determine the total pension liability for the program (Bond Buyer General Obligation 20-Bond Municipal Bond Index). Mortality assumptions for both plans were based on the Generational RP-2000 with Projection Scale BB tables.

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

NOTE 8 - PENSION PLAN - Continued

The following changes in actuarial assumptions occurred in 2018:

- FRS: The long-term expected rate of return was decreased from 7.10% to 7.00%, and the active member mortality assumption was updated.
- HIS: The municipal rate used to determine the total pension liability was increased from 3.58% to 3.87%.

The long-term expected rate of return assumption of 7.00% consists of two building block components: 1) a real (in excess of inflation) return of 4.40 %, consistent with the currently articulated real return target in the current Florida State Board of Administration's investment policy, developed using capital market assumptions calculated by Aon Hewitt Investment Consulting; and 2) a long-term average annual inflation assumption of 2.60% as adopted in October 2018 by the FRS Actuarial Assumption Conference. In the opinion of the FRS consulting actuary, Milliman, both components and the overall 7.00% return assumption were determined to be reasonable and appropriate per the Actuarial Standards of Practice. The 7.00 percent reported investment return assumption differs from the 7.40 percent investment return assumption chose by the 2018 FRS Actuarial Assumption Conference for funding policy purposes, as allowable under governmental accounting and reporting standards. The table below summarizes the key assumptions for each of the asset classes in which the plan was invested at that time based on the long-term target allocation. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumptions. These assumptions are not based on historical return, but instead are based on a forward-looking capital market model.

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Annual Arithmetic Return</u>	<u>Compound Annual (Geometric) Return</u>	<u>Standard Deviation</u>
Cash	1.0%	2.9%	2.9%	1.8%
Fixed income	18.0%	4.4%	4.3%	4.0%
Global equity	54.0%	7.6%	6.3%	17.0%
Real Estate	11.0%	6.6%	6.0%	11.3%
Private equity	10.0%	10.7%	7.8%	26.5%
Strategic investments	6.0%	6.0%	5.7%	8.6%
Assumed Inflation - Mean			2.6%	1.9%

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

NOTE 8 - PENSION PLAN - Continued

Pension Liability Sensitivity

The following table demonstrates the sensitivity of the net pension liability to changes in the discount rate. The sensitivity analysis shows the impact to the City proportionate share of the net pension liability if the discount rate was 1% higher or 1% lower than the current discount rate:

	FRS			HIS		
	Current			Current		
	1% Decrease	Discount Rate	1% Increase	1% Decrease	Discount Rate	1% Increase
	<u>6.00%</u>	<u>7.00%</u>	<u>8.00%</u>	<u>2.87%</u>	<u>3.87%</u>	<u>4.87%</u>
City's proportionate share of net pension liability	\$2,334,745	\$1,279,283	\$402,659	\$448,294	\$393,606	\$348,020

Pension Plan Fiduciary Net Position

Detailed information about the FRS Plan's fiduciary net position is available in a separately-issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report. The report may be obtained through the Florida Department of Management Services website: <http://www.dms.myflorida.com>.

NOTE 9 – COMMITMENTS AND CONTINGENCIES

An underground fuel tank was removed from City property during 1992 and contamination was found. The City is cooperating with the State of Florida Department of Environmental Protection (FDEP) in performing the soil testing and clean-up. The City received approval from FDEP in a letter dated November 18, 1994 for reimbursement of up to \$300,000 of allowable costs less a \$30,000 deductible under the Florida Petroleum Liability and Restoration Insurance Program.

Petroleum Cleanup

On January 10, 1995, the City Council approved a contract with Florida Groundwater Services (FSG) to perform additional testing to prepare a contamination assessment report and to perform the contamination clean-up for the amount of the reimbursement from the State. Field activities were initiated by FGS on January 31, 1995. Soil borings and monitoring wells were installed to determine the extent of soil and groundwater contamination. Prior to completion of the contamination assessment, a moratorium was instituted on March 27, 1995 by the State for State-funded contamination assessment reports. Contamination assessment by FGS was suspended pending ranking of sites for subsequent reactivation by the State. On August 8, 1995, the City received a site priority ranking score of 37.

