

TOWN OF MALONE
ANNUAL FINANCIAL REPORT
SEPTEMBER 30, 2018

TOWN OF MALONE, FLORIDA
AS OF SEPTEMBER 30, 2018

MAYOR

Gene P. Wright

COUNCIL MEMBERS AS OF SEPTEMBER 30, 2018

Brenda Welch
Sallie Gibson
Greg Ford
Victoria Garrett
Kenneth Campbell

TOWN CLERK

Linda Wilson

TOWN ATTORNEY

Charles M. Wynn

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.

INDEPENDENT AUDITOR'S REPORT

MEMBERS
FLORIDA INSTITUTE AND
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

Honorable Mayor and Town Council Members
Town of Malone
Malone, Florida 32445

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 Town of Malone, Florida, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the Town of Malone, 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 Town of Malone, 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 and budgetary comparison information on pages 3-7 and 28-29 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 June 17, 2019, on our consideration of the Town of Malone, 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 Town of Malone, 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 Town of Malone, Florida's internal control over financial reporting and compliance.

Grimsley, Cavin & Company

June 17, 2019
Marianna, Florida

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

MANAGEMENT DISCUSSION AND ANALYSIS

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

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

Financial Highlights

The assets of the Town of Malone exceeded its liabilities at September 30, 2018 by \$2,802,726 (net position). Of this amount \$ 124,246 (unrestricted net position) may be used to meet the Town's ongoing obligations to citizens and creditors.

Town Highlights

Sewer Fund had a large increase in revenue of \$356,543 and expenses of \$356,543 due to a Northwest Florida Water Management District Grant project to install a sewer lift station and sewer lines to Malone High School.

Sewer Fund had a \$30,000 revenue and expense for a USDA Sewer Feasibility Study.

Using This Annual Report

The financial statement's focus is on both the Town as a whole (government-wide) and on the major individual funds. Both perspectives (government-wide and major fund) allow the user to address relevant questions, broaden a basis for comparison (year to year or government to government) and enhance the Town's accountability.

This discussion and analysis is intended to serve as an introduction to the Town'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 Town'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 (short-term spendable 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 Town presented on the accrual basis of accounting.

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

The Statement of Activities presents information showing how the Town'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 government's general tax and other revenues. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in the future fiscal periods (e.g. uncollected taxes earned and earned but unused vacation leave). This statement is intended to summarize and simplify the user's analysis of cost of various governmental services. An increase or decrease in net position is an indication of whether the Town's financial health is improving or deteriorating.

MANAGEMENT DISCUSSION AND ANALYSIS

Both financial statements distinguish the functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities). The governmental activities of the Town include general government, public safety, streets and health and human services.

The government-wide financial statements can be found on pages 8-9 of the town's annual financial report.

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 Town, 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 Town can be divided into two categories: governmental and proprietary. Traditional uses of governmental financial statements will find the fund financial statements 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 government-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 Town's near-term financing requirements.

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

The Town maintains two governmental funds and information on these funds is presented in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balances.

The Town adopts an annual appropriated budget for its General Fund and Gas Tax. Budgetary comparison statements have been provided for these funds to demonstrate compliance with the budget and are presented as required supplemental information. This information may be found on pages 28-29 of the annual financial report.

The basic governmental fund financial statements can be found on pages 10-13 of the annual financial report.

Proprietary Funds

The Town maintains two proprietary fund types. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses an enterprise fund to account for its water and sewer funds. The proprietary fund 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 page 14-16 of the annual financial 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 17 of the annual financial report.

Infrastructure Assets

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

MANAGEMENT DISCUSSION AND ANALYSIS

GOVERNMENT-WIDE FINANCIAL ANALYSIS

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

Statement of Net Position

The following schedule reflects the condensed Statement of Net Position:

STATEMENT OF NET POSITION As of September 30, 2018

	Governmental		Business-Type		Total	
	<u>Activities</u>		<u>Activities</u>			
	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>
Current and other Assets	\$ 140,166	\$ 242,185	\$ 226,648	\$ 157,048	\$ 378,676	\$ 399,233
Capital Assets	<u>1,028,690</u>	<u>1,091,540</u>	<u>1,416,962</u>	<u>1,768,288</u>	<u>2,326,800</u>	<u>2,859,828</u>
Total Assets	<u>1,168,856</u>	<u>1,333,725</u>	<u>1,643,610</u>	<u>1,925,336</u>	<u>2,705,476</u>	<u>3,259,061</u>
Current Liabilities	122,267	218,818	67,242	71,317	189,509	290,135
Non current Liabilities	<u>-</u>	<u>-</u>	<u>183,200</u>	<u>166,200</u>	<u>183,200</u>	<u>166,200</u>
Total Liabilities	<u>122,267</u>	<u>218,818</u>	<u>250,442</u>	<u>237,517</u>	<u>372,709</u>	<u>456,335</u>
NET POSITION						
Invested in capital assets, net of related debt	947,081	1,025,480	1,214,992	1,582,425	2,162,073	2,607,905
Restricted						-
Other Purposes	30,950	41,809			30,950	41,809
Debt Service			26,960	28,766	26,960	28,766
Unrestricted	<u>68,558</u>	<u>47,618</u>	<u>151,216</u>	<u>76,628</u>	<u>219,774</u>	<u>124,246</u>
Total Net Position	<u>\$ 1,046,589</u>	<u>\$ 1,114,907</u>	<u>\$ 1,393,168</u>	<u>\$ 1,687,819</u>	<u>\$ 2,439,757</u>	<u>\$ 2,802,726</u>

MANAGEMENT DISCUSSION AND ANALYSIS

Statement of Activities

The following schedule compares the revenues and expenses for the current year:

