

TOWN OF MCINTOSH, FLORIDA

Annual Financial Report

For the Fiscal Year Ended September 30, 2019

TOWN OF MCINTOSH, FLORIDA

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For the Fiscal Year Ended September 30, 2019

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INTRODUCTORY SECTION

TOWN OF MCINTOSH, FLORIDA

LIST OF PRINCIPAL OFFICIALS

September 30, 2019

MAYOR

Willie Hamilton

PRESIDENT

Scott Mullikin

VICE PRESIDENT

Thurman Kingsley

COUNCIL MEMBERS

Eva Jo Callahan

Frank Ciotti

Marshall Roddy

FINANCIAL SECTION



Richard C. Powell, Jr., CPA
Marian Jones Powell, CPA

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INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor
And Members of the Town Council
Town of McIntosh, Florida

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of McIntosh, Florida, 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. Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Town of McIntosh, Florida's basic financial statements.

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 an opinion 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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Town of McIntosh, Florida as of September 30, 2019, and the respective changes in financial position 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 8-11 and 33-37 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.

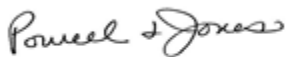
Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Town of McIntosh, Florida's basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis, and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 25, 2020, on our consideration of the Town of McIntosh'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 Town of McIntosh's internal control over financial reporting and compliance.



POWELL & JONES

Certified Public Accountants

March 25, 2020

TOWN OF MCINTOSH, FLORIDA

Management's Discussion and Analysis

This discussion and analysis is intended to be an easily readable analysis of the Town of McIntosh (Town) financial activities based on currently known facts, decisions or conditions. This analysis focuses on current year activities and should be read in conjunction with the financial statements that follow.

Report Layout

The Town has implemented Governmental Accounting Standards Board (GASB) Statement 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments. This statement requires governmental entities to report finances in accordance with specific guidelines. Among those guidelines are the components of this section dealing with management's discussion and analysis. Besides this Management's Discussion and Analysis (MD&A), the report consists of government-wide statements, fund financial statements, notes to the financial statements, and supplementary information. The first several statements are highly condensed and present a government-wide view of the Town's finances. Within this view, all Town operations are categorized and reported as governmental activities. Governmental activities include basic services such as fire control, public works, parks and recreation, human services, community development and general governmental administration. These government-wide statements are designed to be more corporate-like in that all activities are consolidated into a total for the Town.

Basic Financial Statements

- The Statement of Net Position focuses on resources available for future operations. In simple terms, this statement presents a snap-shot view of the assets the Town owns, the liabilities it owes and the net difference. The net difference is further separated into amounts restricted for specific purposes and unrestricted amounts. Governmental activities reflect capital assets including infrastructure and long-term liabilities. Also, governmental activities are reported on the accrual basis of accounting.
- The Statement of Activities focuses gross and net costs of the Town's programs and the extent to which such programs rely upon general tax and other revenues. This statement summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues.
- Fund financial statements focus on governmental funds. Governmental fund statements follow the more traditional presentation of financial statements. The Town has one major governmental fund which is presented in a separate column. A budgetary comparison is presented for the governmental fund.
- The notes to the financial statements provide additional disclosures required by governmental accounting standards and provide information to assist the reader in understanding the Town's financial condition.

The MD&A is intended to explain the significant changes in financial position and differences in operation between the current and prior years.

Town as a Whole

Government-wide Financial Statements

A condensed version of the Statement of Net Position follows:

Net Position at September 30, 2019 and 2018

| | Governmental Activities | |
|----------------------------|-------------------------|--------------|
| | 2019 | 2018 |
| ASSETS | | |
| Current assets | | |
| Cash and cash equivalents | \$ 1,445,291 | \$ 1,069,716 |
| Capital assets | 436,034 | 582,500 |
| Other assets | 11,230 | 72,248 |
| Total assets | 1,892,555 | 1,724,464 |
| LIABILITIES | | |
| Current liabilities | 15,630 | 17,959 |
| Total liabilities | 15,630 | 17,595 |
| NET ASSETS | | |
| Invested in capital assets | 436,034 | 582,500 |
| Unrestricted | 1,070,289 | 772,063 |
| Restricted for streets | 370,602 | 351,941 |
| Total net position | \$ 1,876,925 | \$ 1,706,504 |

23% of the Town's net position reflect its investment in capital assets (land, buildings, infrastructure, and equipment). The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

The Town also has accumulated net assets of \$370,602 which are restricted for streets or other transportation purposes.

The balance of unrestricted net assets \$1,070,289 may be used to meet the Town's ongoing obligations to citizens and creditors.

The following schedule provides a summary of the changes in net position. The increase during the year through Governmental Activities net position is due primarily to decreased debt.

The Town's net position increased \$170,421 over the year.

A condensed version of the Statement of Activities follows:

**Change in Net Position
For the Fiscal Years Ended September 30, 2019 and 2018**

| | Governmental Activities | |
|-------------------------------------|-------------------------|---------------------|
| | 2019 | 2018 |
| Revenues | | |
| Program revenues | | |
| Charges for services | \$ 115,571 | \$ 118,827 |
| Grants and contributions | 19,361 | - |
| General revenues | | |
| Taxes | 246,727 | 236,596 |
| State shared revenues | 55,502 | 49,228 |
| Interest | 7,668 | 3,241 |
| Other miscellaneous revenue | 25,565 | 94,725 |
| Non-operating revenues | | |
| Gain on sale of commercial building | 31,382 | - |
| | <u>501,777</u> | <u>502,617</u> |
| Expenses | | |
| General government | 98,176 | 88,180 |
| Public safety | 14,233 | 13,812 |
| Physical environment | 134,305 | 113,181 |
| Transportation | 74,035 | 104,777 |
| Culture/recreation | 10,607 | 23,123 |
| Total expenses | <u>331,355</u> | <u>343,073</u> |
| Increase in net position | 170,421 | 159,544 |
| Beginning net position | <u>1,706,504</u> | <u>1,546,960</u> |
| Ending net position | <u>\$ 1,876,925</u> | <u>\$ 1,706,504</u> |

Governmental activities:

Taxes provide 49% of the revenues for Governmental Activities, while most of the Governmental Activities resources are spent for Physical Environment (41%), and Transportation (22%).

Budgetary Highlights

The Town operated within its budgetary limits during the current year. The increase in net position of \$170,421 was primarily attributable to budgetary management during the year.

Capital Assets

At September 30, 2019, the Town had \$436,034 invested in capital assets, including the water system, park and recreation facilities, buildings, and streets.

