

**TOWN OF INTERLACHEN, FLORIDA**

**FINANCIAL STATEMENTS**

**SEPTEMBER 30, 2019**

**TOWN OF INTERLACHEN, FLORIDA  
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SEPTEMBER 30, 2019**

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## INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Town Council Members,  
Town of Interlachen, Florida:

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of Town of Interlachen, Florida (the Town), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

The Town's 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.

### ***Auditors' 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 auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit 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, and each major fund of the Town of Interlachen, Florida, as of September 30, 2019, 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.

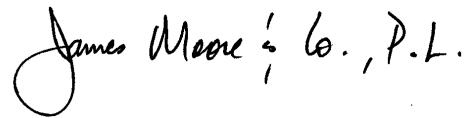
## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that management's discussion and analysis and required supplementary information, as listed in the table of contents, 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 15, 2020, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

James Moore & Co., P.L.

Gainesville, Florida  
May 15, 2020

**TOWN OF INTERLACHEN, FLORIDA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
SEPTEMBER 30, 2019**

As management of Town of Interlachen, Florida (the Town), we offer readers of the Town's financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended September 30, 2019.

**Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements, which comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**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 *statement of net position* presents information on all of the Town's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator 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 most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Town include public safety (police), highway and streets, sanitation, health and social services, public improvement and general administrative services. The business-type activities of the Town include a water distribution operation and a cemetery.

The government-wide financial statements can be found on pages 9 – 10 of this report.

**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The 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 funds and proprietary funds.

**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 a government's near-term financing requirements.

**TOWN OF INTERLACHEN, FLORIDA**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2019**  
(Continued)

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town maintains one individual governmental fund. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund, which is considered to be a major fund.

The Town adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 11 – 14 of this report.

***Proprietary funds.*** The Town maintains proprietary funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Town uses enterprise funds to account for its water and cemetery operations.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and cemetery operations, which are considered to be major funds.

The basic proprietary fund financial statements can be found on pages 15 – 17 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. The notes to the financial statements can be found on pages 18 – 28 of this report.

### **Government-wide Overall Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, the Town's assets exceeded the Town's liabilities by \$10,199,391.

By far the largest portion of the Town's net position (56 percent) reflects its net investment in capital assets (e.g., land, buildings, improvements, machinery, equipment, and furniture). The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the Town's investment in capital assets is reported net of related debt, it should be noted that the resources used to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

**TOWN OF INTERLACHEN, FLORIDA**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2019**  
(Continued)

**Town of Interlachen, Florida's Condensed Statements of Net Position**

	<b>2019</b>		
	<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>
Current and other assets	\$ 3,096,764	\$ 1,496,661	\$ 4,593,425
Capital assets	3,145,942	2,773,829	5,919,771
Total assets	<u>6,242,706</u>	<u>4,270,490</u>	<u>10,513,196</u>
Long-term liabilities outstanding	25,262	190,759	216,021
Other liabilities	57,874	39,910	97,784
Total liabilities	<u>83,136</u>	<u>230,669</u>	<u>313,805</u>
Net position:			
Net investment in capital assets	3,145,942	2,567,799	5,713,741
Restricted	713,778	70,521	784,299
Unrestricted	2,299,850	1,401,501	3,701,351
Total net position	<u>\$ 6,159,570</u>	<u>\$ 4,039,821</u>	<u>\$ 10,199,391</u>
	<b>2018</b>		
	<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>
Current and other assets	\$ 2,984,070	\$ 1,528,848	\$ 4,512,918
Capital assets	3,300,231	2,337,305	5,637,536
Total assets	<u>6,284,301</u>	<u>3,866,153</u>	<u>10,150,454</u>
Long-term liabilities outstanding	25,744	209,342	235,086
Other liabilities	74,305	37,201	111,506
Total liabilities	<u>100,049</u>	<u>246,543</u>	<u>346,592</u>
Net position:			
Net investment in capital assets	3,300,231	2,112,545	5,412,776
Restricted	580,154	105,842	685,996
Unrestricted	2,303,867	1,401,223	3,705,090
Total net position	<u>\$ 6,184,252</u>	<u>\$ 3,619,610</u>	<u>\$ 9,803,862</u>

An additional portion of the Town's net position (6 percent) represents resources that are subject to external restrictions on how they may be used. The remaining balance of *unrestricted net position* (\$3,701,351) may be used to meet the government's ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the Town is able to report positive balances in all three categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

**Governmental activities.** Governmental activities decreased the Town's net position by \$24,682. This decrease is a result of an increase in depreciation expense for capital projects that were placed in service and depreciated in the current fiscal year. Both operating and capital expenses are budgeted to ensure they do not exceed revenues.

**Business-type activities.** Business-type activities increased the Town's net position by \$420,211. This increase is primarily the result of additional grant revenues for capital projects in the Water fund.

**TOWN OF INTERLACHEN, FLORIDA**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2019**  
(Continued)

**Town of Interlachen, Florida's Condensed Statements of Activities**

	<b>2019</b>		
	<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>
Revenues:			
Program revenues:			
Charges for services	\$ 11,444	\$ 223,395	234,839
Operating grants and contributions	118,895	-	118,895
Capital Grants and contributions	14,826	438,925	453,751
General revenues:			
Property taxes	443,667	-	443,667
Intergovernmental and other	506,619	1,885	508,504
Transfers	-	-	-
Total revenues	<u>1,095,451</u>	<u>664,205</u>	<u>1,759,656</u>
Expenses:			
Mayor and council	69,069	-	69,069
Town clerk	183,143	-	183,143
Police department	288,777	-	288,777
Public works department	274,701	-	274,701
Parks and recreation	33,712	-	33,712
Street department	138,584	-	138,584
Other general government	132,147	-	132,147
Water and Cemetery	-	243,994	243,994
Total expenses	<u>1,120,133</u>	<u>243,994</u>	<u>1,364,127</u>
Change in net position	(24,682)	420,211	395,529
<b>Net position</b> , beginning of year	6,184,252	3,619,610	9,803,862
<b>Net position</b> , end of year	<u>\$ 6,159,570</u>	<u>\$ 4,039,821</u>	<u>\$ 10,199,391</u>