	Governmental		Business-Type		Total	
	<u>Activities</u>		<u>Activities</u>			
	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>
REVENUES						
Program Revenues						
Charges for Services	\$ 192,267	\$ 186,595	\$ 151,237	\$ 151,112	\$ 343,504	\$ 337,707
Operating Grants and Contributions	42,862	42,483	-	-	42,862	42,483
Capital Grants and Contributions	-	104,400	251,839	386,541	251,839	490,941
Total Program Revenues	<u>235,129</u>	<u>333,478</u>	<u>403,076</u>	<u>537,653</u>	<u>638,205</u>	<u>871,131</u>
General Revenues						
Taxes Advalorem	14,253	14,543	-	-	14,253	14,543
Taxes Other	143,086	130,226	-	-	143,086	130,226
Miscellaneous	76,726	75,063	78	292	76,804	75,355
Total General Revenues	<u>234,065</u>	<u>219,832</u>	<u>78</u>	<u>292</u>	<u>227,290</u>	<u>219,832</u>
Total Revenues	<u>469,194</u>	<u>553,310</u>	<u>403,154</u>	<u>537,945</u>	<u>872,348</u>	<u>1,091,255</u>
EXPENSES						
Governmental Activities						
General Government	176,967	193,201	-	-	176,967	193,201
Public Safety	35,334	43,377	-	-	35,334	43,377
Health & Sanitation	69,007	56,429	-	-	69,007	56,429
Transportation	130,545	128,306	-	-	130,545	128,306
Culture/Recreation	81,222	74,710	-	-	81,222	74,710
Interest on Long-Term Debt	4,745	3,969	-	-	4,745	3,969
Business-type Activities						
Water & Sewer	-	-	208,698	228,294	208,698	228,294
Total Expenses	<u>497,820</u>	<u>499,992</u>	<u>208,698</u>	<u>228,294</u>	<u>706,518</u>	<u>728,286</u>
Transfers	<u>15,000</u>	<u>15,000</u>	<u>(15,000)</u>	<u>(15,000)</u>	<u>-</u>	<u>-</u>
Change in Net Position	<u>(13,626)</u>	<u>68,318</u>	<u>179,456</u>	<u>294,651</u>	<u>165,830</u>	<u>362,969</u>
Net Position - Beginning	<u>1,060,215</u>	<u>1,046,589</u>	<u>1,213,712</u>	<u>1,393,168</u>	<u>2,273,927</u>	<u>2,439,757</u>
Net Position - Ending	<u>\$ 1,046,589</u>	<u>\$ 1,114,907</u>	<u>\$ 1,393,168</u>	<u>\$ 1,687,819</u>	<u>\$ 2,439,757</u>	<u>\$ 2,802,726</u>

MANAGEMENT DISCUSSION AND ANALYSIS

Governmental Funds

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

As of September 30, 2018, the Town's governmental funds reported combined ending fund balances of \$89,427 of this amount \$40,393 was unassigned.

Proprietary Funds

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

Total net position of the water and sewer fund as of September 30, 2018 were \$1,687,819 of which \$76,628 was unrestricted.

General Funds Budgetary Highlights

The budget was amended on September 4, 2018 to show changes in line items as well as changes to the income and expenses. These changes were due in part to increases or decreases in revenues and expenses that differed from the originally budgeted amounts.

Requests for information

The Town's financial statements are designed to present users (citizens, taxpayers, customers, and creditors) with a general overview of the *Town's* finances and to demonstrate the Town's accountability. If you have any questions about this report or need additional financial information, you may contact Linda Wilson, Malone Town Clerk

FINANCIAL STATEMENTS

Town of Malone, Florida
Statement of Net Position
September 30, 2018

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and Cash Equivalents	\$ 101,946	\$ 109,685	\$ 211,631
Restricted Cash	-	30,946	30,946
Accounts Receivable	-	22,766	22,766
Due from other Governments	122,665	-	122,665
Prepaid Expenses	7,225	-	7,225
Internal Balances	10,349	(10,349)	-
Inventory	-	4,000	4,000
Capital Assets			
Land	234,260	-	234,260
Construction in Process	-	-	-
Buildings, Improvements, and Equipment, Net	857,280	1,765,625	2,622,905
Total Capital Assets	1,091,540	1,765,625	2,857,165
Bond Issue Costs, Net	-	2,663	2,663
Total Assets	1,333,725	1,925,336	3,259,061
LIABILITIES			
Accounts Payable and Accrued Expenses	152,758	17,462	170,220
Customer Deposits	-	36,855	36,855
Long Term Liabilities			
Due within one year	10,165	17,000	27,165
Due in more than one year	55,895	166,200	222,095
Total Liabilities	218,818	237,517	456,335
NET POSITION			
Invested in Capital Assets, Net of Related Debt	1,025,480	1,582,425	2,607,905
Restricted for:			
Other Purposes	41,809	-	41,809
Debt Service	-	28,766	28,766
Unrestricted	47,618	76,628	124,246
Total Net Position	\$ 1,114,907	\$ 1,687,819	\$ 2,802,726

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

Town of Malone, Florida
Statement of Activities
For the Year Ending September 30, 2018