Capital Assets at September 30, 2019 and 2018

| | Governmental Activities | |
|----------------------------|-------------------------|-------------|
| | 2019 | 2018 |
| Land | \$ 235,223 | \$ 235,223 |
| Buildings and improvements | 467,334 | 607,002 |
| Water plant | 559,706 | 559,706 |
| Equipment | 259,401 | 243,551 |
| Street paving | 38,415 | 38,415 |
| Subtotal | 1,560,079 | 1,683,897 |
| Accumulated depreciation | (1,124,045) | (1,101,397) |
| Capital assets, net | \$ 436,034 | \$ 582,500 |

OTHER FINANCIAL INFORMATION

Economic Factors and Rates

- The estimated population for the Town in 2019 was 477 and is estimated to be approximately the same in 2020.

Financial Contact

The Town's financial statements are designed to present users (citizens, taxpayers, other interested parties, and creditors) with a general overview of the Town's finances and to demonstrate the Town's accountability.

If you have questions about the report or need additional financial information, please contact the Town Manager/Clerk at P.O. Box 165, McIntosh, Florida 32664 or TownofMcIntosh@windstream.net.

BASIC FINANCIAL STATEMENTS

TOWN OF MCINTOSH, FLORIDA
STATEMENT OF NET POSITION
September 30, 2019

| | <u>Governmental Activities</u> |
|----------------------------|--------------------------------|
| ASSETS | |
| Current assets | |
| Cash and cash equivalents | \$ 1,216,588 |
| Accounts receivable | 11,230 |
| Investments | <u>228,703</u> |
| Total current assets | <u>1,456,522</u> |
| Noncurrent assets | |
| Capital assets | <u>436,034</u> |
| Total assets | <u><u>\$ 1,892,556</u></u> |
| LIABILITIES | |
| Current liabilities | |
| Accrued liabilities | 2,530 |
| Deposits | <u>13,100</u> |
| Total liabilities | <u>15,630</u> |
| NET ASSETS | |
| Invested in capital assets | 436,034 |
| Unrestricted | 1,070,289 |
| Restricted for streets | <u>370,602</u> |
| Total net position | <u><u>\$ 1,876,925</u></u> |

See notes to financial statements.

TOWN OF MCINTOSH, FLORIDA
STATEMENT OF ACTIVITIES
For the Fiscal Year Ended September 30, 2019

| Functions/Programs | <u>Expenses</u> | <u>Program Revenues Charges for Services</u> | <u>Net (Expenses) Revenues, and Changes in Net Assets</u> |
|-------------------------------------|-------------------|--|---|
| Governmental activities | | | |
| General government | \$ 98,176 | \$ - | \$ (98,176) |
| Public safety | 14,233 | - | (14,233) |
| Physical environment | 134,305 | 115,571 | (18,734) |
| Transportation | 74,035 | - | (74,035) |
| Culture/recreation | 10,607 | | (10,607) |
| | <u>\$ 331,355</u> | <u>\$ 115,571</u> | <u>(215,784)</u> |
| General revenues | | | |
| Property taxes | | | 41,691 |
| Sales taxes | | | 105,615 |
| Utility services taxes | | | 68,050 |
| Franchise taxes | | | 31,371 |
| Licenses and permits | | | 538 |
| State shared revenues | | | 55,502 |
| Rent and royalties | | | 18,638 |
| Interest | | | 7,668 |
| Gain on sale of commercial building | | | 31,382 |
| Miscellaneous | | | 25,750 |
| Total general revenues | | | <u>386,205</u> |
| Changes in net position | | | 170,421 |
| Net position - beginning | | | <u>1,706,504</u> |
| Net position - ending | | | <u>\$ 1,876,925</u> |

See notes to financial statements.

TOWN OF MCINTOSH, FLORIDA
GOVERNMENTAL FUNDS
BALANCE SHEET
September 30, 2019

| | Total Governmental Funds General Fund |
|--|---|
| ASSETS | |
| Cash and cash equivalents | \$ 1,216,588 |
| Accounts receivable | 11,230 |
| Investments | 228,703 |
| Total assets | <u>1,456,522</u> |
| LIABILITIES AND FUND BALANCE | |
| Liabilities | |
| Accrued compensated absences | 2,530 |
| Deposits | 13,100 |
| Total liabilities | <u>15,630</u> |
| Fund balance | |
| Unassigned | 1,070,289 |
| Restricted for streets | 370,602 |
| Total fund balance | <u>1,440,891</u> |
| Amounts reported for governmental activities in the statement of net assets is different because: | |
| Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds. | 436,034 |
| Net assets of governmental activities | <u>\$ 1,876,925</u> |

See notes to financial statements.

TOWN OF MCINTOSH, FLORIDA
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Fiscal Year Ended September 30, 2019

| | Governmental Funds General Fund |
|---|------------------------------------|
| REVENUES | |
| Taxes | \$ 246,727 |
| Licenses and permits | 538 |
| Intergovernmental | 55,502 |
| Charges for services | 115,571 |
| Rents and royalties | 18,638 |
| Interest | 7,668 |
| Proceeds from sale of commercial building | 179,526 |
| Miscellaneous | 25,750 |
| Total revenues | <u>649,921</u> |
| EXPENDITURES | |
| Current expenditures | |
| General government | 87,608 |
| Public safety | 14,233 |
| Physical environment | 134,305 |
| Transportation | 70,193 |
| Culture/recreation | 2,370 |
| Capital outlay | |
| Culture/recreation | 24,325 |
| Total expenditures | <u>333,033</u> |
| Net change in fund balance | 316,887 |
| Fund balance at beginning of year | 1,124,004 |
| Fund balance at end of year | <u>\$ 1,440,891</u> |

See notes to financial statements.

TOWN OF MCINTOSH, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES OF
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

For the Fiscal Year Ended September 30, 2019

| | | |
|---|-----------------|------------------|
| Net change in fund balance - Total Governmental Funds | | \$ 316,887 |
| 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 as depreciation expense. | | |
| Expenditures for capital assets | 24,325 | |
| Sale of capital asset | (148,144) | |
| Current year depreciation | <u>(22,647)</u> | <u>(146,466)</u> |

See notes to financial statements.

TOWN OF MCINTOSH, FLORIDA
NOTES TO FINANCIAL STATEMENTS
September 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Town of McIntosh (the Town) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting principles. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units.

In June, 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement 34-Basic Financial Statement and Management's Discussion and Analysis - for State and Local Governments. As provided by GASB 34, the Town has elected not to report retroactive infrastructure improvements in its financial statements due to the fact that its annual revenues are less than ten million. The Town has implemented all other applicable provisions of this Statement.