	<b>2018</b>		
	<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>
Revenues:			
Program revenues:			
Charges for services	\$ 4,195	\$ 253,785	\$ 257,980
Operating grants and contributions	119,960	-	119,960
Capital grants and contributions	505,103	282,175	787,278
General revenues:			
Property taxes	446,628	-	446,628
Intergovernmental and other	478,533	801,631	1,280,164
Transfers	9,650	(9,650)	-
Total revenues	<u>1,564,069</u>	<u>1,327,941</u>	<u>2,892,010</u>
Expenses:			
Mayor and council	110,985	-	110,985
Town clerk	175,836	-	175,836
Police department	277,392	-	277,392
Public works department	406,523	-	406,523
Parks and recreation	14,010	-	14,010
Street department	80,502	-	80,502
Other general government	72,678	-	72,678
Water and Cemetery	-	234,245	234,245
Total expenses	<u>1,137,926</u>	<u>234,245</u>	<u>1,372,171</u>
Change in net position	426,143	1,093,696	1,519,839
<b>Net position</b> , beginning of year	5,758,109	2,525,914	8,284,023
<b>Net position</b> , end of year	<u>\$ 6,184,252</u>	<u>\$ 3,619,610</u>	<u>\$ 9,803,862</u>



**TOWN OF INTERLACHEN, FLORIDA**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2019 AND 2018**  
(Continued)

**Financial Analysis of the Government's Funds**

As noted earlier, the Town uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of the Town's *governmental fund* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Town's financing requirements. In particular, *unassigned 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 the end of the current fiscal year, the Town's governmental fund (general fund) reported an ending fund balance of \$3,058,631 an increase of \$128,478 in comparison with the prior year. Approximately 76 percent of this total amount (\$2,330,586) constitutes *unassigned fund balance*, which is available for spending at the government's discretion. The remainder of fund balance is *nonspendable* or *restricted* to indicate that it is not available for new spending because it has already been committed to the Town's prepaid expenses (\$14,267) and construction of infrastructure and roads (\$713,778).

The key factors responsible for the increase in fund balance are tax revenues received and capital funding received from various grants from the State of Florida. The Town conservatively budgets expenditures in expectation of future capital needs.

The general fund is the chief operating fund of the Town. At the end of the current fiscal year, *unassigned fund balance* of the general fund was \$2,330,586. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Total expenditures were 241% and 316% of unassigned and total fund balance respectively.

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

Unrestricted net position of the water and cemetery operations at the end of the year amounted to \$567,928 and \$833,573, respectively. The increase in net position for the water fund was \$419,019 and the increase in net position for the cemetery fund was \$1,192.

**Capital Asset and Debt Administration**

**Capital assets.** The Town's investment in capital assets for its governmental and business type activities as of September 30, 2019, amounts to \$5,919,771 (net of accumulated depreciation). This investment in capital assets includes land, buildings and system, improvements, machinery and equipment, park facilities, and construction in process.

Additional information on the Town's capital assets can be found in note IV. C. on pages 24 and 25 of this report.

**Long-term debt.** At the end of the current fiscal year, Town of Interlachen, Florida had total debt outstanding of \$206,030. This debt represents a note payable to the State for financing of a road expansion project.

During the current fiscal year the Town made payments in accordance with the repayment schedule and incurred no additional debt.

**TOWN OF INTERLACHEN, FLORIDA**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2019 AND 2018**  
(Continued)

Additional information on Town of Interlachen, Florida's long-term debt can be found in notes IV. E. of this report.

**Economic Factors and Next Year's Budgets and Rates**

- Millage rate rollback rate was adopted at 8.5602 mills, based on anticipated expenditures.
- Grant funding for capital projects will continue.

This factor was considered in preparing the Town's budget for the 2019-2020 fiscal year.

**Requests for Information**

This financial report is designed to provide a general overview of Town of Interlachen, Florida's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Mrs. Pam Wilburn, Town Clerk, 311 Atlantic Avenue, Interlachen, Florida, 32148.

**TOWN OF INTERLACHEN  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2019**

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 2,892,605	\$ 1,388,172	\$ 4,280,777
Receivables, net	24,018	19,008	43,026
Due from other governments	110,282	34,000	144,282
Internal balances	40,693	(40,693)	-
Inventory	-	9,557	9,557
Prepays	14,267	1,136	15,403
Restricted cash and cash equivalents:			
Customer deposits	-	14,960	14,960
Road construction	14,899	-	14,899
Restricted certificate of deposit:			
Perpetual cemetery care	-	70,521	70,521
Capital assets:			
Capital assets, not being depreciated	140,182	2,850	143,032
Other capital assets, net of depreciation	3,005,760	2,770,979	5,776,739
Total assets	<u>\$ 6,242,706</u>	<u>\$ 4,270,490</u>	<u>\$ 10,513,196</u>
<b>LIABILITIES</b>			
Accounts payable and accrued liabilities	\$ 28,809	\$ 2,241	\$ 31,050
Customer deposits	-	14,960	14,960
Noncurrent liabilities:			
Due within one year:			
Note payable	-	18,730	18,730
Compensated absences	29,065	3,979	33,044
Due in more than one year:			
Note payable	-	187,300	187,300
Compensated absences	25,262	3,459	28,721
Total liabilities	<u>\$ 83,136</u>	<u>\$ 230,669</u>	<u>\$ 313,805</u>
<b>NET POSITION</b>			
Net investment in capital assets	\$ 3,145,942	\$ 2,567,799	\$ 5,713,741
Restricted for:			
Infrastructure	698,879	-	698,879
Road construction	14,899	-	14,899
Perpetual cemetery care	-	70,521	70,521
Unrestricted	2,299,850	1,401,501	3,701,351
Total net position	<u>\$ 6,159,570</u>	<u>\$ 4,039,821</u>	<u>\$ 10,199,391</u>