<u>Functions/Programs</u>	<u>Program Revenues</u>				<u>Net (Expense) Revenue and Changes in Net Position</u>		
	<u>Expenses</u>	<u>Fees, Fines and Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Primary Government Business-type Activities</u>	<u>Total</u>
Governmental Activities:							
General Government	\$ 193,201	\$ 87,010	\$ -	\$ -	\$ (106,191)	\$ -	\$ (106,191)
Public Safety	43,377	-	40,000	5,000	1,623	-	1,623
Health & Sanitation	56,429	74,898	-	-	18,469	-	18,469
Transportation	128,306	24,059	-	-	(104,247)	-	(104,247)
Culture/Recreation	74,710	628	2,483	99,400	27,801	-	27,801
Interest on Long-Term Debt	3,969	-	-	-	(3,969)	-	(3,969)
Total governmental activities	<u>499,992</u>	<u>186,595</u>	<u>42,483</u>	<u>104,400</u>	<u>(166,514)</u>	<u>-</u>	<u>(166,514)</u>
Business-type Activities:							
Water Fund	149,082	114,588	-	386,541	-	352,047	352,047
Sewer Fund	79,212	36,524	-	-	-	(42,688)	(42,688)
Total business activities	<u>228,294</u>	<u>151,112</u>	<u>-</u>	<u>386,541</u>	<u>-</u>	<u>309,359</u>	<u>309,359</u>
Total primary government	<u>\$ 728,286</u>	<u>\$ 337,707</u>	<u>\$ 42,483</u>	<u>\$ 490,941</u>	<u>\$ (166,514)</u>	<u>\$ 309,359</u>	<u>\$ 142,845</u>
General Revenues:							
Taxes:							
Taxes-Advalorem					14,543	-	14,543
Taxes - Other					130,226	-	130,226
Interest Income					203	292	495
Miscellaneous					74,860	-	74,860
Transfers					15,000	(15,000)	-
Total General Revenues and Transfers					<u>234,832</u>	<u>(14,708)</u>	<u>220,124</u>
Change in Net Position					68,318	294,651	362,969
Net Position - beginning					1,046,589	1,393,168	2,439,757
Net Position - ending					<u>\$ 1,114,907</u>	<u>\$ 1,687,819</u>	<u>\$ 2,802,726</u>

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

Town of Malone, Florida
 Balance Sheet
 Governmental Funds
 September 30, 2018

	<u>General Fund</u>	<u>Gas Tax Fund</u>	<u>Total Governmental Funds</u>
ASSETS			
Cash	\$ 61,276	\$ 40,670	\$ 101,946
Due from other Governments	121,526	1,139	122,665
Due from other Funds	10,349	-	10,349
Prepays	7,225	-	7,225
Total Assets	<u>\$ 200,376</u>	<u>\$ 41,809</u>	<u>\$ 242,185</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts Payable and Accrued Expenses	\$ 128,165	\$ -	\$ 128,165
Accrued Leave	24,593	-	24,593
Total Liabilities	<u>152,758</u>	<u>-</u>	<u>152,758</u>
Fund Balances:			
Nonspendable	7,225	-	7,225
Restricted:			
Other Purposes	-	41,809	41,809
Unassigned	40,393	-	40,393
Total Fund Balances	<u>47,618</u>	<u>41,809</u>	<u>89,427</u>
Total Liabilities & Fund Balances	<u>\$ 200,376</u>	<u>\$ 41,809</u>	<u>\$ 242,185</u>

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

Town of Malone, Florida
Reconciliation of Balance Sheet
To the Statement of Net Position
For the Year Ending September 30, 2018

Total Fund Balances - Total Governmental Fund	\$ 89,427
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	1,091,540
Some liabilities, including note payable, are not due and payable in the current period and therefore, are not reported in the funds.	<u>(66,060)</u>
Total net position	<u><u>\$ 1,114,907</u></u>

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

Town of Malone, Florida
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ending September 30, 2018

	General Fund	Gas Tax Fund	Total Governmental Funds
REVENUES			
Taxes	\$ 109,624	\$ 35,145	\$ 144,769
Licenses & Permits	83,410	-	83,410
Intergovernmental Revenues	215,782	-	215,782
Charges for Services	103,185	-	103,185
Miscellaneous Revenues	6,089	75	6,164
Total Revenues	<u>518,090</u>	<u>35,220</u>	<u>553,310</u>
EXPENDITURES			
Current:			
General Government	188,645	-	188,645
Public Safety	31,485	-	31,485
Health and Sanitation	56,429	-	56,429
Transportation	109,629	695	110,324
Culture/Recreation	25,222	-	25,222
Debt Service:			
Principal	6,815	8,734	15,549
Interest	115	3,854	3,969
Capital Outlay	135,690	11,078	146,768
Total Expenditures	<u>554,030</u>	<u>24,361</u>	<u>578,391</u>
Excess (deficiency) of revenues over expenditures	<u>(35,940)</u>	<u>10,859</u>	<u>(25,081)</u>
OTHER FINANCING SOURCES (USES)			
Transfers In	15,000	-	15,000
Total Other Financing Sources (Uses)	<u>15,000</u>	<u>-</u>	<u>15,000</u>
Net Change in Fund Balances	(20,940)	10,859	(10,081)
Fund Balances - beginning	68,558	30,950	99,508
Fund Balances - ending	<u>\$ 47,618</u>	<u>\$ 41,809</u>	<u>\$ 89,427</u>

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

Town of Malone, Florida
 Reconciliation of the Statement of Revenues,
 Expenditures, and Changes in Fund Balances of Governmental Funds
 To the Statement of Activities
 For the Year Ending September 30, 2018

Net change in fund balances - total governmental funds \$ (10,081)

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 capital outlay \$146,655 exceeded depreciation \$83,805 in the current period. 62,850

Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net assets. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets. This is the amount by which repayments \$15,549 exceeded proceeds \$0. 15,549

Change in net position of governmental activities \$ 68,318

Town of Malone, Florida
Statement of Net Position – Proprietary Funds
September 30, 2018

	Enterprise Fund		Total
	Water Fund	Sewer Fund	
ASSETS			
Current Assets:			
Cash and Cash Equivalents	\$ 90,053	\$ 19,632	\$ 109,685
Accounts Receivable	22,766	-	22,766
Due From Other Funds	-	2,953	2,953
Inventory	4,000	-	4,000
Total Current Assets	<u>116,819</u>	<u>22,585</u>	<u>139,404</u>
Noncurrent Assets:			
Cash and Cash Equivalents	30,946	-	30,946
Capital Assets:			
Buildings, Improvements, and Equipment, Net	1,046,300	719,325	1,765,625
Bond Issue Costs, Net	2,663	-	2,663
Total Noncurrent Assets	<u>1,079,909</u>	<u>719,325</u>	<u>1,799,234</u>
Total Assets	<u>1,196,728</u>	<u>741,910</u>	<u>1,938,638</u>
LIABILITIES			
Current Liabilities:			
Accounts Payable	1,358	253	1,611
Accrued Leave	9,459	3,784	13,243
Accrued Interest	2,608	-	2,608
Due to Other Funds	12,088	1,214	13,302
Bonds Payable, Current	17,000	-	17,000
Total Current Liabilities	<u>42,513</u>	<u>5,251</u>	<u>47,764</u>
Noncurrent Liabilities:			
Customer Deposits	36,855	-	36,855
Bonds and Notes Payable after One Year	166,200	-	166,200
Total Noncurrent Liabilities	<u>203,055</u>	<u>-</u>	<u>203,055</u>
Total Liabilities	<u>245,568</u>	<u>5,251</u>	<u>250,819</u>
NET POSITION			
Invested in Capital Assets, Net of Related Debt	863,100	719,325	1,582,425
Restricted:			
Debt Service	28,766	-	28,766
Unrestricted	59,294	17,334	76,628
Total Net Position	<u>\$ 951,160</u>	<u>\$ 736,659</u>	<u>\$ 1,687,819</u>