A. Reporting Entity - The Town of McIntosh, Florida is a municipal, political subdivision of the State of Florida, created and organized under Chapter 6732 *Laws of Florida*. Accordingly, it is controlled by the Florida Constitution and various Florida Statutes as well as its own local charter, ordinances and policies. It is governed by an elected Mayor and Town Council.

In evaluating how to define the Town, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in GAAP. The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities. Based upon the application of these criteria, management determined that no component units existed which should be included within the reporting entity.

B. Measurement Focus and Basis of Accounting - The basic financial statements of the Town are comprised of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the financial statements

1. Government-wide Financial Statements

Government-wide financial statements display information about the reporting government as a whole, except for its fiduciary activities. These statements include a separate column for the governmental activities of the Town. Governmental activities are normally supported by taxes and intergovernmental revenues. The primary government is reported separately from any legally separate component unit for which the primary government is financially accountable.

Government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement 33 – “Accounting and Financial Reporting for Nonexchange Transactions.”

Program revenues include charges for services, special assessments, and payments made by parties outside of the reporting government’s citizenry if that money is restricted to a particular program. Program revenues are netted with program expenses in the statement of activities to present the net cost of each program.

Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as another financing source. Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability, rather than as an expenditure.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. As applicable, the Town also chooses to eliminate the indirect costs between governmental activities to avoid the “doubling up” effect.

Fund Financial Statements

The underlying accounting system of the Town is organized and operated on the basis of a single fund. The operations of this fund is accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements for the Town’s governmental funds are presented after the government-wide financial statements. These statements display information about the major fund.

Governmental Funds - 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 collected 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. Franchise fees, licenses, sales taxes, gas taxes, operating and capital grants, 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. All other revenue items are considered to be measurable only when cash is received by the Town.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be measure of "available spendable resources." Governmental funds operating statements present increases (revenue and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of "available spendable resources" during a period.

Any non-current portions of long-term receivables due to governmental funds are reported on their balance sheets in spite of their spending measurement focus.

Non-current portions of other long-term receivables are offset by fund balance reserve accounts. Because of their spending measurement focus, expenditure recognition for governmental fund types exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as another financing source rather than as a fund liability. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

C. Basis of Accounting - GASB Statement 34 sets forth minimum criteria (percentage of the assets, liabilities, revenues or expenditures, expenses of either fund category and the governmental and enterprise combined) for the determination of major funds. The Town has used GASB 34 minimum criteria for major fund determination. The Town has only one major fund.

1. Governmental Major Funds:

General Fund - The General Fund is the general operating fund of the Town. It is used to account for all financial resources, except those required to be accounted for in another fund. For the year ended September 30, 2019, the Town utilized the General Fund to record all of its normal financial transactions.

2. Non-current Governmental Assets/Liabilities:

GASB Statement 34 requires non-current governmental assets, such as land and building, and noncurrent governmental liabilities, such as general obligation bonds and capital leases, be reported in the governmental activities column in the government-wide statement of net position.

D. Assets, Liabilities and Net Position or Equity

- 1. Cash and Investments** - Cash deposits are held by a bank qualified as a public depository under Florida law. All deposits are insured by Federal depository insurance and collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, *Florida Statutes*.

Investments consist of amounts placed with the State Board of Administration for participation in the Local Government Surplus Funds Trust Fund and the Fund B. Surplus Funds Trust Fund investment pools created by Sections 218.405 and 218.417, *Florida Statutes*, and those made locally. On December 4, 2007, the State Board of Administration restructured the Local Government Surplus Funds Trust Fund (Pool) to also establish the Fund B Surplus Funds Trust Fund. The State Board of Administration has distributed the original principal balances in full to each Fund B participant as of September 30, 2018, and the Town held no investment in Fund B as of that date. The local investments operate under the guidelines established by Section 218.415, *Florida Statutes*. The Town's investments in the Pool, which the State Board of Administration indicates is a Securities and Exchange Commission Rule 2a7-like external investment pool, as of September 30, 2018, are similar to money market funds in which shares are owned in the fund rather than the underlying investments. These investments are reported at fair value, which is amortized cost.

Investments made locally consist of certificates of deposit and are reported at fair value. Types and amounts of investments held at fiscal year end are described in a subsequent note on investments.

2. **Inventories** - The costs of governmental fund inventories are recorded as expenditures when purchased rather than when consumed. The actual amounts of any inventory type goods on hand at year end would not be material.
3. **Fund Equity** - As applicable in fiscal periods, reserves represent those portions of fund equity not appropriable for expenditure or legally segregated for a specific future use. At September 30, 2019, the Town had restricted fund balances of \$370,602, which was restricted for transportation expenditures.
4. **Encumbrances** - Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditures of monies are recorded in order to reserve that portion of the applicable appropriation, is not utilized by the Town.
5. **Capital Assets** - Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., streets, bridges, right-of-ways, and similar items), are reported in the applicable governmental column in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial, individual cost of \$500 or more and an estimated useful life in excess of one year. Except for roads and bridges constructed prior to October 1, 1981, assets are recorded as historical costs. Roads and bridges constructed prior to October 1, 1981 are generally not reported. Donated capital assets are recorded at estimated fair market value at the date of donations.

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

Major outlays for capital assets and improvements are capitalized as projects are constructed.

6. **Capitalization of Interest** - Interest related to borrowings are capitalized during the construction period. These costs are netted against applicable interest earnings on construction fund investments. During the current period, the Town did not have any capitalized interest.
7. **Deferred Revenues** - Deferred revenues reported in government-wide financial statements represent unearned revenues. The deferred revenues will be recognized as revenue in the

fiscal year they are earned in accordance with the accrual basis of accounting. During the current period, the Town did not have any deferred revenues.

8. **Accrued Compensated Absences** - Compensated absences are absences for which employees will be paid vacation and sick leave. The current portion is the amount estimated to be used in the following year. The non-current portion is the amount estimated to be used in subsequent fiscal years. Both the current and non-current estimated accrued compensated absences amount for governmental funds are maintained separately and would represent a reconciling item between the fund and government-wide presentation. At September 30, 2019, the Town had a liability for compensated absences of \$2,530.

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

A. Explanation of Differences Between the Governmental Funds Balance Sheet and the Government-wide Statement of Net Position.

“Total fund balance” of the Town’s governmental fund \$1,440,891 differs from “net position” of governmental activities \$1,876,925 reported in the statement of net position. This difference primarily results from the long-term economic focus of the statement of net position versus the current financial resources focus of the governmental funds balance sheet.