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

**TOWN OF INTERLACHEN  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Governmental activities:							
Mayor and council	\$ 69,069	\$ -	\$ -	\$ -	\$ (69,069)	\$ -	\$ (69,069)
Town clerk	183,143	-	-	-	(183,143)	-	(183,143)
Police department	288,777	2,266	-	12,676	(273,835)	-	(273,835)
Public works department	274,701	-	110,296	-	(164,405)	-	(164,405)
Parks and recreation	33,712	-	-	-	(33,712)	-	(33,712)
Street department	138,584	-	-	2,150	(136,434)	-	(136,434)
Other general government	132,147	9,178	8,599	-	(114,370)	-	(114,370)
Total governmental activities	<u>1,120,133</u>	<u>11,444</u>	<u>118,895</u>	<u>14,826</u>	<u>(974,968)</u>	<u>-</u>	<u>(974,968)</u>
Business-type activities:							
Water	238,186	217,785	-	438,925	-	418,524	418,524
Cemetery	5,808	5,610	-	-	-	(198)	(198)
Total business-type activities	<u>243,994</u>	<u>223,395</u>	<u>-</u>	<u>438,925</u>	<u>-</u>	<u>418,326</u>	<u>418,326</u>
Total primary government	<u>\$ 1,364,127</u>	<u>\$ 234,839</u>	<u>\$ 118,895</u>	<u>\$ 453,751</u>	<u>(974,968)</u>	<u>418,326</u>	<u>(556,642)</u>
General revenues:							
Property taxes					443,667	-	443,667
Sales taxes					192,782	-	192,782
Franchise taxes					110,895	-	110,895
Utility services taxes					99,671	-	99,671
Intergovernmental					101,017	-	101,017
Investment earnings					2,254	1,885	4,139
Total general revenues					<u>950,286</u>	<u>1,885</u>	<u>952,171</u>
Change in net position					(24,682)	420,211	395,529
Net position - beginning of year					6,184,252	3,619,610	9,803,862
Net position - ending of year					<u>\$ 6,159,570</u>	<u>\$ 4,039,821</u>	<u>\$ 10,199,391</u>

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

**TOWN OF INTERLACHEN  
BALANCE SHEET  
GOVERNMENTAL FUND  
SEPTEMBER 30, 2019**

	<u>General Fund</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 2,907,504
Receivables, net	24,018
Due from other governments	110,282
Due from other funds	40,693
Prepaid items	14,267
Total assets	<u><u>\$ 3,096,764</u></u>
<b>LIABILITIES</b>	
Accounts payable and accrued liabilities	\$ 28,809
Total liabilities	<u>28,809</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Unavailable revenue - property taxes	<u>9,324</u>
<b>FUND BALANCES</b>	
Nonspendable:	
Prepaid items	14,267
Restricted for:	
Infrastructure	698,879
Road construction	14,899
Unassigned	2,330,586
Total fund balances	<u>3,058,631</u>
Total liabilities, deferred inflows and fund balances	<u><u>\$ 3,096,764</u></u>

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

**TOWN OF INTERLACHEN  
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUND  
TO THE STATEMENT OF NET POSITION  
SEPTEMBER 30, 2019**

<b>Fund balances - total governmental fund</b>		\$ 3,058,631
Amounts reported for governmental activities in the statement of activities are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds		
Total governmental capital assets	5,876,780	
Less: accumulated depreciation	<u>(2,730,838)</u>	3,145,942
Delinquent taxes are recorded as deferred inflows in the general fund, but are recorded as revenue in the statement of activities		
		9,324
Long-term liabilities, are not due and payable in the current period and, therefore, are not reported in the funds. These liabilities, consist of the following		
Compensated absences		(54,327)
<b>Net position of governmental activities</b>		<u>\$ 6,159,570</u>

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

**TOWN OF INTERLACHEN**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**GOVERNMENTAL FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2019**

	<b>General</b>
<b>Revenues</b>	
Property taxes	\$ 443,574
Intergovernmental	327,265
Franchise and utility taxes	210,566
Local option gas taxes	70,332
Charges for services	7,200
Fines and forfeitures	2,266
Interest	2,254
Other	31,901
Total revenues	1,095,358
<b>Expenditures</b>	
Current:	
Mayor and council	69,068
Town clerk	155,731
Police department	249,309
Public works department	274,701
Other general government	123,811
Capital outlay	94,260
Total expenditures	966,880
<b>Net change in fund balance</b>	128,478
<b>Fund balance, beginning of year</b>	2,930,153
<b>Fund balance, end of year</b>	\$ 3,058,631

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

**TOWN OF INTERLACHEN  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUND  
TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

<b>Net change in fund balance - total governmental fund</b>	\$	128,478
Differences in amounts reported for governmental activities in the statement of activities are:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives.		
Capital outlay expenditures		94,260
Depreciation expense		(248,549)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in governmental funds (reduction in delinquent taxes).		
		93
Under the modified accrual basis of accounting used in the governmental funds, expenditures are not recognized for transactions that are not normally paid with expendable available financial resources. In the statement of activities, however, which is presented on the accrual basis, expenses and liabilities are reported regardless of when financial resources are available. In addition, interest on long-term debt is not recognized under the modified accrual basis of accounting until due, rather than as it accrues. These adjustments are as follows:		
Change in compensated absences		1,036
<b>Change in net position of governmental activities</b>	<b>\$</b>	<b>(24,682)</b>