City of Graceville, Florida  
Notes to Financial Statements  
September 30, 2018

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NOTE 9 – COMMITMENTS AND CONTINGENCIES - Continued

Contamination assessment field activities were resumed by FGS on September 8, 1995 and the contamination assessment report was completed in March 1996, and submitted to FDEP for approval. FGS proceeded with work at the site during the year ended September 30, 2002 and submitted invoices to FDEP directly for payment from the reimbursement program. According to records obtained from FDEP, a total of \$214,040 has been paid by FDEP and the City for work performed at the site as of September 30, 2001. The City was advised by FGS that unanticipated work requirements had increased their costs for site assessment. FSG estimated that completion of the cleanup would cost well in excess of the remaining funds available through the reimbursement program.

Subsequently, the City signed a contract with Advanced Environmental Technologies, LLC, (AET) to complete the cleanup of the site. AET represented to the City that they could complete the cleanup with the funds remaining under the reimbursement program utilizing their technology and assistance from FDEP. On January 20, 2003, AET submitted plans to FDEP for soil boring and sample collection activities for the Graceville City Hall Site. A template site assessment report was submitted on November 26, 2002 by AET. AET informed the City they had completed the project, but FDEP did not clear the clean-up because they felt additional work was needed. AET has submitted new plans to FDEP for additional work needed. Management felt there was no anticipated liability for the City. In September 30, 2006, a new contractor had been assigned by FDEP and as of September 30, 2018 cleanup is complete and is pending release form DEP.

Grants

The City received grants for specific purposes that are subject to review and audit by Federal and State agencies. Such audits could result in a request for reimbursement by the agencies for expenditures disallowed under the terms and conditions of the grant. City management believes that such disallowances, if any, would not be significant.

Accrued Leave

Under past administration, the City allowed employees to accrue vacation leave in excess of what the City's policy allows. The City is in the process of reducing excess leave.

Consent Order

The City of Graceville was placed on consent order from DEP effective September 19, 2018. The consent order addresses chronic sanitary sewer overflows which effected Holmes Creek. The City negotiated in-kind projects to offset penalties. Remedial work includes identifying the cause or cause of the SSO by completing a comprehensive system stem in order to address areas of concern. The City will be responsible for prioritizing and providing corrective actions to areas of concern.

Hurricane Michael

The City of Graceville experienced effects from Hurricane Michael which impacted out area in October 2018. The City of Graceville to date has coordinated near all debris removal. Of specific note is damage to Tiger Park facilities, Martin Park facilities, as well as significant damage to the Graceville Fire Department, which has necessitated temporary housing for the Fire Department being provided by insurance for twelve months. To date, a comprehensive report of damage to the fire department is pending.

REQUIRED SUPPLEMENTARY INFORMATION

Required Supplementary Information  
City of Graceville, Florida  
Budgetary Comparison Schedule – General Fund  
For the Year Ending September 30, 2018

	Budgeted Amounts		Actual Amounts
	Original	Final	(GAAP Basis)
<b>REVENUES</b>			
Taxes	\$ 892,327	\$ 921,773	\$ 938,321
Licenses & Permits	115,212	124,736	124,407
Intergovernmental Revenues	217,462	237,120	236,499
Charges for Services	261,122	257,324	364,194
Fines and Forfeitures	2,100	1,581	1,581
Miscellaneous Revenues	37,535	133,785	18,731
Total Revenues	<u>1,525,758</u>	<u>1,676,319</u>	<u>1,683,733</u>
<b>EXPENDITURES</b>			
Current:			
General Government	1,033,576	1,358,323	620,521
Public Safety	605,738	669,351	621,586
Health and Sanitation	194,000	169,292	169,292
Transportation	513,005	508,892	505,457
Culture/Recreation	217,963	214,261	215,485
Capital Outlay	75,400	61,389	61,390
Total Expenditures	<u>2,639,682</u>	<u>2,981,508</u>	<u>2,193,731</u>
Excess (deficiency) of revenues over expenditures	<u>(1,113,924)</u>	<u>(1,305,189)</u>	<u>(509,998)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfers In	450,000	453,025	454,000
Total Other Financing Sources (Uses)	<u>450,000</u>	<u>453,025</u>	<u>454,000</u>
Net Change in Fund Balances	(663,924)	(852,164)	(55,998)
Fund Balances - beginning	220,747	220,747	220,747
Fund Balances - ending	<u>\$ (443,177)</u>	<u>\$ (631,417)</u>	<u>\$ 164,749</u>