Capital related items

When capital assets (property, plant, equipment) that are to be used in governmental activities are purchased or constructed, the cost of these assets are reported as expenditures in governmental funds. However, the statement of net position included those capital assets among the assets of the Town as a whole.

| | |
|--------------------------|--------------------|
| Cost of capital assets | \$ 1,560,079 |
| Accumulated depreciation | <u>(1,124,045)</u> |
| Total | <u>\$ 436,034</u> |

TOWN OF MCINTOSH, FLORIDA

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

A. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Assets

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

A. Explanation of Differences Between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Position

| | Total Governmental Funds | Capital Related Items | Statement of Net Position |
|---|--------------------------------|-----------------------------|---------------------------------|
| ASSETS | | | |
| Cash and cash equivalents | \$ 1,216,588 | \$ - | \$ 1,216,588 |
| Accounts receivable | 11,230 | - | 11,230 |
| Due from other governmental units | - | - | - |
| Investments | 228,703 | - | 228,703 |
| Capital assets - net | - | 436,034 | 436,034 |
| Total assets | \$ 1,456,522 | \$ 436,034 | \$ 1,892,556 |
| LIABILITIES AND FUND EQUITY | | | |
| Current liabilities: | | | |
| Accrued liabilities | 2,530 | - | 2,530 |
| Deposits | 13,100 | - | 13,100 |
| Total liabilities | 15,630 | - | 15,630 |
| Fund equity/net position | 1,440,891 | 436,034 | 1,876,925 |
| Total liabilities and fund equity/net position | \$ 1,456,522 | \$ 436,034 | \$ 1,892,556 |

B. Explanation of Differences Between Governmental Funds Operating Statement and the Statement of Activities

The “net change in fund balances for the governmental fund \$316,887 differs from the “change in net position” for governmental activities \$170,421 reported in the statement of activities. The differences arise primarily from the long-term economic focus of the statement of activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

Capital related items

When capital assets that are to be used in governmental activities are purchased or constructed, the resources expended for those assets are reported as expenditures in governmental funds. However, in the statement of activities, the costs of those assets is allocated over their estimated useful lives and reported as depreciation expense. As a result, fund balances decrease by the amount of financial resources expended, whereas net position decreases by the amount of depreciation expense charges for the year.

| | |
|----------------------|---------------------|
| Capital disposal | \$ (148,144) |
| Capital outlay | 24,325 |
| Depreciation expense | (22,647) |
| | <u>\$ (146,466)</u> |

TOWN OF MCINTOSH, FLORIDA

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

B. Explanation of Differences Between Government Fund Operating Statements and the Statement of Activities

| | Total Governmental Funds | Capital Related Items | Statement of Activities |
|---|--------------------------------|-----------------------------|-------------------------------|
| REVENUES | | | |
| Taxes | \$ 246,727 | \$ - | \$ 246,727 |
| Licenses and permits | 538 | - | 538 |
| Intergovernmental | 55,502 | - | 55,502 |
| Charges for services | 115,571 | - | 115,571 |
| Rents and royalties | 18,638 | - | 18,638 |
| Total revenues | 436,977 | - | 436,977 |
| EXPENDITURES | | | |
| Current expenditures | | | |
| General government | 87,608 | 10,568 | 98,176 |
| Public safety | 14,233 | - | 14,233 |
| Physical environment | 134,305 | - | 134,305 |
| Transportation | 70,193 | 3,842 | 74,035 |
| Culture/recreation | 2,370 | 8,237 | 10,607 |
| Capital outlay | | | |
| Culture/recreation | 24,325 | (24,325) | - |
| Total expenditures | 333,033 | (1,678) | 331,355 |
| Excess of revenues over expenditures | 103,943 | 1,678 | 105,621 |
| Non-operating revenues | | | |
| Miscellaneous | 25,750 | - | 25,750 |
| Interest | 7,668 | - | 7,668 |
| Proceeds from sale of commercial building | 179,526 | - | 179,526 |
| Cost of commercial building | - | (148,144) | (148,144) |
| Total Non-operating revenues | 212,944 | (148,144) | 64,800 |
| Net change in fund balance | 316,887 | (146,466) | 170,421 |
| Fund balance - beginning of year | 1,124,004 | 582,500 | 1,706,504 |
| Fund balance - end of year | \$ 1,440,891 | \$ 436,034 | \$ 1,876,925 |

NOTE 3. LEGAL COMPLIANCE–BUDGETS

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to September 1, the Town Council develops a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain taxpayer comments.
3. Prior to September 30, the budget is legally enacted by the Town Council through passage of a resolution.
4. Any revision that alters the total expenditures of any fund or transfers budgeted amounts between departments within any fund must be approved by the Town Council.
5. The budget for the General Fund is adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted, or as amended by the Town Council. Individual amendments were not material in relation to the original appropriations which were amended.

NOTE 4. DEPOSITS AND INVESTMENTS

1. Deposits

At September 30, 2019, the carrying amount of the Town's bank deposits was \$930,271. All deposits with financial institutions were 100% insured by federal depository insurance or by collateral provided by qualified public depositories to the State Treasurer pursuant to the Public Depository Security Act of the State of Florida. The Act established a Trust Fund, maintained by the State Treasurer, which is a multiple financial institution pool with the ability to assess its member financial institutions for collateral shortfalls if a member fails.

2. Investments

As of September 30, 2019, the Town had the following investments and maturities:

| Investment | Maturities | Fair Value |
|---|------------|-------------------|
| State Board of Administration Local Government Surplus Funds Trust Fund Investment Pool | 37 days | \$ 23,587 |
| Florida FIT | Daily | 286,317 |
| Certificates of Deposit | 2019 | 205,117 |
| Total Investments | | <u>\$ 515,020</u> |

- A. The Town's investment in Florida PRIME is administered by the Florida State Board of Administration (SBA). Florida PRIME is an external investment pool that is not a registrant with the SEC; however, the SBA has adopted operating procedures consistent with the requirements for a SEC Rule 2a-7 fund. Florida PRIME is governed by Chapter 19-7 of the Florida Administrative Code, which identifies the Rules of the SBA. These rules provide guidance and establish the general operating of Florida PRIME. Additionally, the State of Florida, Office of the Auditor General

performs the operational audit of the activities and investments of the SBA. Throughout the year and as of September 30, 2019, Florida PRIME contained certain floating rate and adjustable rate securities that we indexed based on the prime rate and/or on-and three-month LIBOR. These floating rate and adjustable rate securities are used to hedge against interest risk and provide diversification to the portfolio. Exposure to a single issuer is limited to 5% of the portfolio's amortized cost. Investments in Florida PRIME are not evidenced by securities that exist in physical or book entry form. The current rating for the Florida PRIME is AAAm by Standard and Poors. The weighted average of days to maturity of the Florida PRIME at September 30, 2019 is 37 days. The fair value of the Town's position in the pool approximates the value of the pool shares. At September 30, 2019 the value of the pool shares. At September 30, 2019, the Town had \$23,587 invested in Florida PRIME. Florida Prime's most recent financial statements can be found at <https://www.sbafla.com/prime/Audits/tabid/582Default.aspx>.