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



**TOWN OF INTERLACHEN  
STATEMENT OF NET POSITION  
PROPRIETARY FUNDS  
SEPTEMBER 30, 2019**

	<b>Business-type Activities - Enterprise Funds</b>		
	<b>Water</b>	<b>Cemetery</b>	<b>Totals</b>
<b>ASSETS</b>			
Current assets:			
Cash and cash equivalents	\$ 563,163	\$ 825,009	\$ 1,388,172
Accounts receivable, net	19,008	-	19,008
Due from other governments	34,000	-	34,000
Inventory	-	9,557	9,557
Prepaid items	1,136	-	1,136
Restricted cash and cash equivalents:			
Customer deposits	14,960	-	14,960
Total current assets	<u>632,267</u>	<u>834,566</u>	<u>1,466,833</u>
Noncurrent assets:			
Restricted for perpetual cemetery care:			
Certificates of deposit	-	70,521	70,521
Capital assets:			
Building and improvements	3,621,556	-	3,621,556
Machinery and equipment	103,387	-	103,387
Construction in progress	2,850	-	2,850
Accumulated depreciation	(953,964)	-	(953,964)
Total capital assets, net	<u>2,773,829</u>	<u>70,521</u>	<u>2,844,350</u>
Total noncurrent assets	<u>2,773,829</u>	<u>70,521</u>	<u>2,844,350</u>
Total assets	<u>\$ 3,406,096</u>	<u>\$ 905,087</u>	<u>\$ 4,311,183</u>
<b>LIABILITIES</b>			
Current liabilities:			
Accounts payable and accrued liabilities	\$ 2,241	\$ -	\$ 2,241
Due to other funds	39,880	813	40,693
Compensated absences	3,883	96	3,979
Payable from restricted assets:			
Current maturities on long-term debt	18,730	-	18,730
Deposits	14,960	-	14,960
Total current liabilities	<u>79,694</u>	<u>909</u>	<u>80,603</u>
Noncurrent liabilities:			
Note payable	187,300	-	187,300
Compensated absences payable	3,375	84	3,459
Total noncurrent liabilities	<u>190,675</u>	<u>84</u>	<u>190,759</u>
Total liabilities	<u>\$ 270,369</u>	<u>\$ 993</u>	<u>\$ 271,362</u>
<b>NET POSITION</b>			
Net investment in capital assets	\$ 2,567,799	\$ -	\$ 2,567,799
Restricted for perpetual cemetery care	-	70,521	70,521
Unrestricted	567,928	833,573	1,401,501
Total net position	<u>\$ 3,135,727</u>	<u>\$ 904,094</u>	<u>\$ 4,039,821</u>

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

**TOWN OF INTERLACHEN**  
**STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION**  
**PROPRIETARY FUNDS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2019**

	<b>Business-type Activities - Enterprise Funds</b>		
	<b>Water</b>	<b>Cemetery</b>	<b>Totals</b>
<b>Operating revenues</b>			
Charges for services	\$ 217,785	\$ 5,610	\$ 223,395
<b>Operating expenses</b>			
Cost of sales	-	347	347
Personnel services	64,704	1,543	66,247
Contract services	26,270	-	26,270
Electric power	12,190	1,049	13,239
Insurance	3,600	200	3,800
Repairs and maintenance	18,720	1,970	20,690
Supplies	6,558	290	6,848
Office and administrative	11,328	409	11,737
Professional services	10,070	-	10,070
Depreciation	84,746	-	84,746
Total operating expenses	238,186	5,808	243,994
<b>Operating income (loss)</b>	(20,401)	(198)	(20,599)
<b>Nonoperating revenues (expenses)</b>			
Interest income	495	1,390	1,885
<b>Income (loss) before contributions and transfers</b>	(19,906)	1,192	(18,714)
Capital grants	438,925	-	438,925
<b>Change in net position</b>	419,019	1,192	420,211
<b>Net position, beginning of year</b>	2,716,708	902,902	3,619,610
<b>Net position, end of year</b>	\$ 3,135,727	\$ 904,094	\$ 4,039,821

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

**TOWN OF INTERLACHEN  
STATEMENT OF CASH FLOWS - PROPRIETARY FUNDS  
FOR THE YEAR ENDED SEPTEMBER 30, 2019**

	<b>Business-type Activities - Enterprise Funds</b>		
	<b>Water</b>	<b>Cemetery</b>	<b>Totals</b>
<b>Cash flows from operating activities</b>			
Cash received from customers and grants	\$ 289,787	\$ 6,560	\$ 296,347
Cash paid to suppliers	(89,096)	(3,918)	(93,014)
Cash paid to employees	(64,382)	(1,550)	(65,932)
Net cash provided by operating activities	<u>136,309</u>	<u>1,092</u>	<u>137,401</u>
<b>Cash flows from noncapital and related financing activities</b>			
Change in due to/from other funds	<u>(10,082)</u>	<u>781,206</u>	<u>771,124</u>
<b>Cash flows from capital and related financing activities</b>			
Payments on long-term debt	(18,730)	-	(18,730)
Acquisition of capital assets	(521,270)	-	(521,270)
Capital contributions	438,925	-	438,925
Net cash used in capital and related financing activities	<u>(101,075)</u>	<u>-</u>	<u>(101,075)</u>
<b>Cash flows from investing activities</b>			
Interest received	495	684	1,179
<b>Net change in cash and cash equivalents</b>	<u>25,647</u>	<u>782,982</u>	<u>808,629</u>
<b>Cash and cash equivalents, beginning of year</b>	552,476	42,027	594,503
<b>Cash and cash equivalents, end of year</b>	<u>\$ 578,123</u>	<u>\$ 825,009</u>	<u>\$ 1,403,132</u>
<b>Reconciliation of operating income (loss) to net cash provided by (used in) operating activities</b>			
Operating income (loss)	\$ (20,401)	\$ (198)	\$ (20,599)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:			
Depreciation	84,746	-	84,746
(Increase) decrease in accounts receivable	5,341	950	6,291
(Increase) decrease in due from other governments	64,325	-	64,325
(Increase) decrease in inventory	-	347	347
(Increase) decrease in prepaids	(565)	-	(565)
Increase (decrease) in accounts payable and accrued liabilities	2,563	(7)	2,556
Increase (decrease) in utility deposits	300	-	300
Total adjustments	<u>156,710</u>	<u>1,290</u>	<u>158,000</u>
<b>Net cash provided by operating activities</b>	<u>\$ 136,309</u>	<u>\$ 1,092</u>	<u>\$ 137,401</u>
<b>Presented on the Statement of Net Assets-Proprietary Funds as:</b>			
Cash and cash equivalents	\$ 563,163	\$ 825,009	\$ 1,388,172
Restricted cash and cash equivalents for:			
Customer deposits	14,960	-	14,960
Total cash and cash equivalents	<u>\$ 578,123</u>	<u>\$ 825,009</u>	<u>\$ 1,403,132</u>

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

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**I. Summary of Significant Accounting Policies**

**A. Reporting entity**

The Town of Interlachen, Florida (the Town) was formed in 1888 under a Charter, which was enacted by the Florida Legislature in Chapter 61-2280 Laws of Florida. The Town operates under a Council form of government with elected officials consisting of five council members and one mayor with two-year terms. The following services are provided by the Town as authorized by its charter: public safety (police), highway and streets, sanitation, cemetery services, health and social services, public improvement and general administrative services. The Town's Charter was last updated in 1998.