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

Town of Malone, Florida
Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
For the Year Ending September 30, 2018

	Enterprise Fund		<u>Total</u>
	<u>Water Fund</u>	<u>Sewer Fund</u>	
OPERATING REVENUES:			
Charges for Services	\$ 114,588	\$ 36,524	\$ 151,112
OPERATING EXPENSES:			
Salaries and Benefits	35,120	14,048	49,168
Contractual Services	13,865	7,268	21,133
Insurance	2,891	1,457	4,348
Operating Supplies and Miscellaneous	30,374	37,058	67,432
Depreciation	56,832	19,381	76,213
Amortization	107	-	107
Total Operating Expenditures	<u>139,189</u>	<u>79,212</u>	<u>218,401</u>
Operating Gain(Loss)	<u>(24,601)</u>	<u>(42,688)</u>	<u>(67,289)</u>
Nonoperating Revenues (Expenses):			
Interest Income	229	63	292
Interest Expense	(9,893)	-	(9,893)
Total Nonoperating Revenue (Expenses)	<u>(9,664)</u>	<u>63</u>	<u>(9,601)</u>
Income (Loss) before Contributions and Transfers	<u>(34,265)</u>	<u>(42,625)</u>	<u>(76,890)</u>
Contributed Capital	-	386,541	386,541
Transfer Out	(15,000)	-	(15,000)
Change in Net Position	<u>(49,265)</u>	<u>343,916</u>	<u>294,651</u>
Net Position, beginning of year	<u>1,000,425</u>	<u>392,743</u>	<u>1,393,168</u>
Net Position, end of year	<u>\$ 951,160</u>	<u>\$ 736,659</u>	<u>\$ 1,687,819</u>

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

Town of Malone, Florida
Statement of Cash Flows – Proprietary Funds
For the Year September 30, 2018

	Enterprise Fund		Total
	Water Fund	Sewer Fund	
Cash Flows from Operating Activities:			
Receipts from Customers	\$ 118,328	\$ 36,524	\$ 154,852
Payments to Suppliers	(47,554)	(45,792)	(93,346)
Payments to Employees	(34,911)	(13,966)	(48,877)
Net Cash provided (used) by Operating Activities	35,863	(23,234)	12,629
Cash Flows from Noncapital Financing Activities:			
Transfers to Other Funds	(15,000)	-	(15,000)
Loans to/from Other Funds	92	221	313
Contributed Capital	-	386,541	386,541
Net cash provided (used) by Noncapital Financing Activities	(14,908)	386,762	371,854
Cash Flows from Capital and Related Financing Activities:			
Purchase of Capital Assets	-	(427,646)	(427,646)
Principal Paid on Capital Debt	(16,000)	-	(16,000)
Interest Paid on Capital Debt	(9,960)	-	(9,960)
Net Cash provided (used) by Capital and Related Financing Activities	(25,960)	(427,646)	(453,606)
Cash Flows from Investing Activities:			
Interest Income	229	63	292
Net Increase in Cash and Cash Equivalents	(4,776)	(64,055)	(68,831)
Cash and Cash Equivalents, beginning of year	125,775	83,687	209,462
Cash and Cash Equivalents, end of year	\$ 120,999	\$ 19,632	\$ 140,631
Reconciliation of Operating Gain(Loss) to Net Cash Used in Operating Activities:			
Operating Gain(Loss)	\$ (24,601)	\$ (42,688)	\$ (67,289)
Adjustments to Reconcile Operating Loss to Net Cash Used in Operating Activities:			
Depreciation & Amortization	56,939	19,381	76,320
Change in Assets and Liabilities:			
Accounts Receivable	458	-	458
Customer Deposits	3,282	-	3,282
Accounts and Other Payables	(215)	73	(142)
Net Cash provided (used) by Operating Activities	\$ 35,863	\$ (23,234)	\$ 12,629

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

NOTES TO FINANCIAL STATEMENTS

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

Introduction

The Town of Malone, Florida's financial statements have been prepared in accordance with generally accepted accounting principles in the United States of America (GAAP) applicable to state and local governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

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 Town's financial activities for the fiscal year ended September 30, 2018.

Reporting Entity

The Town of Malone, Florida (the "Town") was formed in 1909. On May 13, 1911, Chapter 6370, Laws of Florida, established the municipality of the Town of Malone, this charter was amended November 3, 1981. The Town operates under a Mayoral form of government. The Town's major operations include fire protection, parks, recreation, transportation, and general administrative services. In addition, the Town owns and operates a water and sewer system and garbage collection system.

Government-wide Financial Statements

The government-wide financial statements include the statement of net assets and the statement of activities. These statements report financial information for the Town of Malone, Florida, as a whole excluding fiduciary activities. Individual funds are not displayed but the statements distinguish governmental activities, generally supported by taxes and Town 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 Town'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. The Town does not allocate indirect costs.

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES – Continued

Fund Financial Statements

Fund financial statements are provided for the governmental and proprietary funds. Non-major governmental funds are reported in separate columns.