- B. The Towns investment in Florida Fixed Income Trust (FIT) are administered by a Board of Trustees of U.S. Fixed Income Trust. Each investment pool is established and created by inter-local agreement in accordance with the requirements of Florida Statute 163.01, and the Trust Agreement. In addition, each FL-FIT Pool is designed to qualify as an "authorized investment" under Florida Statute 218.415(16).

Each FL-FIT Pool as defined in the Trust Agreement; U.S. Bank National Association serves as the Custodian; U.S. Bank Global Fund services serves as the Administrator. The fair value of the Towns position in the Pool approximates the value of the Pool shares. As of September 30, 2019, the Town had \$286,317 invested in Florida FIT.

Fair Value Measurements

In February 2015, GASB issued GASB Statement No. 72. GASB 72 applicability related to the application of fair value is limited to assets and liabilities that are currently measured at fair value and certain investments that are not currently measured at fair value.

Florida PRIME currently meets all of the necessary criteria to elect to measure all of the investments in Florida PRIME at amortized cost. Therefore, the participant account balance is considered the fair value of the investment. Florida PRIME Investment is exempt from the GASB 72 fair value hierarchy disclosures.

As of September 30, 2019, the Town's investment in the Florida PRIME investment pool is rated AAAm by Standard and Poors.

Investment Objective

The primary investment objective for Florida PRIME, in priority order, are safety, liquidity, and competitive returns with minimization of risks. Investment performance of Florida PRIME will be evaluated on a monthly basis against the Standard and Poors U.S. AAA & AA Rated GIPP All 30 Day Net Yield Index. While there is no assurance that Florida PRIME will achieve its investment objectives, it endeavors to do so by following the investment strategies described in this Policy.

Interest Rate Risk

The dollar weighted average days to maturity (WAM) of Florida PRIME at September 30, 2019, is 33 days. Next interest rate reset dates for floating rate securities are used in the calculation of the WAM. The weighted average life (WAL) of Florida PRIME at September 30, 2019, is 85 days.

Foreign Currency Risk

Florida PRIME was not exposed to any foreign currency risk during the period from October 1, 2018 through September 30, 2019.

Securities Lending

Florida PRIME did not participate in a securities lending program in the period October 1, 2018 through September 30, 2019.

Fair Value Hierarchy

Florida PRIME currently meets all of the necessary criteria to elect to measure all of the investments in Florida PRIME at amortized cost; therefore, participant account balances should be also reported at amortized cost. The Town's investments in Certificates of Deposit are in a qualified public depository.

Custodial Credit Risk

- Section 218.415(18), *Florida Statutes*, requires the Town to earmark all investments and 1) if registered with the issuer or its agents, the investment must be immediately placed for safekeeping in a location that protects the governing body's interest in the security; 2) if in book entry form, the investment must be held for the credit of the governing body by a depository chartered by the Federal Government, the State, or any other state or territory of the United States which has a branch or principal place of business in this State, or by a national association organized and existing under the laws of the United States which is authorized to accept and execute trusts and which is doing business in this State, and must be kept by the depository in an account separate and apart from the assets of the financial institution; or 3) if physically issued to the holder but not registered with the issuer or its agents, must be immediately placed for safekeeping in a secured vault. All Town investments complied with this provision of law.

NOTE 5. PROPERTY TAX REVENUES

Taxable values for all property are established as of January 1, which is the date of lien, for the fiscal year starting October 1. Property tax revenues recognized for the 2018-2019 fiscal year were levied in October 2017. All taxes are due and payable on November 1 or as soon as the assessment roll is certified and delivered to the Tax Collector. Discounts are allowed for early payment at the rate of 4% in November, 3% in December, 2% in January and 1% in February. Taxes paid in March are without discount. All unpaid taxes become delinquent as of April 1. Virtually all unpaid taxes are collected via the sale of tax certificates on or prior to June 1; therefore, there were no material taxes receivable at fiscal year end.

NOTE 6. CAPITAL ASSETS

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

| <u>Governmental Activities:</u> | <u>Beginning Balance</u> | <u>Additions</u> | <u>Deletions</u> | <u>Ending Balance</u> |
|--|------------------------------|------------------|-------------------|---------------------------|
| Capital assets: | | | | |
| Land | \$ 235,223 | \$ - | \$ - | \$ 235,223 |
| Water plant | 559,706 | - | - | 559,706 |
| Buildings and improvements | 607,003 | 8,475 | 148,144 | 467,334 |
| Street paving | 38,415 | - | - | 38,415 |
| Equipment and vehicles | 243,551 | 15,850 | - | 259,401 |
| Total capital assets | 1,683,898 | 24,325 | 148,144 | 1,560,079 |
| Less accumulated depreciation | (1,101,397) | (22,647) | - | (1,124,045) |
| Governmental activities capital assets, net | <u>\$ 582,501</u> | <u>\$ 1,678</u> | <u>\$ 148,144</u> | <u>\$ 436,034</u> |

Depreciation expense was charged to functions/programs of the Town, as follows:

| | |
|--------------------------|------------------|
| Governmental activities: | |
| General government | \$ 8,237 |
| Highways and streets | 3,841 |
| Culture and recreation | 10,569 |
| | <u>\$ 22,647</u> |

NOTE 7. RECEIVABLE AND PAYABLE BALANCES

Receivables

Receivables at September 30, 2019, were as follows:

| | <u>Accounts Receivable</u> | <u>Due from Other Governmental Units</u> | <u>Total Receivables</u> |
|-----------------------------------|--------------------------------|--|------------------------------|
| Government activities: General | <u>\$ 5,124</u> | <u>\$ 6,106</u> | <u>\$ 11,230</u> |

Payables

Payables at September 30, 2019, were as follows:

| | | Other Accrued Payables | Total Payables |
|------------------------|---------|------------------------------|-------------------|
| Government activities: | Vendors | | |
| General | \$ - | \$ 2,530 | \$ 2,530 |

NOTE 8. RETIREMENT PLAN

The Town has adopted a tax sheltered retirement plan. This plan is a qualified defined contribution plan under Section 401(A) of the Internal Revenue Code. The Town makes contributions for eligible employees at 5.75% of earnings. Eligibility extends to all full-time employees. Current contributions for the year ended September 30, 2019, were \$3,937.