**B. Government-wide and fund financial statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

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

**C. Measurement focus, basis of accounting, and financial statement presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long term debt and acquisitions under capital leases are reported as other financing sources.

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**I. Summary of Significant Accounting Policies (Continued)**

**C. Measurement focus, basis of accounting, and financial statement presentation (Continued)**

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The Town reports the following major governmental fund:

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Town reports the following major proprietary funds:

The *water fund* accounts for the activities of the government's water distribution operations.

The *cemetery fund* accounts for the activities of the government's cemetery operations.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Town's enterprise funds are charges to customers for sales and services. The Town also recognizes as operating revenue the portion of connection fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**Impact fees**—The Town has not adopted any ordinances or resolutions to levy impact fees in accordance with Section 163.31801, *Florida Statutes*.

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**I. Summary of Significant Accounting Policies (Continued)**

**D. Assets, liabilities, and net position or fund balance**

**1. Deposits and investments**

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Florida Statutes authorize the Town to invest in certificates of deposit, repurchase agreements and the State Treasurer's Investment Pool. In addition, the statutes allow the Town to invest in bonds, notes or other obligations of the United States government; certain bonds of any state or local government unit and bonds issued by certain government agencies, asset-backed or mortgage-backed securities of the highest credit quality, and certain preferred and common stock listed on a recognized national stock exchange in the United States. Investments of the Town are reported at fair value.

**2. Receivables and payables**

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

Property taxes are billed and collected for the Town by the County Tax Collector according to Florida Statute under the following calendar:

Valuation Date:	January 1
Levy Date:	November 1
Due Date:	March 31, of the following year
Lien Date:	April 1, of the following year

**3. Inventories and prepaid items**

All inventories are valued at cost using an average cost method.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

**4. Restricted assets**

Certain resources set aside for perpetual care of the cemetery are classified as restricted assets on the balance sheet because their use is limited by applicable Town ordinances. Any amounts over \$6,000 in the cemetery operating account at year end are transferred to the perpetual cemetery account.

The customer deposits account is used to accept and refund deposits paid by customers for water services.

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**I. Summary of Significant Accounting Policies (Continued)**

**D. Assets, liabilities, and net position or fund balance (Continued)**

**5. Capital assets**

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. Capital assets are defined by the government as assets with an initial, individual cost of more than \$500 (amount not rounded) and 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 acquisition value at the date of donation.

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

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. The Town incurred no interest expense related to construction in the current year.

Property, plant, and equipment of the Town are depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	20-40
Infrastructure	20-40
Machinery and equipment	5-10
Vehicles	5

**6. Compensated absences**

It is the Town's policy to permit employees to accumulate earned but unused vacation benefits. All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

**7. Long Term Obligations**

In the government-wide financial statements, and for proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position.

**8. Fund balance**

The Town follows the GASB Codification to classify fund balances for its governmental fund into specifically defined classifications. The classifications comprise a hierarchy based primarily on the extent to which the Town is bound to honor constraints on the specific purposes for which the amounts in the fund can be spent.

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**I. Summary of Significant Accounting Policies (Continued)**

**D. Assets, liabilities, and net position or balance (Continued)**

**8. Fund balance (Continued)**

Fund balance classifications are described below:

*Nonspendable*—amounts that are not in 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 the Town itself, using its highest level of decision-making authority, the Town Council. To be reported as committed, amounts cannot be used for any other purpose unless the Town takes the same highest level action to remove or change the constraint.

*Assigned*—amounts the Town intends to use for a specific purpose. Intent can be expressed by the Town Council or by an official or body to which the Town Council delegates the authority.

*Unassigned*—amounts that are available for any purpose. Positive amounts are reported only in the general fund.

The Town Council establishes (and modifies 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). Assigned fund balance is established by the Town Council through adoption or amendment of the budget as intended for specific purpose (such as the purchase of capital assets, construction, debt service, or for other purposes).

**9. Fund Balance Flow Assumptions**

Sometimes the Town will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

**10. Net Position Flow Assumptions**

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g. restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.



**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**II. Reconciliation of Government-Wide and Fund Financial Statements**

**A. Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net position**

Following the governmental fund balance sheet is a reconciliation between fund balance – total governmental funds and net position – governmental activities as reported in the government-wide statement of net position. A detailed explanation of these differences is provided in this reconciliation.

**B. Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities**

Following the governmental fund statement of revenues, expenditures, and changes in fund balances, there is a reconciliation between net changes in fund balances - total governmental funds and changes in net position of governmental activities as reported in the government-wide statement of activities. A detailed explanation of these differences is provided in this reconciliation.

**III. Stewardship, Compliance, and Accountability**

**A. Budgetary basis of accounting**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all funds. All annual appropriations lapse at fiscal year end.

Prior to August 1, the Town Council prepares a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing the expenditures. Public hearings are conducted to obtain taxpayer comments. Prior to October 1, the budget is legally enacted through passage of a resolution. Revisions that alter the total expenditures of any fund must be approved by the Town Council. Formal budgetary integration is employed as a management control device during the year for the governmental funds.

The appropriated budget is prepared by fund, function, and department. Transfers of appropriations between and within departments require the approval of the council. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the department level. The Town Council made one supplemental budgetary appropriation and three budget transfers throughout the year.

**IV. Detailed Notes on All Funds**

**A. Cash and cash equivalents and certificates of deposit**

All of the Town's bank deposits and certificates of deposits are covered by Federal depository insurance or by collateral held by the Town's custodial bank which is pledged to a state trust fund that provides security for amounts held in excess of FDIC coverage in accordance with the Florida Security for Deposits Act Chapter 280, Florida Statutes, therefore, none of the Town's deposits are subject to custodial credit risk. The Florida Security for Public Deposits Act established guidelines for qualification and participation by banks and savings associations, procedures for the administration of the collateral requirements and characteristics of eligible collateral.