Basis of Accounting

The government-wide statements and fund financial statements for proprietary funds 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). However, internal eliminations do not include utility services provided to Town departments. 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. 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 Town 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 fund balance resources are available in more than one classification, it is the Town's policy to use the most restrictive funds in the following order: restricted, committed, assigned, and unassigned as they are 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.

Gas Tax Fund – to account for the proceeds of revenue sources that are legally restricted to use on transportation expenditures.

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES – Continued

Proprietary Funds

The City reports the following major proprietary funds:

Water Fund – accounts for the revenues and expenses, capital assets and debt for the water utility department of the Town.

Sewer Fund – accounts for all operations associated with the sewer system of the Town.

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.

Cash and Investments

Amounts shown as cash and investment include cash in the checking accounts, cash on hand, cash in savings accounts and certificates of deposits.

Capital Assets and Depreciation

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings	20-50 years
Water and sewer system	15-50 years
Machinery and equipment	5-10 years
Improvements	10-20 years
Other infrastructure	10-50 years

In accordance with GASB Statement No. 34, the Town began recording the acquisition of infrastructure, streets, roads, sidewalks, etc., as capital assets effective for acquisitions made after September 30, 2003. Prior infrastructure acquisitions have not been included.

Property Taxes

The Town votes a local millage rate for the assessment of ad valorem property taxes. This rate was set at 1 mills for the October 2017 through September 2018 budget year. The Jackson County Property Appraiser's office includes this assessment with the countywide property tax assessments. The Jackson County Tax Collector is charged with collecting these revenues and distributing the Town its share of these collections.

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES – Continued

Property Taxes – Continued

All taxes are generally due and payable on November 1 of each year. Discounts are allowed of four, three, two and one percent for payment 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.

Materials and Supplies Inventory

Expendable materials and supplies of the business-type activities are recorded at cost using the first-in/first-out method at September 30, 2018.

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.

Fund Equity

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

- Nonspendable fund balance – amounts that are not in a spendable form (such as prepaid expenses) or are required to be maintained intact.
- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- Unassigned fund balance – amounts that are available for any purpose; positive amounts are reported only in the general fund.

Risk Management and Insurance

The Town insures itself against losses from casualty, accident and dishonesty by purchasing municipal insurance through the Florida League of Cities, Inc. The Town 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 generally 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 Town uses the following procedures in establishing the budgetary data reflected in the financial statements.

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES – Continued

Budgets and Budgetary Accounting – Continued

1. The Town adopts its budget in accordance with Chapter 166, Florida Statutes.
 - a. The Town follows an internal hearing process to set the proposed tentative budget.
 - b. Public hearings are then held to adopt a tentative budget, and a final budget, in accordance with Chapter 166, Florida Statutes.
 - c. Budget amendments are made in accordance with applicable Florida Statutes.
2. Budgets are reported for the General Fund and Special Revenue Funds.
3. All budgets are adopted in accordance with Generally Accepted Accounting Principles.
4. Level of Control – Expenditures may not exceed appropriations and are controlled in the following manner:
 - d. The budget is controlled according to Chapter 166, Florida Statutes, at the total fund level.
 - e. Any Budget amendments or transfer of funds must be approved by the Town Council.

NOTE 2 – CASH AND INVESTMENTS

As discussed above, the amounts for cash include non-interest and interest bearing checking accounts, money market accounts and certificates of deposit.

Custodial Credit Risk – Deposits. Custodial credit risk is the risk that in the event of a bank failure, the government’s deposits may not be returned to it. The government does not have a deposit policy for custodial credit risk.

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

Amounts insured by FDIC	\$ 250,000
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 Town's name	<u>73,466</u>
Total Deposits with Financial Institutions	<u>\$ 323,466</u>

The carrying value on the financial statements was \$242,577 at September 30, 2018.

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 3 – RECEIVABLES

The Town reported receivables as follows:

GENERAL FUND		
Due from Other Governments		<u>\$ 121,526</u>
GAS TAX FUND		
Due from Other Governments		<u>\$ 1,139</u>
ENTERPRISE FUND - WATER SYSTEM		
Water Fees, Refuse Fees and Sewer Fees		<u>\$ 22,766</u>
Total		<u>\$ 22,766</u>

No allowances for uncollectible accounts are considered necessary.

NOTE 4 – INTERNAL BALANCES

As of September 30, 2018, the Town had Interfund receivables and payables that resulted from various transactions as follows:

	<u>Receivable</u>	<u>Payable</u>	<u>Purpose</u>
General Fund			
Receivable from Water Fund	\$ 9,135	\$ -	Operations
Receivable from Sewer Fund	1,214	-	Payroll
Water Fund			
Payable to General Fund	-	9,135	Operations
Payable to Sewer Fund	-	2,953	Operations
Sewer Fund			
Receivable from Water Fund	2,953	-	Operations
Payable to General Fund	-	1,214	Payroll
	<u>\$ 13,302</u>	<u>\$ 13,302</u>	
	<u>Transfer In</u>	<u>Transfer Out</u>	<u>Purpose</u>
General Fund			
Water and Sewer Fund	\$ 15,000	\$ -	Operations
Water and Sewer Fund			
General Fund	-	15,000	Operations
	<u>\$ 15,000</u>	<u>\$ 15,000</u>	

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 5 – RESTRICTED ASSETS

Certain Enterprise Fund assets are restricted by debt service and capital projects (Water Fund). 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.