Note: This schedule is prepared on the modified accrual basis of accounting.

The notes to the financial statements are an integral part of this statement



Schedule of the City of Graceville's Proportionate share of Net Pension Liability  
 Florida Retirement System  
 Last 5 Fiscal Years\*

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	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
City's porportion of the Net Pension Liability	0.004247214%	0.004120591%	0.004164366%	0.004088997%	0.004145061%
City's porportionate share of Net Pension Liability	\$ 1,279,283	\$ 1,218,843	\$ 1,051,506	\$ 528,149	\$ 252,910
City's Covered Employee Payroll	\$ 1,230,664	\$ 1,200,506	\$ 1,173,814	\$ 1,138,721	\$ 1,091,458
City's porportionate share of Net Pension Liability as a percentage of its covered-employee payroll	103.95%	101.53%	89.58%	46.38%	23.17%
Plan Fiduciary Net Position as a percentage of the Total Pension Liability	84.26%	83.89%	84.88%	92.00%	96.09%

\* The amounts presented for each fiscal year were determined as of 6/30.

Note: Information is required to be presented for 10 years. However, until a full 10-year trend is compiled, the City will present information for only those years for which the information is available.

Schedule of the City of Graceville's Contributions  
Florida Retirement System  
Last 5 Fiscal Years\*

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	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually Required Contribution	\$ 121,042	\$ 107,269	\$ 101,555	\$ 99,693	\$ 90,794
Contributions in Relation to the Contractually Required Contribution	<u>(121,042)</u>	<u>(107,269)</u>	<u>(101,555)</u>	<u>(99,693)</u>	<u>(90,794)</u>
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's Covered-Employee Payroll	1,230,664	1,200,506	1,173,814	1,138,721	1,091,458
Contributions as a Percentage of Covered-Employee Payroll	9.84%	8.94%	8.65%	8.75%	8.32%

\* The amounts presented for each fiscal year were determined as of 6/30.

Note: Information is required to be presented for 10 years. However, until a full 10-year trend is compiled, the City will present information for only those years for which the information is available.

Schedule of the City of Graceville's Proportionate share of Net Pension Liability  
Health Insurance Subsidy Program  
Last 5 Fiscal Years\*

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	<u>2018</u>		<u>2017</u>		<u>2016</u>		<u>2015</u>		<u>2014</u>
City's porportion of the Net Pension Liability	0.003718840%		0.003709253%		0.003656503%		0.003703649%		0.003677694%
City's porportionate share of Net Pension Liability	\$ 393,606	\$	396,610	\$	426,150	\$	377,714	\$	343,873
City's Covered Employee Payroll	\$ 1,230,664	\$	1,200,506	\$	1,173,814	\$	1,138,721	\$	1,091,458
City's porportionate share of Net Pension Liability as a percentage of its covered-employee payroll	31.98%		33.04%		36.30%		33.17%		31.51%
Plan Fiduciary Net Position as a percentage of the Total Pension Liability	2.15%		1.64%		0.97%		0.50%		0.99%

\* The amounts presented for each fiscal year were determined as of 6/30.

Note: Information is required to be presented for 10 years. However, until a full 10-year trend is compiled, the City will present information for only those years for which the information is available.