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**IV. Detailed Notes on All Funds (Continued)**

**B. Receivables**

Receivables as of year-end, including the applicable allowances for uncollectible accounts, are as follows:

	<u>General</u>	<u>Water</u>	<u>Cemetery</u>	<u>Total</u>
Accounts	\$ 24,018	\$ 32,072	\$ -	\$ 56,090
Intergovernmental	64,582	-	-	64,582
Grants	45,700	34,000	-	79,700
Gross receivables	134,300	66,072	-	200,372
Less: Allowance	-	(13,064)	-	(13,064)
Net total receivables	<u>\$ 134,300</u>	<u>\$ 53,008</u>	<u>\$ -</u>	<u>\$ 187,308</u>

**C. Capital assets**

Capital asset activity for the year ended September 30, 2019, was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 138,032	\$ -	\$ -	\$ 138,032
Construction in process	45,700	2,150	(45,700)	2,150
Total capital assets, not being depreciated	<u>183,732</u>	<u>2,150</u>	<u>(45,700)</u>	<u>140,182</u>
Capital assets, being depreciated:				
Buildings and improvements	621,887	-	-	621,887
Improvements other than buildings	3,768,364	45,700	-	3,814,064
Machinery and equipment	1,109,108	92,110	(49,582)	1,151,636
Furniture and office equipment	149,511	-	(500)	149,011
Total capital assets, being depreciated	<u>5,648,870</u>	<u>137,810</u>	<u>(50,082)</u>	<u>5,736,598</u>
Less: Accumulated depreciation for:				
Buildings and improvements	(275,629)	(15,522)	-	(291,151)
Improvements other than buildings	(1,311,943)	(171,164)	-	(1,483,107)
Machinery and equipment	(810,357)	(56,648)	49,582	(817,423)
Furniture and office equipment	(134,442)	(5,215)	500	(139,157)
Total accumulated depreciation	<u>(2,532,371)</u>	<u>(248,549)</u>	<u>50,082</u>	<u>(2,730,838)</u>
Total capital assets, being depreciated, net	<u>3,116,499</u>	<u>(110,739)</u>	<u>-</u>	<u>3,005,760</u>
Governmental activities capital assets, net	<u>\$ 3,300,231</u>	<u>\$ (108,589)</u>	<u>\$ (45,700)</u>	<u>\$ 3,145,942</u>

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**IV. Detailed Notes on All Funds (Continued)**

**C. Capital assets (Continued)**

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Business-type activities:				
Capital assets, not being depreciated:				
Construction in progress	\$ 101,925	\$ 503,945	\$ (603,020)	\$ 2,850
Total capital assets, not being depreciated	<u>101,925</u>	<u>503,945</u>	<u>(603,020)</u>	<u>2,850</u>
Capital assets, being depreciated:				
Building and improvements	3,001,211	620,345	-	3,621,556
Machinery and equipment	<u>103,387</u>	<u>-</u>	<u>-</u>	<u>103,387</u>
Total capital assets, being depreciated	3,104,598	620,345	-	3,724,943
Less: Accumulated depreciation for:				
Plant assets and equipment	<u>(869,218)</u>	<u>(84,746)</u>	<u>-</u>	<u>(953,964)</u>
Total capital assets, being depreciated, net	<u>2,235,380</u>	<u>535,599</u>	<u>-</u>	<u>2,770,979</u>
Business-type activities capital assets, net	<u>\$ 2,337,305</u>	<u>\$ 1,039,544</u>	<u>\$ (603,020)</u>	<u>\$ 2,773,829</u>

Depreciation expense was charged to functions/programs as follows:

Governmental activities:	
Mayor and council	\$ -
Town clerk	17,517
Police department	35,255
Public works department	-
Parks and recreation	33,712
Street department	130,324
Other general government	31,741
Total	<u>\$ 248,549</u>
Business-type activities:	
Water	\$ 84,746
Cemetery	-
Total	<u>\$ 84,746</u>

**D. Interfund receivables, payables and transfers**

The composition of interfund balances at September 30, 2019, arising from transactions between funds is as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Water	\$ 39,880
General	Cemetery	813
Total		<u>\$ 40,693</u>

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**IV. Detailed Notes on All Funds (Continued)**

**D. Interfund receivables, payables and transfers (Continued)**

The outstanding balances between funds result mainly from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

**E. Long-term debt**

The Town entered into an agreement with the State of Florida, Department of Transportation to finance a road expansion project totaling \$467,893 which included the replacement of water pipes along the roadway. The project was completed in 2008. The financing agreement states that the Town will make annual non-interest bearing payments of \$18,730 for 24 years.

Principal payments to maturity are as follows:

<u>Year Ending September 30,</u>	<u>Principal</u>
2020	\$ 18,730
2021	18,730
2022	18,730
2023	18,730
2024	18,730
2025-2029	93,650
2030	18,730
Total	<u>\$ 206,030</u>

Long-term liability activity for the year ended September 30, 2019, was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
<b>Governmental activities:</b>					
Compensated absences	\$ 55,363	\$ 39,283	\$ (40,319)	\$ 54,327	\$ 29,065
<b>Business-type activities:</b>					
Compensated absences	\$ 7,123	\$ 4,848	\$ (4,533)	\$ 7,438	\$ 3,979
Note Payable - FDOT	224,760	-	(18,730)	206,030	18,730
	<u>\$ 231,883</u>	<u>\$ 4,848</u>	<u>\$ (23,263)</u>	<u>\$ 213,468</u>	<u>\$ 22,709</u>

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**V. Other Information**

**A. Contingent liabilities**

**Grant Programs**—Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the Federal and state government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Town expects amounts, if any, to be immaterial.

**B. Participation in public entity risk pool**

The Town is exposed to various risks of loss related to general liability (worker's compensation, public liability, law enforcement liability, health benefits, property damage and error and omissions). The Town participates in the Florida League of Cities Self Insurance Fund (the Fund), a public entity risk pool currently operating as a common risk management and insurance program for member cities. The Town pays an annual premium to the fund for its coverage. The premiums are designed to fund the liability risk assumed by the Fund and are based on certain actual exposures of each member. The Town had no settlement in excess of coverage provided by the Fund during the year ended September 30, 2019.