Water Fund	
Cash - Debt Service	<u>\$ 30,946</u>

NOTE 6 – CAPITAL ASSETS

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

	<u>BEGINNING</u> <u>BALANCE</u>	<u>INCREASES</u>	<u>DECREASES</u>	<u>ENDING</u> <u>BALANCE</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 234,260	\$ -	\$ -	\$ 234,260
Total capital assets, not being depreciated:	<u>234,260</u>	<u>-</u>	<u>-</u>	<u>234,260</u>
Capital assets, being depreciated:				
Office Furniture and equipment	371,102	20,965	-	392,067
Improvements other than buildings	1,108,217	-	-	1,108,217
Buildings	<u>286,319</u>	<u>125,690</u>	<u>-</u>	<u>412,009</u>
Total capital assets being depreciated:	<u>1,765,638</u>	<u>146,655</u>	<u>-</u>	<u>1,912,293</u>
Less accumulated depreciation for:				
Office Furniture and equipment	(278,384)	(22,066)	-	(300,450)
Improvements other than buildings	(547,866)	(56,171)	-	(604,037)
Buildings	<u>(144,958)</u>	<u>(5,568)</u>	<u>-</u>	<u>(150,526)</u>
Total Accumulated Depreciation	<u>(971,208)</u>	<u>(83,805)</u>	<u>-</u>	<u>(1,055,013)</u>
Total capital assets being depreciated, net	<u>794,430</u>	<u>62,850</u>	<u>-</u>	<u>857,280</u>
Governmental activities capital assets, net	<u>\$ 1,028,690</u>	<u>\$ 62,850</u>	<u>\$ -</u>	<u>\$ 1,091,540</u>

Depreciation expense was charged to governmental activities as follows:

General government	\$ 4,556
Public safety	11,892
Transportation	17,869
Culture and recreation	<u>49,488</u>
Total governmental depreciation expense	<u>\$ 83,805</u>

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 6 – 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, being depreciated:				
Distribution, collection systems, and improvements	\$ 2,902,626	\$ 356,541	\$ -	\$ 3,259,167
Equipment	<u>39,224</u>	<u>71,105</u>	<u>-</u>	<u>110,329</u>
Total capital assets being depreciated:	<u>2,941,850</u>	<u>427,646</u>	<u>-</u>	<u>3,369,496</u>
Less: accumulated depreciation for:				
Distribution, collection systems, and improvements	(1,492,229)	(73,197)	-	(1,565,426)
Equipment	<u>(35,429)</u>	<u>(3,016)</u>	<u>-</u>	<u>(38,445)</u>
Total Accumulated Depreciation	<u>(1,527,658)</u>	<u>(76,213)</u>	<u>-</u>	<u>(1,603,871)</u>
Total capital assets being depreciated , net	<u>1,414,192</u>	<u>351,433</u>	<u>-</u>	<u>1,765,625</u>
Total Business-Type capital assets, net	<u>\$ 1,414,192</u>	<u>\$ 351,433</u>	<u>\$ -</u>	<u>\$ 1,765,625</u>

NOTE 7 - LONG TERM DEBT

Governmental Activities

Notes payable

Note payable in monthly installments of \$1,103, including interest at 5.0%, collateralized by real estate, due June 15, 2021 in balloon payment of outstanding principal and interest. Renewal of loan that ballooned on June 15, 2018.

\$ 66,060

Total governmental activities

\$ 66,060

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 7 - LONG TERM DEBT – Continued

Debt Service requirements to on governmental activities long-term debt at September 30, 2018 are as follows:

<u>Due Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2019	10,165	3,072	13,237
2020	10,685	2,552	13,237
2021	<u>45,210</u>	<u>1,557</u>	<u>46,767</u>
	<u>\$ 66,060</u>	<u>\$ 7,181</u>	<u>\$ 73,241</u>

Changes in long-term governmental obligations are summarized as follows:

	<u>Beginning Balance</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending Balance</u>	<u>Due within One year</u>
<u>Governmental Activities</u>					
Notes	<u>\$ 81,609</u>	<u>\$ -</u>	<u>\$ (15,549)</u>	<u>\$ 66,060</u>	<u>\$ 10,165</u>

Business – Type Activities

During the year ended September 30, 1988, the Town issued \$434,200 Water System Revenue Bonds, Series 1988. Payments are due annually September 1, including interest at 5.0%. All bonds are held by Rural Development, a division of the United States Department of Agriculture.

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

<u>Due Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2019	17,000	9,160	26,160
2020	17,000	8,310	25,310
2021	18,000	7,460	25,460
2022	19,000	6,520	25,520
2023	20,000	5,610	25,610
2024-2027	<u>92,200</u>	<u>11,890</u>	<u>104,090</u>
	<u>\$ 183,200</u>	<u>\$ 48,950</u>	<u>\$232,150</u>

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 7 - LONG TERM DEBT – Continued

Changes in long-term business-type obligations are summarized as follows:

	<u>Beginning</u> <u>Balance</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending</u> <u>Balance</u>	<u>Due within</u> <u>One year</u>
<u>Business-Type Activities</u>					
Bonds	<u>\$ 199,200</u>	<u>\$ _____ -</u>	<u>\$ (16,000)</u>	<u>\$ 183,200</u>	<u>\$ 17,000</u>

NOTE 8 – BOND ORDINANCE REQUIREMENTS

Proprietary Fund Type – Enterprise Fund – Water System

The Bond Ordinance adopted May 12, 1987, requires the establishment of certain “trust funds” to ensure repayment of the Water System Revenue Bonds. It was amended on January 13, 2004, for the additional issuance of the 2004 Water System Revenue Bonds.

1. All cash income from the ownership and operation of the system shall be deposited into the “Revenue Fund” on or before the 15th day of each month. Transfers are to be made to certain accounts.
2. 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.
3. The “1988 Bond Reserve Account” is to be established by transferring on or before the 15th of each month from the “Reserve Fund” the sum of \$264 until such time as the fund equals \$27,510. The funds in this account shall be used only for paying the cost of repairing or replacing any damage to the system caused by an unforeseen catastrophe, construction improvements or extensions to increase net revenues, and paying principal and interest in the event that the Sinking Fund is insufficient to meet such payments.
4. The “Operation and Maintenance Fund” is to be used exclusively for the purpose of receiving funds transferred monthly from the revenue fund and for paying the current expense of the system pursuant to the annual budget.
5. Excess funds not required by the above accounts are to be transferred to the Water System Revenue Bonds Redemption Account. This account is to be used to redeem the Bonds in inverse order or to acquire outstanding bonds subject to limitations.