Since this is a defined contribution plan, there is no unfunded liability, normal cost, past or prior service cost, nor any current effects on pension costs under ERISA. None of the benefits exceed the total value of the pension fund since this is a defined contribution type plan. The plan is administered by the Town through a contractual agreement with a servicing company.

NOTE 9. CONTINGENT LIABILITIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the Federal 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 government expects such amounts, if any to be immaterial.

NOTE 10. RISK MANAGEMENT

The Town is exposed to various risks of loss related to theft of, damage to and destruction of assets; and injury or death on the job of all employees. These risks are primarily covered by commercial insurance purchased from independent third parties. Settled claims from these risks have not exceeded commercial or workers' compensation insurance coverage for the past three years. There has been no reduction in insurance coverage from the previous year.

NOTE 11. SUBSEQUENT EVENTS

In March 2020, the World Health Organization made the assessment that the outbreak of a novel coronavirus (COVID-19) was characterized as a pandemic. As a result, uncertainties have arisen that may have a significant negative impact on the operating activities and results of the Town. The occurrence and extent of such an impact will depend on future developments, including (i) the duration and spread of the virus, (ii) government quarantine measures, (iii) voluntary and precautionary restrictions on travel or meetings, (iv) the effects on the financial markets, and (v) the effects on the economy overall, all of which are uncertain.

NOTE 12. FUND BALANCE CLASSIFICATION

In accordance with Government Accounting Standards Board 54, Fund Balance Reporting and Governmental Fund Type Definitions, the Town classifies governmental fund balances as follows:

Restricted – includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation.

Committed – includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision-making authority and does not lapse at year-end.

Assigned – amounts that do not meet the criteria to be classified as restricted or committed, but that are intended to be used for specific purposes. Under current practices, the assignment of amounts for specific purposes is approved by the Town Council.

Unassigned – All other spendable amounts.

At September 30, 2019, fund balances are composed of the following:

| | |
|--------------------|---------------------|
| Restricted-streets | \$ 370,602 |
| Unassigned | 1,070,289 |
| | <u>\$ 1,440,891</u> |

REQUIRED SUPPLEMENTARY INFORMATION

TOWN OF MCINTOSH, FLORIDA

**GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL**

For the Fiscal Year Ended September 30, 2019

| | Budgeted Amounts Original and Final | Actual Amounts | Variance with Final Budget Positive (Negative) |
|-----------------------------------|--|-------------------|---|
| REVENUES | | | |
| Taxes | | | |
| Ad valorem taxes | \$ 40,811 | \$ 41,691 | \$ 880 |
| Sales and use taxes | | | |
| Local option gas tax | - | 39,333 | 39,333 |
| Florida gas tax | 21,000 | 66,282 | 45,282 |
| Florida motor vehicle tax | - | - | - |
| Marion county gas tax | - | - | - |
| Marion county half cent sales tax | - | - | - |
| Utility service taxes | | | |
| Electricity | 33,000 | 38,993 | 5,993 |
| Water | 8,500 | 6,786 | (1,714) |
| Propane | 1,500 | 1,301 | (199) |
| Franchise taxes | | | |
| Electricity | 28,000 | 31,371 | 3,371 |
| Communications service tax | 17,000 | 20,970 | 3,970 |
| Total taxes | <u>149,811</u> | <u>246,727</u> | <u>96,916</u> |
| Licenses and permits | <u>150</u> | <u>538</u> | <u>388</u> |
| Intergovernmental | | | |
| State shared revenues | | | |
| State revenue sharing | 16,500 | 22,080 | 5,580 |
| Half-cent sales tax | 74,000 | 33,422 | (40,578) |
| Total intergovernmental | <u>90,500</u> | <u>55,502</u> | <u>(34,998)</u> |
| Charges for services | | | |
| Physical environment | | | |
| Water supply system | 71,000 | 71,710 | 710 |
| Garbage and solid waste | 43,800 | 43,861 | 61 |
| Transportation | - | - | - |
| Total charges for services | <u>114,800</u> | <u>115,571</u> | <u>771</u> |
| Miscellaneous | | | |
| Interest | 3,000 | 7,668 | 4,668 |
| Rents | 31,662 | 18,638 | (13,024) |
| Other | - | 205,276 | 205,276 |
| Total miscellaneous | <u>34,662</u> | <u>231,582</u> | <u>196,920</u> |
| Total revenues | <u>389,923</u> | <u>649,921</u> | <u>259,998</u> |
| (continued) | | | |

TOWN OF MCINTOSH, FLORIDA
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL

For the Fiscal Year Ended September 30, 2019

| | Budgeted Amounts Original and Final | Actual Amounts | Variance with Final Budget Positive (Negative) |
|--|--|-------------------|---|
| EXPENDITURES | | | |
| General government | | | |
| Other general government | | | |
| Personnel services | | | |
| Salaries | \$ 13,284 | \$ 13,213 | \$ 71 |
| FICA | 1,016 | 5,700 | (4,684) |
| Retirement | - | 856 | (856) |
| Insurance | 6,000 | 8,000 | (2,000) |
| Total personnel services | <u>20,300</u> | <u>27,769</u> | <u>(7,469)</u> |
| Operating expenses | | | |
| Professional services | 14,000 | 13,610 | 391 |
| Election expense | 2,800 | 49 | 2,751 |
| Communications | - | 1,811 | (1,811) |
| Utilities | 8,400 | 3,885 | 4,515 |
| Insurance | 4,100 | 12,583 | (8,483) |
| Repairs and maintenance | 11,200 | 13,491 | (2,291) |
| Legal advertising | 960 | - | 960 |
| Municipal codification | 500 | - | 500 |
| Pest control | 6,000 | 1,473 | 4,527 |
| Vehicle expense | 2,000 | 932 | 1,068 |
| Professional development | 2,000 | 1,159 | 841 |
| Other current charges and obligations | 960 | 2,488 | (1,528) |
| Taxes | 13,500 | 1,370 | 12,130 |
| Office supplies | 5,000 | 6,990 | (1,990) |
| Reserves | 70,403 | - | 70,403 |
| Total operating expenses | <u>141,823</u> | <u>59,839</u> | <u>81,984</u> |
| Total general government | <u>162,123</u> | <u>87,608</u> | <u>74,515</u> |
| Public safety | | | |
| Fire control | | | |
| Operating expenses | | | |
| Fire rescue services | - | 14,233 | (14,233) |
| Total operating expenses | <u>-</u> | <u>14,233</u> | <u>(14,233)</u> |
| Total public safety | <u>-</u> | <u>14,233</u> | <u>(14,233)</u> |

(continued)