**C. Employee Benefits**

On a monthly basis, employees are paid a fixed sum in addition to their base compensation that is to partially defray the cost of group health insurance available to Town employees. This benefit is available to all regular Town employees and does not depend on a minimum number of years of service, and terminates upon separation from employment. Specifically, full time employees who are on a regular weekly schedule will be entitled to earn, accrue and use this benefit upon the first of the month after sixty days of continuous employment with no breaks in service. Temporary, emergency or other part-time employees shall not be eligible to earn, accrue or use this benefit. This accrued \$100 benefit shall be credited as earned on the last pay period date of each month for the previous month and must be used by September 30<sup>th</sup> of each fiscal year since it cannot be carried over from one fiscal year to the next. This Additional Benefit is not available for use during the first sixty days of continuous employment. Employees on a leave of absence without pay will not lose any of this accumulated benefit. Additional Benefit credited to them, however, they also will not accrue this benefit during the leave of absence. Employees on a leave of absence with pay shall continue to earn and accrue this benefit except when an employee is granted leave in conjunction with resignation or termination of employment, in such cases employees shall not earn or accrue this benefit. Beginning November 8, 2011, employees hired on or after this date are responsible for 5% of their group health insurance premium. The Town has not established a formal retirement plan.

**VI. Recent Accounting Pronouncements**

The Governmental Accounting Standards Board ("GASB") has issued several pronouncements that have effective dates that may impact future financial statements. Listed below are pronouncements with required implementation dates effective for subsequent fiscal years that have not yet been implemented. Management has not currently determined what, if any, impact implementation of the following will have on the Town's financial statements:

- A. GASB issued Statement No. 84, *Fiduciary Activities*, in January 2017. GASB 84 improves guidance regarding the identification and reporting of fiduciary activities. The provisions in GASB 84 are effective for periods beginning after December 15, 2019.

**TOWN OF INTERLACHEN, FLORIDA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2019**

**VI Recent Accounting Pronouncements (Continued)**

- B. GASB issued Statement No. 87, *Leases*, in June 2017. GASB 87 increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. The provisions in GASB 87 are effective for periods beginning after June 15, 2021.

**VII. Subsequent Events**

The Town has evaluated events and transactions for potential recognition or disclosure in the financial statements through May 15, 2020, the date which the financial statements were available to be issued.

Subsequent to September 30, 2019, local, U.S., and world governments have encouraged self-isolation to curtail the spread of the global pandemic, coronavirus disease (COVID-19), by mandating temporary work stoppage in many sectors and imposing limitations on travel and size and duration of group meetings. Most industries, including governments, are experiencing disruption to operations and the impact of reduced consumer spending. There is unprecedented uncertainty surrounding the duration of the pandemic, its potential economic ramifications, and any federal or state government actions to mitigate them. Accordingly, while Town management cannot quantify the financial and other impact to the Town as of May 15, 2020, Town management believes that a material impact on the Town's financial position and results of future operations is reasonably possible.

**TOWN OF INTERLACHEN**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL - GENERAL FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2019**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget - Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>REVENUES</b>				
Property taxes	\$ 447,432	\$ 447,432	\$ 443,574	\$ (3,858)
Intergovernmental	932,176	932,176	327,265	(604,911)
Franchise and utility taxes	150,000	150,000	210,566	60,566
Local option gas taxes	50,000	50,000	70,332	20,332
Charges for services	-	-	7,200	7,200
Fines and forfeitures	1,800	1,800	2,266	466
Interest	4,450	4,450	2,254	(2,196)
Other	26,208	26,208	31,901	5,693
Total revenues	<u>1,612,066</u>	<u>1,612,066</u>	<u>1,095,358</u>	<u>(516,708)</u>
<b>EXPENDITURES</b>				
Current:				
Mayor and council	107,422	107,422	69,068	38,354
Town clerk	158,561	164,111	155,731	8,380
Police department	270,531	271,318	249,309	22,009
Public works department	333,119	333,369	274,701	58,668
Other general government	228,071	260,644	123,811	136,833
Capital outlay	875,176	874,686	94,260	780,426
Debt service:				
Principal	-	-	-	-
Interest	-	-	-	-
Total expenditures	<u>1,972,880</u>	<u>2,011,550</u>	<u>966,880</u>	<u>1,044,670</u>
Excess (deficiency) of revenues over expenditures	<u>(360,814)</u>	<u>(399,484)</u>	<u>128,478</u>	<u>527,962</u>
<b>Other financing sources (uses)</b>				
Transfers in	7,200	7,200	-	(7,200)
Net change in fund balances	<u>(353,614)</u>	<u>(392,284)</u>	<u>128,478</u>	<u>520,762</u>
Fund balances, beginning of year	2,930,153	2,930,153	2,930,153	-
Fund balances, end of year	<u>\$ 2,576,539</u>	<u>\$ 2,537,869</u>	<u>\$ 3,058,631</u>	<u>\$ 520,762</u>

The accompanying notes to financial statements are an integral part of this schedule.

**TOWN OF INTERLACHEN  
NOTES TO SCHEDULE OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL – GENERAL FUND  
SEPTEMBER 30, 2019**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all funds. All annual appropriations lapse at fiscal year end.

Prior to August 1, the Town Council prepares a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing the expenditures. Public hearings are conducted to obtain taxpayer comments. Prior to October 1, the budget is legally enacted through passage of a resolution. Revisions that alter the total expenditures of any fund must be approved by the Town Council. Formal budgetary integration is employed as a management control device during the year for the governmental funds.

The appropriated budget is prepared by fund, function, and department. Transfers of appropriations between and within departments require the approval of the council. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the department level. The Town Council made one supplemental budgetary appropriation and three budget transfers throughout the year.



**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**

To the Honorable Mayor and Town Council Members,  
Town of Interlachen, Florida:

We have audited, 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, the financial statements of the governmental activities, the business-type activities, and each major fund of Town of Interlachen, Florida as of and for the year then ended September 30, 2019, and the related notes to the financial statements, which collectively comprise Town of Interlachen, Florida's basic financial statements, and have issued our report thereon dated May 15, 2020.

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered Town of Interlachen, 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 Town of Interlachen, Florida's internal control. Accordingly, we do not express an opinion on the effectiveness of Town of Interlachen, Florida's internal control.

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

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies, and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify a certain deficiency in internal control over financial reporting, listed below, that we consider to be a significant deficiency: Finding 2019-001.

## **Finding 2019-001: Preparation of Financial Statements**

**Condition** - The Town's internal control system over financial reporting does not currently provide for preparation of financial statements, including note disclosures, in accordance with generally accepted accounting principles (GAAP).