Schedule of the City of Graceville's Contributions  
Health Insurance Subsidy Program  
Last 5 Fiscal Years\*

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	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually Required Contribution	\$ 20,167	\$ 19,630	\$ 18,742	\$ 14,158	\$ 12,599
Contributions in Relation to the Contractually Required Contribution	<u>(20,167)</u>	<u>(19,630)</u>	<u>(18,742)</u>	<u>(14,158)</u>	<u>(12,599)</u>
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's Covered-Employee Payroll	1,230,664	1,200,506	1,173,814	1,138,721	1,091,458
Contributions as a Percentage of Covered-Employee Payroll	2.15%	1.64%	1.60%	1.24%	1.15%

\* The amounts presented for each fiscal year were determined as of 6/30.

Note: Information is required to be presented for 10 years. However, until a full 10-year trend is compiled, the City will present information for only those years for which the information is available.

INDEPENDENT ACCOUNTANTS' REPORT  
EXAMINATION REPORT

# GRIMSLEY, CAVIN & COMPANY, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

OWEN W. GRIMSLEY, C.P.A.  
DALE L. CAVIN, C.P.A.

MEMBERS  
FLORIDA INSTITUTE AND  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT ACCOUNTANT'S EXAMINATION REPORT

Honorable Mayor and City Council Members  
City of Graceville  
Graceville, Florida

We have examined the compliance of the City of Graceville, Florida with Section 218.415, Florida Statutes for the year ended September 30, 2018. Management is responsible for the City's compliance with those requirements. Our responsibility is to express an opinion on the City's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the City complied with Section 218.415, Florida Statutes in all material respects. An examination involves performing procedures to obtain evidence about whether the City complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the City's compliance with specified requirements.

In our opinion, the City of Graceville, Florida complied, in all material respects, with the requirements of Section 218.415, Florida Statutes for the year ended September 30, 2018.

*Grimsley, Cavin & Company*

May 3, 2019  
Marianna, Florida

Grimsley, Cavin & Company, P.A.  
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT  
REQUIRED BY  
GOVERNMENTAL AUDITING STANDARDS

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  
*GOVERNMENT AUDITING STANDARDS*



# GRIMSLEY, CAVIN & COMPANY, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

OWEN W. GRIMSLEY, C.P.A.  
DALE L. CAVIN, C.P.A.

MEMBERS  
FLORIDA INSTITUTE AND  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

## 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 Mayor and City Council Members  
City of Graceville, Florida  
Graceville, Florida 32440

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audit 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 the City of Graceville, Florida, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City of Graceville, Florida's basic financial statements and have issued our report thereon dated May 3, 2019.

### **Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Graceville, 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 the City of Graceville, Florida's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Graceville, 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, 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 as item 2007-001 to be a material weakness.

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. We consider the deficiency described in the accompanying schedule as item 2006-001 to be a significant deficiency.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Graceville, 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 testes disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **City of Graceville, Florida's Response to Findings**

The City of Graceville, Florida's response to the findings identified in our audit is described in the accompanying section of the report titled Response to Audit Findings. The City of Graceville, 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.

Marianna, Florida  
May 3, 2019

*Grimsley, Cavin & Company*  
Grimsley, Cavin & Company, P.A.  
Certified Public Accountants

## SCHEDULE OF FINDINGS

City of Graceville, Florida  
Schedule of Findings  
For the Year Ended September 30, 2018

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2006-001

Criteria – Custody of assets, record keeping and recording of assets should have adequate separation.

Condition – Due to the size of the organization, proper separation of duties may not be feasible.

Effect – Internal controls lack proper checks and balances due to the size of the organization.

Cause – This is a small bookkeeping system.

Recommendation – Management should remain very active and involved in the day-to-day operations. Controls should be established to provide checks and balances.

2007-001

Criteria – An entity's system of internal control over financial reporting should include controls over the prevention, detection and correction of misstatements in the audited financial statements.

Condition – The City relies on the external auditor to assist with preparing and explaining financial statements in conformity with generally accepted accounting principles.

Effect – Since the auditor cannot be a part of an entity's system of internal accounting control, the City's system of internal accounting control over the financial reporting is not sufficient by itself to prevent, detect or correct misstatements in the audited financial statements.