TOWN OF MCINTOSH, FLORIDA

**GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Fiscal Year Ended September 30, 2019**

| | Budgeted Amounts Original and Final | Actual Amounts | Variance with Final Budget Positive (Negative) |
|------------------------------|--|-------------------|---|
| Physical environment | | | |
| Water system | | | |
| Personnel services | | | |
| Salaries | 23,500 | 29,425 | (5,925) |
| FICA | 1,800 | - | 1,800 |
| Retirement | - | 1,720 | (1,720) |
| Insurance | 7,000 | - | 7,000 |
| Total personnel services | <u>32,300</u> | <u>31,145</u> | <u>1,155</u> |
| Operating expenses | | | |
| Utilities | 9,000 | 10,171 | (1,171) |
| Insurance | 6,000 | 1,143 | 4,857 |
| Repairs and maintenance | 27,000 | 42,967 | (15,967) |
| Supplies | - | 75 | (75) |
| Miscellaneous | - | 351 | (351) |
| Total operating expenses | <u>42,000</u> | <u>54,708</u> | <u>(12,708)</u> |
| Capital outlay | <u>-</u> | <u>4,850</u> | <u>(4,850)</u> |
| Garbage/solid waste services | | | |
| Operating expenses | | | |
| Contractual services | <u>44,000</u> | <u>48,453</u> | <u>(4,453)</u> |
| Total physical environment | <u>118,300</u> | <u>139,155</u> | <u>(20,855)</u> |
| Transportation | | | |
| Roads and streets | | | |
| Personnel services | | | |
| Salaries | 34,000 | 31,242 | 2,758 |
| FICA | 2,500 | - | 2,500 |
| Retirement | - | 1,361 | (1,361) |
| Insurance | 9,000 | - | 9,000 |
| Total personnel services | <u>45,500</u> | <u>32,603</u> | <u>12,897</u> |

(continued)

TOWN OF MCINTOSH, FLORIDA

**GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
For the Fiscal Year Ended September 30, 2019**

| | Budgeted Amounts Original and Final | Actual Amounts | Variance with Final Budget Positive (Negative) |
|---|--|----------------------------|---|
| Operating expenses | | | |
| Professional fees | - | - | - |
| Utilities | 16,000 | 13,566 | 2,434 |
| Insurance | 6,000 | 2,298 | 3,702 |
| Repairs and maintenance | 30,000 | 5,794 | 24,206 |
| Supplies | 10,000 | 11,675 | (1,675) |
| Miscellaneous | - | 4,257 | (4,257) |
| Total operating expenses | <u>62,000</u> | <u>37,590</u> | <u>24,410</u> |
| Total transportation | <u>107,500</u> | <u>70,193</u> | <u>37,307</u> |
| Culture/recreation | | | |
| Parks and recreation | | | |
| Operating expenses | | | |
| Other current obligations and expenses | <u>-</u> | <u>2,370</u> | <u>(2,370)</u> |
| Total operating expenses | <u>-</u> | <u>2,370</u> | <u>(2,370)</u> |
| Capital outlay | <u>-</u> | <u>19,475</u> | <u>(19,475)</u> |
| Total culture/recreation | <u>-</u> | <u>21,845</u> | <u>(21,845)</u> |
| Total expenditures | <u>387,923</u> | <u>333,033</u> | <u>54,890</u> |
| Net change in fund balance | - | 316,887 | 316,887 |
| Fund balance at beginning of year | <u>955,392</u> | <u>1,124,004</u> | <u>-</u> |
| Fund balance at end of year | <u><u>\$ 955,392</u></u> | <u><u>\$ 1,440,891</u></u> | <u><u>\$ 316,887</u></u> |

See notes to financial statements.

TOWN OF MCINTOSH, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
SEPTEMBER 30, 2019

I. Stewardship, Compliance, and Accountability

- A. Budgetary Information.** The Town, in establishing its budgetary data reflected in the financial statements follows the procedures set out in Chapters 166 and 200, *Florida Statutes*. The Town prepares a tentative budget, which is used by the Town at a public workshop to prepare the budgets for the coming year. Public hearings are conducted to obtain taxpayer comments. Subsequently, these budgets are legally adopted through the passage of a resolution at an advertised public session. Such actions are recorded in the town's minutes.

The budget is adopted on the modified accrual basis of accounting, which is consistent with accounting principles generally accepted in the United States of America (GAAP). Estimated beginning fund balances are considered in the budgetary process, but are not included in the financial statements as budgeted revenues.

The annual budget serves as the legal authorization for expenditures. All budget amendments, which change the legally adopted total appropriation for a fund, are approved by the Town Council.

If during the fiscal year, additional revenue becomes available for appropriations in excess of those estimated in the budget, the Town Council, by resolution, may make supplemental appropriations for the year up to the amount of such excess.

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to September 1, the Town Clerk submits to the Town Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted in August and September to obtain taxpayer comments.
3. Prior to October 1, the budget is legally enacted through passage of an ordinance.
4. The legal level of budgetary control is the department level; however, the Town Council may, by formal motion, transfer appropriations between departments and may use surplus revenues not appropriated in the budget for any municipal purpose.
5. Budgets are prepared in accordance with accounting principles generally accepted in the United States of America for governmental fund types.

COMPLIANCE SECTION

TOWN OF MCINTOSH, FLORIDA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Fiscal Year Ended September 30, 2019

| <u>GRANTOR/PROGRAM TITLE</u> | <u>CFDA Number</u> | <u>Contract Award Number</u> | <u>Award Amount</u> | <u>Received in Prior Years</u> | <u>Revenue Recognized</u> | <u>Expenditures</u> | <u>Deferred Revenue 9/30/2019</u> |
|-------------------------------------|------------------------|--------------------------------------|-------------------------|--|-------------------------------|---------------------|---|
| Federal awards | | | | | | | |
| Non major programs | | | | | | | |
| Federal Emergency Management Agency | | | | | | | |
| Disaster Grants - Public Assistance | 97.036 | 2017-19 | 19,361 | \$ - | \$19,361 | \$19,361 | \$ - |
| Total federal financial assistance | | | <u>\$19,361</u> | <u>\$ -</u> | <u>\$19,361</u> | <u>\$19,361</u> | <u>\$ -</u> |

See notes to Schedule of Expenditures of Federal Awards.

TOWN OF MCINTOSH, FLORIDA

Notes to Schedule of Expenditures of Federal Awards

For the Fiscal Year Ended September 30, 2019

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies and presentation of the Schedule of Expenditures of Federal Awards of the Town of McIntosh, Florida (the "Town") have been designed to conform to generally accepted accounting principles as applicable to governmental units.

A. Reporting Entity

This reporting entity consists of the Town of McIntosh, Florida. The Town includes a Schedule of Expenditures of Federal Awards in the compliance Section for the purpose of additional analysis.