Town of Malone, Florida
Notes to Financial Statements
September 30, 2018

NOTE 9 – COMPENSATED ABSENCES

Accrued Leave

All full time employees of the Town are entitled to an annual vacation and sick leave with pay. The employees are generally allowed to accumulate vacation leave up to 100 hours. Sick leave may be accumulated and is paid 80% after 10 years of service upon termination. Vacation pay and sick leave payments are included in operating costs when the payments are made to the employees. The estimated commitment for annual leave at September 30, 2018 was \$37,835. This amount is included in the accrued expenses of the governmental activities in the amount of \$24,593 and the business-type activities in the amount of \$13,242.

NOTE 10 - RETIREMENT PLAN

As of October 1, 1997, the Town adopted “The Retirement Plan and Trust for the Employees of the Town of Malone”. This plan is a defined contribution type plan through which the Town contributed 3.5% of each participant’s compensation for the employee’s benefit. Employees may also elect to contribute to the plan. Voluntary contributions may not exceed \$18,000 per employee. The plan is administered by City Street, “Florida Municipal Pension Trust Fund”.

The plan was adopted by Local Ordinance 76 dated December 9, 1997. The plan was amended on December 11, 2001, to reflect a change in the administrator. The plan may be amended, but not in such a manner to cause any reduction in amounts credited to participants.

During the year ended September 30, 2018, the Town’s contributions totaled \$5,042 and voluntary employee contributions totaled \$ 2,914.

NOTE 11 – SUBSEQUENT EVENTS AND CONTINGENCIES

On October 10, 2018 the Town had substantial damages due to Hurricane Michael. There were damages to the Fire House, Malone Town Hall, Maintenance Buildings, Johnny Williams Park, Malone Joy Club, Veterans Park and other locations. The cost of the repairs will be offset by Florida League of Cities Insurance funds and possible FEMA Funds.

Town residents also sustained substantial damages which also impacted Town utility revenue collections. Revenues were down for several months, however, they have returned to pre hurricane levels.

In August 2018 the Town entered in an agreement with United States Department of Agriculture – Rural Utilities Service to update and extend the sewer system with an estimated cost of \$4,790,000. Of this amount the Town is expected to finance \$1,226,000 the remaining \$3,534,000 will be a grant to the Town. The Town is still in the process of determining if this project is feasible.

REQUIRED SUPPLEMENTARY INFORMATION

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

	Budgeted Amounts		Actual Amounts
	Original	Final	(GAAP Basis)
REVENUES			
Taxes	\$ 116,012	\$ 109,718	\$ 109,624
Licenses & Permits	76,075	85,136	83,410
Intergovernmental Revenues	619,068	216,042	215,782
Charges for Services	99,310	105,396	103,185
Miscellaneous Revenues	3,770	6,135	6,089
Total Revenues	914,235	522,427	518,090
EXPENDITURES			
Current:			
General Government	175,052	186,953	188,645
Public Safety	23,922	31,386	31,485
Health & Sanitation	61,900	65,468	56,429
Transportation	95,739	109,322	109,629
Culture/Recreation	28,469	25,320	25,222
Debt Service:			
Principal	11,954	6,932	6,815
Interest	-	-	115
Capital Outlay	531,468	135,692	135,690
Total Expenditures	928,504	561,073	554,030
Excess (deficiency) of revenues over expenditures	(14,269)	(38,646)	(35,940)
OTHER FINANCING SOURCES (USES)			
Transfers In	15,000	15,000	15,000
Total Other Financing Sources (Uses)	15,000	15,000	15,000
Net Change in			
Fund Balances	731	(23,646)	(20,940)
Fund Balances - beginning	68,558	68,558	68,558
Fund Balances - ending	\$ 69,289	\$ 44,912	\$ 47,618

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.

Required Supplementary Information
Town of Malone, Florida
Budgetary Comparison Schedule – Gas Tax Fund
For the Year Ending September 30, 2018

	Budgeted Amounts		Actual Amounts
	Original	Final	(GAAP Basis)
REVENUES			
Taxes	\$ 38,831	\$ 35,250	\$ 35,145
Miscellaneous Revenues	18	75	75
Total Revenues	38,849	35,325	35,220
EXPENDITURES			
Current:			
Transportation	15,000	750	695
Debt Service:			
Principal	10,237	10,340	8,734
Interest	-	-	3,854
Capital Outlay	13,000	11,100	11,078
Total Expenditures	38,237	22,190	24,361
Excess (deficiency) of revenues over expenditures	612	13,135	10,859
Net Change in Fund Balances	612	13,135	10,859
Fund Balances - beginning	30,950	30,950	30,950
Fund Balances - ending	\$ 31,562	\$ 44,085	\$ 41,809

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.

INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH SECTION
218.415, FLORIDA STATUTES, *LOCAL GOVERNMENT INVESTMENT POLICIES*

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 Town Council Members
Town of Malone
Malone, Florida 32445

We have examined the compliance of Town of Malone, Florida with Section 218.415, Florida Statutes for the year ended September 30, 2018. Management is responsible for the Town's compliance with those requirements. Our responsibility is to express an opinion on the Town'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 Town complied with Section 218.415, Florida Statutes in all material respects. An examination involves performing procedures to obtain evidence about whether the Town 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. I 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 Town's compliance with specified requirements.

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

June 17, 2019
Marianna, Florida

Grimsley, Cavin & Company

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

INDEPENDENT AUDITOR'S REPORT
REQUIRED BY
GOVERNMENTAL AUDITING STANDARDS

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

GRIMSLEY, CAVIN & COMPANY, P.A.

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OWEN W. GRIMSLEY, C.P.A.
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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 Town Council Members
Town of Malone
Malone, Florida 32445

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Malone, Florida, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the Town of Malone, Florida's basic financial statements and have issued our report thereon dated June 17, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of Malone, 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 Town of Malone, Florida's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Malone, 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 did identify 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 items 2007-001 and 2018-002 to be material weaknesses.