Cause – The City has a small accounting staff necessitated by the overall small size of the entity. They do not consider it cost effective to develop and maintain a system of internal accounting control sufficient to prepare financial statements in accordance with generally accepted accounting principles, nor to maintain internal staff with sufficient knowledge to develop and maintain controls to prevent, detect or correct misstatements in audited financial statements.

Recommendation – The City should continue to consider the effects of the cost of developing and benefits of implementing such a system as compared with understanding that due to the size of their accounting department, they will continue to need external assistance with the preparation and understanding of financial statements in accordance with generally accepted accounting principles.

INDEPENDENT AUDITOR'S REPORT TO MANAGEMENT  
REQUIRED BY THE STATE OF FLORIDA

# GRIMSLEY, CAVIN & COMPANY, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

OWEN W. GRIMSLEY, C.P.A.  
DALE L. CAVIN, C.P.A.

MEMBERS  
FLORIDA INSTITUTE AND  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

Honorable Mayor and City Council Members  
City of Graceville  
Graceville, Florida

## Report on the Financial Statements

We have audited the financial statements of the City of Graceville, Florida as of and for the fiscal year ended September 30, 2018, and have issued our report thereon dated May 3, 2019.

## Auditor's 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 Auditor's 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*; Schedule of Findings; and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated May 3, 2019, 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 financial audit report. Corrective actions have been taken to address findings and recommendations made in the preceding financial audit report except as noted below under the heading Prior Year Findings and Recommendations.

The management letter items are as follows:

Tabulation of Uncorrected Audit Findings		
Current Year Finding #	2016-17 FY Finding #	2015-16 FY Finding #
2012-001	2012-001	2012-001

The schedule of findings items are as follows:

Tabulation of Uncorrected Audit Findings		
Current Year Finding #	2016-17 FY Finding #	2015-16 FY Finding #
2006-001	2006-001	2006-001
2007-001	2007-001	2007-001

**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 this management letter, unless disclosed in the notes to the financial statements. This information is disclosed in the notes to the financial statements.

**Financial Condition and Management**

Sections 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the City of Graceville, Florida has met one or more of the conditions described in Section 218.503(1) Florida Statutes, and to identify the specific conditions met. In connection with our audit, we determined that the City of Graceville, Florida did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the City of Graceville, Florida. It is management’s responsibility to monitor the City of Graceville, Florida’s financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. See items below under Prior Year Findings for our recommendations.

### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate 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 warrant the attention of those charged with governance. In connection with our audit, we did not note 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, Federal and other granting agencies, the Mayor and City Council, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

### Prior Year Findings

#### 2012-001

It was noted during the audit that an inventory of property owned by the City has not been completed in several years. It is recommended that the City establish a policy for periodic review of property records in compliance with Florida Statute 274.02. This item remains.



Current Year Findings

None

Marianna, Florida  
May 3, 2019

*Grimsley, Cavin & Company*

Grimsley, Cavin & Company, P.A.  
Certified Public Accountants

## RESPONSE TO AUDIT FINDINGS

# CITY OF GRACEVILLE

Post Office Box 637  
Graceville, Florida 32440

J. Eugene Adams  
City Manager

Michelle C. Watkins  
City Clerk



Telephone  
(850) 263-3250

FAX  
(850) 263-7387

May 3, 2019

Grimsley Cavin and Company  
Post Office Drawer 457  
Graceville, Florida 32440

RE: Annual Financial Report for Fiscal Year 2017- 18

Dear Sirs or Madam,

In response to the concerns raised in the Annual Financial Report for FY 2017- 2018, the following actions are proposed.

**Prior Year Reportable Finding 06-01**

Management will remain actively involved in day to day accounting activities.

**Prior Year Reportable Finding 07-01**

Management will continue to evaluate the cost and necessity of external accounting assistance related to operations taking into consideration the size of the accounting staff and financial circumstances of the City.

**Current Year Management Letter Findings**

**2012-01** City management will work at developing an inventory management system that will allow of periodic review of property.

Sincerely,

Arthur P W Obar Jr.  
City Mayor