B. Basis of Accounting

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

The accrual basis of accounting is followed in the Schedule of Expenditures of Federal awards. Under the modified accrual basis, revenues are recognized when they become 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 after the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

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

To the Town Council
Town of McIntosh, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Town of McIntosh, Florida, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise The Town of McIntosh, Florida's basic financial statements, and have issued our report thereon dated March 25, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered The Town of McIntosh, 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 McIntosh, Florida's internal control. Accordingly, we do not express an opinion on the effectiveness of The Town of McIntosh, 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 was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Finding 2019-1
Financial Statement Preparation**

A system of internal control over financial reporting includes controls over financial statement preparation, including footnote disclosures. While your auditor can assist with the preparation of your financial statements and related footnotes, the financial statements are the responsibility of management. A deficiency in internal control exists when the government does not have the expertise necessary to prevent, detect, and correct misstatements. A deficiency in internal control exists in instances where the Town of McIntosh, Florida is not capable of drafting the financial statements and all required footnote disclosures in accordance with generally accepted accounting principles. Possessing suitable skill, knowledge, or experience to oversee services an auditor

provides in assisting with financial statement presentation requires a lower level of technical knowledge than the competence required to prepare the financial statements and disclosures.

MANAGEMENT'S RESPONSE

We agree with this finding. We are a very small government and have used our available resources to employ a competent bookkeeper who maintains excellent accounting records and provides accurate monthly financial reports prepared generally on the cash basis. We likewise have confidence in our audit firm to utilize these records and prepare annual financial statements in the required formats and with all associated note disclosures. Both staff and the Board of Commissioners review the annual financial reports and have the opportunity to ask the auditor any questions regarding the report prior to its formal presentation. The report is formally presented by the auditor at a scheduled meeting of the Board of Commissioners.

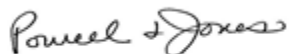
At this time, we do not believe it would be a justifiable expense to employ another accountant on either a part-time or full-time basis to prepare the annual financial statements. We thus accept this required disclosure finding and will continue to monitor this situation in the future.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether The Town of McIntosh, 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*.

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.



POWELL & JONES

Certified Public Accountants

March 25, 2020

**MANAGEMENT LETTER REQUIRED BY CHAPTER 10.550,
*RULES OF THE AUDITOR GENERAL***

Honorable Mayor
and Council Members
Town of McIntosh, Florida

We have audited the basic financial statements of the Town of McIntosh, Florida, as of and for the year ended September 30, 2019, and have issued our report thereon dated March 25, 2020.

We have issued our Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Governmental Auditing Standards dated March 25, 2020. Disclosures in that report should be considered in conjunction with this management letter.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and *Government Auditing Standards* issued by the Comptroller General of the United States. Additionally, our audit was conducted in accordance with the provisions of Chapter 10.550, *Rules of the Auditor General*, which govern the conduct of local governmental entity audits performed in the State of Florida and require that the following be addressed in this letter.

PRIOR YEAR FINDINGS

There were no reportable findings in the prior year.

CURRENT YEAR FINDINGS

There were no reportable findings in the current year.

FINANCIAL COMPLIANCE MATTERS

Annual Local Government Financial Report – The Financial Report filed with the Department of Financial Services pursuant to Section 218.32(1)(a), *Florida Statutes*, is in agreement with the accompanying financial statements of the Town of McIntosh, Florida, for the fiscal year ended September 30, 2019.

Financial Emergency Status – We determined that the Town of McIntosh, Florida had not met any of the conditions described in Section 218.503(1), *Florida Statutes*, that might result in a financial emergency.

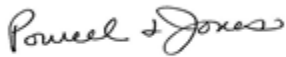
Financial Condition Assessment – As required by the *Rules of the Auditor General*, (Sections 10.554(1)(l)6.c and 10.556(7)), we applied financial condition assessment procedures. It is management's responsibility to monitor the entity's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information they provided.

We noted no deteriorating financial conditions as defined by Rule 10.554(2)(f).

Our audit did not disclose any further items that would be required to be reported under the *Rules of the Auditor General*, Chapter 10.550.

CONCLUSION

We very much enjoyed the challenges and experiences associated with our audit of the Town. We appreciate the courtesy and helpful assistance afforded us by Town employees and officials in completing our audit and also the generally high quality of the Town's financial records and internal controls.

A handwritten signature in cursive script, reading "Powell & Jones", enclosed within a rectangular box.

POWELL & JONES
Certified Public Accountants
March 25, 2020

INDEPENDENT ACCOUNTANT'S REPORT

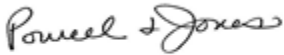
Honorable Mayor
and Council Members
Town of McIntosh, Florida

We have examined the Town of McIntosh, Florida's compliance with Section 218.415, *Florida Statutes*, regarding the investment of public funds during the year ended September 30, 2019. 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 and, accordingly, included examining, on a test basis, evidence about the Town's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Town's compliance with specified requirements.

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

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



POWELL & JONES
Certified Public Accountants
March 25, 2020

Communication with Those Charged with Governance

Honorable Mayor
and Council Members
Town of McIntosh, Florida

We have audited the financial statements of the Town of McIntosh, Florida for the year ended September 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of McIntosh, Florida are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2019. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There are no sensitive estimates affecting the Town of McIntosh, Florida's financial statements.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There are no sensitive disclosures affecting the financial statements.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were no such misstatements identified during our audit.

Disagreements with Management

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

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 25, 2020.

Management Consultations with Other Independent Accountants

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

Other Audit Findings or Issues

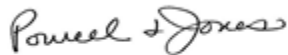
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses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

Other Information in Documents Containing Audited Financial Statements

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Town Council and management of the Town of McIntosh, Florida, and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Powell & Jones", is enclosed within a rectangular box.

POWELL & JONES
Certified Public Accountants
March 25, 2020



*Office of
Mayor and Council*

*P. O. Box 165
McIntosh, Florida 32664*

Town of McIntosh
Marion County
(352) 591-1047

April 7, 2019

Sherrill Norman, CPA
Auditor General's Office
Local Government Audits/342
Claude Pepper Building, Room 401
111 West Madison Street
Tallahassee, FL 32399-1450

Dear Mr. Norman,

The Town of McIntosh acknowledges receipt of our 2019 audit report and notes with pleasure a clean audit for the 12th consecutive year.

The Town of McIntosh continues to work to build its financial strength by monitoring its revenue and expense sources diligently while our management controls provide for the efficient use of resources in accordance with applicable laws, ordinances and other guidelines. Despite employing a limited staff, McIntosh continues to stress effective internal operating procedures.

Sincerely,


Beth Nelson
Town Manager