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 of findings as item 2004-001 to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Malone, Florida's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings as item 2018-001.

Town of Malone, Florida's Response to Findings

The Town of Malone, Florida's response to the findings identified in our audit is described in the accompanying section titled Response to Findings. The Town of Malone, 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.

June 17, 2019
Marianna, Florida

Grimsley, Cavin & Company

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

SCHEDULE OF FINDINGS

Town of Malone
Schedule of Findings
September 30, 2018

2004-001

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 Town 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 Town'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 Town 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 Town 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.

Town of Malone
Schedule of Findings
September 30, 2018

2018-001

Criteria – Per Florida Statute Chapter 166.241, the adopted budget must regulate expenditures of the municipality, and an officer of a municipal government may not expend or contract for expenditures in any fiscal year except pursuant to the adopted budget.

Condition – The Town over-expended their gas tax fund budget.

Effect – The Town is in technical violation of Florida Statute, Chapter 166.241.

Cause – The Town did not budget the correct amount of expenditures related to debt service payments.

Recommendation – The Town should ensure the budget is adequate to cover all expenditures in order to be in compliance with Florida Statute, Chapter 166.241.

2018-002

Criteria – Proper financial and accounting management requires a system of internal control sufficient in design to ensure proper oversight of employees to ensure required payroll forms and deposits are made timely.

Condition – Payroll tax deposit were not made timely, and when made, were frequently applied to the wrong quarter. Also, a times payroll tax forms were not filed correctly, which resulted in frequent notices from the IRS. It should be noted that this is a continuing issue from the prior year.

Effect – The Town received significant penalties from the IRS, resulting in monetary losses to the Town.

Cause – Oversight of employee in charge of payroll is not sufficient to ensure payroll tax deposits and forms are made in a timely manner.

Recommendation - Council should ensure proper oversight of employees.

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

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

Honorable Mayor and City Council Members
Town of Malone
Malone, Florida 32445

Report on the Financial Statements

We have audited the financial statements of the Town of Malone, Florida, as of and for the fiscal year ended September 30, 2018, and have issued our report thereon dated June 17, 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 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 June 17, 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.

Schedule of Findings items:

Tabulation of Uncorrected Audit Findings		
Current Year Finding #	2016-17 FY Finding #	2015-16 FY Finding #
2004-001	2004-001	2004-001
2007-001	2007-001	2007-001
2018-001	N/A	N/A
2018-002	N/A	N/A

Management letter items:

Tabulation of Uncorrected Audit Findings		
Current Year Finding #	2016-17 FY Finding #	2015-16 FY Finding #
18-001	N/A	N/A

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. This information is disclosed in the notes to the financial statements.

Financial Condition and Management

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

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

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendation to improve financial management. In connection with our audit, see finding 18-001 for our recommendation.

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 Town 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:

None

Current Year Findings:

18-001

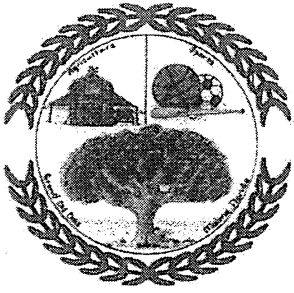
Several posting errors were noted during the audit. The transfer of funds from the Water Fund to the General Fund, was recorded properly in the General Fund, however, the transfer was not recorded in the Water Fund resulting in transfers not balancing and the cash account in the Water Fund to be overstated. Also, an internal transfer in the Sewer fund was recorded into one cash account, however, the transfer out of the other cash account was not recorded, resulting in one cash account to be overstated. Due to these errors, we feel that oversight of accounting records is not sufficient and more care should be taken to ensure records are correctly stated.

June 17, 2019
Marianna, Florida

Grimsley, Cavin & Company

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

RESPONSE TO AUDIT FINDINGS



TOWN OF MALONE

• 5182 9th Avenue • Malone, Florida 32445
850-569-2308 • Fax 850-569-5885

June 17, 2018

Auditor General
Claude Pepper Building Room 401
11 West Madison Street
Tallahassee, FL 32399

Re: Audit for Fiscal Year 2017-2018

Auditor General;

In accordance with the requirements of the Auditor General, we are submitting the following responses to the independent auditor's findings in their audit of our financial statement for the year end September 2018.

Independent Auditor's report on Internal Control over Financial Reporting and on Compliance and other matters.

Prior year's Comments:

2004-001 - **Segregation of Duties** – Mayor and Town Council will continue to be active and involved in the day-to-day operation of the town's finances.

2007-001 - **Internal Accounting Control** – The Town of Malone does 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 or maintain internal staff.

Independent Auditor's Report to Management

Audit Response for Fiscal Year 2017-2018

Current Year Findings:

2018-001 – **Gas Tax Fund** - The Town over-expended their gas tax fund budget.

The Town will take more care in making sure the financials reflect the correct budget adjustments.

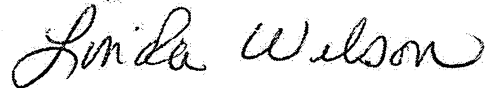
2018-002 – **941 Deposits** – It was noted during the audit that while 941 deposits were made timely, several 941 reports were filed late. Due to these errors we feel that oversight is not sufficient, and care should be taken to ensure reports are filed in a timely manner.

The Town Council will make an extra effort to stay apprised of the status of the financial accounting and control system and follow up on any problems that exist.

18-001 – **Water and Sewer Funds** - Several posting errors were noted during the audit. The transfer of funds from the Water Fund to the General Fund, was recorded properly in the General Fund, however the transfer was not recorded in the Water Fund resulting in transfers not balancing and the cash account in the Water Fund to be overstated. Also, an internal transfer in the Sewer fund was recorded, resulting in one cash account to be overstated. Due to these errors, we feel that oversight of accounting records is not sufficient, and more care should be taken to ensure records are correctly stated.

The Town will take more care while transferring funds out of savings accounts to make sure they are being posted accurately.

Sincerely,



Linda Wilson
Town Clerk