**Criteria** - Auditing Standards requires communication of significant deficiencies or material weaknesses related to an entity's internal control over financial reporting. In addition, Generally Accepted Government Auditing Standards (GAGAS) consider preparation of financial statements a non-attest activity and not separate from the Town's system of internal control over financial reporting.

**Cause** - The Town's resources currently available related to the preparation of financial statements, including note disclosures, in accordance with GAAP are limited.

**Effect** - The auditors provide preparation and review assistance related to the preparation of financial statements and related footnotes to comply with GAAP.

**Recommendation** - The outsourcing of these services is not unusual in governmental entities of similar budget and personnel size and is a result of management's cost benefit decision to rely on our accounting expertise rather than incurring this internal resource cost. For subsequent audits, management may wish to take an active role in the drafting of the financial statements and related disclosures.

### ***Compliance and Other Matters***

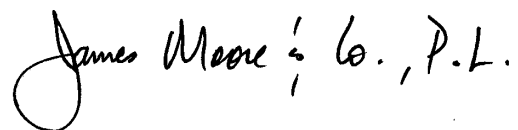
As part of obtaining reasonable assurance about whether Town of Interlachen, Florida's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Town of Interlachen, Florida's Response to Findings**

Town of Interlachen, Florida's response to the findings identified in our audit is described in the accompanying corrective action plan. Town of Interlachen, 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.



Gainesville, Florida  
May 15, 2020

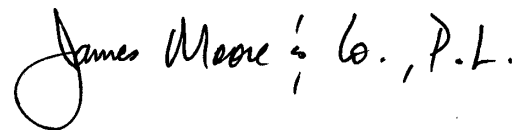
## INDEPENDENT ACCOUNTANTS' EXAMINATION REPORT

To the Honorable Mayor and Town Council Members,  
Town of Interlachen, Florida:

We have examined Town of Interlachen, Florida (the Town)'s compliance with Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2019. The Town's management is responsible for the Town's compliance with those requirements. Our responsibility is to express an opinion on Town of Interlachen, Florida'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, *Local Government Investment Policies*, for the year ended September 30, 2019, in all material respects. An examination involves performing procedures to obtain evidence about the Town's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of risks of material noncompliance with those requirements, 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.

In our opinion, Town of Interlachen, Florida, complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2019.



Gainesville, Florida  
May 15, 2020

**INDEPENDENT AUDITORS' MANAGEMENT LETTER REQUIRED BY  
CHAPTER 10.550, RULES OF THE STATE OF FLORIDA OFFICE  
OF THE AUDITOR GENERAL**

To the Honorable Mayor and Town Council Members,  
Town of Interlachen, Florida:

**Report on the Financial Statements**

We have audited the financial statements of the Town of Interlachen, Florida, as of and for the fiscal year ended September 30, 2019, and have issued our report thereon dated May 15, 2020.

**Auditors' Responsibility**

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

**Other Reporting Requirements**

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards* 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, which are dated May 15, 2020, should be considered in conjunction with this management letter.

**Prior Audit Findings**

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. The only finding, from the previous two years, is Finding **2019-001** regarding the preparation of the financial statements. It has not been corrected. Town of Interlachen, Florida responded in agreement to the finding and noted that management will monitor procedures to ensure compliance with established control systems, but that management is unable to prepare the financial statements at this time.

**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. There are no component units of Town of Interlachen, Florida to be disclosed as required by accounting principles generally accepted in the United States of America.

## **Financial Condition and Management**

Section 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 local governmental entity has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the Town of Interlachen, 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. It is management's responsibility to monitor the Town of Interlachen, 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.

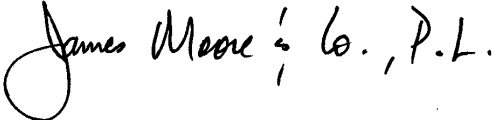
Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

## **Additional Matters**

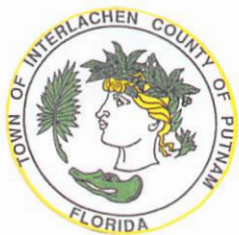
Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants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

## **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and State granting agencies, the Mayor and Town Council Members, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

James Moore & Co., P.L.

Gainesville, Florida  
May 15, 2020



## TOWN OF INTERLACHEN

"Between the Lakes"

311 ATLANTIC AVENUE

INTERLACHEN, FLORIDA 32148

Phone: 386-684-3811 • Fax: 386-684-3812

[www.interlachen-fl.gov](http://www.interlachen-fl.gov)

Mayor ~ J. Ken Larsen  
Chairperson ~ Beverly Bakker  
Vice-Chair ~ Joni Conner  
Council ~ Carolyn Bennett  
Council ~ Judi Costanzo  
Council ~ Carolyn Meadows

The Town Council Meets the Second Tuesday of Each Month at 7:00 p.m.

May 15, 2020

James Moore and Company, P.L.  
Certified Public Accountants  
5931 Northwest 1<sup>st</sup> Place  
Gainesville, Florida 32607

Re: Town of Interlachen - 2018/2019 Audit Report

While performing your audit of the Town of Interlachen, Florida's (the Town) financial statements as of and for the year ended September 30, 2019, you noted in the management letter required by the Florida Auditor General pursuant to Chapter 10.5560 and the 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* of the following item:

### 2019-01 – Preparation of Financial Statements

A system of internal control over financial reporting should allow the Town to prepare financial statements, including note disclosures, in accordance with generally accepted accounting principles (GAAP). While auditors can assist with the preparation of financial statements and related footnotes, the financial statements are the responsibility of management. A control deficiency exists in instances where the Town is not positioned to draft financial statements and all required disclosures. For subsequent audits, management may wish to take an active role in the drafting of the financial statements and related disclosures.

### Management Response:


The Town understands that the above statement is a weakness but is willing to accept the risk. The Town has a small office staff and is unable to prepare the financial statements at this time.

Page 2  
May 15, 2020  
James Moore and Company, P.L.

We agree with this finding and will monitor procedures to ensure compliance in the future.

If you have any questions, please contact our office at (386) 684-3811.

Sincerely,

  
Pamela S. Wilburn  
Town Clerk

pw

enclosures

(word/audit response letter.doc)