

Comprehensive Annual Financial Report For The Fiscal Year Ended September 30, 2018

**COMPREHENSIVE
ANNUAL FINANCIAL
REPORT**

**BLUEPRINT
INTERGOVERNMENTAL AGENCY**

**For The Fiscal Year Ended
September 30, 2018**



PREPARED BY:

**Financial Services Department
Financial Reporting Division
City of Tallahassee, Florida**

AND:

**Tres Long, CPA, CIA, CGFM,
Senior Accountant, Blueprint Intergovernmental Agency**

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**BLUEPRINT INTERGOVERNMENTAL AGENCY
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FISCAL YEAR ENDED SEPTEMBER 30, 2018**

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INTRODUCTORY SECTION

LETTER OF TRANSMITTAL

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LIST OF DIRECTORS AND MANAGERS

LIST OF FINANCIAL REPORTING DIVISION STAFF

BLUEPRINT

INTERGOVERNMENTAL AGENCY

August 15, 2019

To the Chairman and Members of the Board of the Blueprint Intergovernmental Agency

The Comprehensive Annual Financial Report of the Blueprint Intergovernmental Agency (the Agency) for the fiscal year ended September 30, 2018, is hereby submitted pursuant to Section 11.45, Florida Statutes and Chapter 10.550 Rules of the Auditor General of the State of Florida. This report represents the official report of the Agency's financial operations and condition to the citizens, the Agency's Board, the Agency's management, rating agencies, and other interested persons.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, but not absolute, assurance that the financial statements are free of any material misstatements.

The certified public accounting firms of Thomas Howell Ferguson, P.A. and Law, Redd, Crona, and Munroe, P.A. have issued an unmodified opinion on the Agency's financial statements for the year ended September 30, 2018. The independent auditors' report is located at the front of the financial section of this report.

Management's Discussion and Analysis (MD &A) immediately follows the independent auditors' report and provides a narrative introduction, overview, and analysis of the basic financial statements. This letter of transmittal is designed to complement the MD &A and should be read in conjunction with it.

PROFILE OF THE AGENCY

On October 27, 2000, pursuant to Section 163.01 (7), Florida Statutes, Leon County, Florida, and the City of Tallahassee, Florida, created the Blueprint Intergovernmental Agency to govern the project management structure for the project planning and the construction of the Blueprint 2000 projects. These projects were to be funded from a 15-year discretionary one cent sales tax extension approved by a voting majority of Leon County voters on November 7, 2000. The Board of County Commissioners and the City Commission constitute the Board of Directors (the Board) for the Agency. On December 9, 2015, the Board elected to change the name of the Agency to Blueprint Intergovernmental Agency. The County Administrator and the City Manager approve staffing for the Agency. Various committees provide professional advice and serve in advisory capacities.

Tallahassee, the capital city of Florida, was incorporated in 1825, twenty years before Florida was admitted to the Union. The City is governed by a Mayor and four Commissioners elected at-large. The City Commission appoints the City Manager, the City Treasurer-Clerk, the City Auditor, and the City Attorney. Collectively the appointed officials are responsible for all administrative aspects of the government, with most falling under the purview of the City Manager.

The Leon County Board of Commissioners consists of seven members, five of whom are elected within districts, with the remaining two elected at-large. Each Commissioner is elected to a four-year term with the position of Chairperson selected annually on a rotating basis. A County Administrator administers all county offices not governed by elected County officials.

In 1989 the voters of Leon County approved an additional one-cent sales tax, increasing the sales tax total to seven and one-half cents. The additional penny tax, levied through the year 2004, was used for capital projects in the areas of transportation and law enforcement.

On November 7, 2000, voters approved a 15-year extension of the penny sales tax, with 80% of the proceeds to be used for a variety of transportation, stormwater, and environmental projects identified in Blueprint 2000, a study produced by a citizens group representing business and environmental interests, to help guide the community's future growth. The funds collected under this extension are the funds the Agency uses for projects.

On November 4, 2014, a majority of Leon County voters approved another extension of the penny sales tax through December 31, 2039. The tax collected will be used for projects designed to improve roads, reduce traffic congestion, protect lakes and water quality, reduce flooding, expand and operate parks and recreational areas, invest in economic development and other uses authorized under Florida law; and to seek matching funds for these purposes.

The Agency is required to adopt a final budget prior to the close of the fiscal year. This annual budget serves as the foundation for the Agency's financial planning and control. The annual budget process involves input and collaboration between the Blueprint Executive Director, members of the Intergovernmental Agency, and input and review from the various committees.

FACTORS AFFECTING FINANCIAL CONDITION

The economy of Leon County is strongly influenced by governmental and educational activities. The presence of the State Capital and two major universities help to shape Leon County's population as relatively young, well educated, and affluent.

Leon County is a racially diverse community. Minorities account for 37.9% of the population, with African-Americans comprising 31.6%.

Leon County residents have historically attained a very high level of education. Forty six percent of area residents aged 25 or older have completed at least four years of college.

The 2013- 2017 American Community Survey 5-year estimates report median family income in Leon County is \$49,941, which is comparable to the national median.

The level of governmental employment has a stabilizing effect on the economy and helps to minimize unemployment. In December 2018, the unemployment rate was 2.8% in Leon County as compared to the State's unemployment rate of 3.3%. The percentage of employees employed by local, state, and federal government is approximately 31% of the work force. The unemployment rate is one of many economic indicators utilized to evaluate the condition of the economy.

Population growth trends are presented in the following table:

Year	Tallahassee	Unincorporated	Leon
1960	48,174	26,051	74,225
1970	71,897	31,150	103,047
1980	81,548	67,107	148,655
1990	124,773	67,720	192,493
2000	150,624	88,828	239,452
2010	181,736	94,111	275,487
2018	192,381	99,951	292,332
2020	196,500	100,100	296,600
2025	207,000	102,900	309,900
2030	215,700	105,200	320,900
2035	222,900	107,100	330,000
2040	228,600	108,700	337,300
2045	234,000	110,100	344,100

As previously indicated, the Agency is primarily funded via a penny sales tax collection which is predicated on retail sales; the following chart indicates the trend in retail sales (in thousands) for Leon County:

Year	Amount
2006	7,154,823
2007	7,358,014
2008	7,265,784
2009	6,385,468
2010	6,357,986
2011	6,518,559
2012	6,681,858
2013	7,071,265
2014	7,686,804
2015	7,510,613
2016	7,751,449
2017	8,026,814
2018	8,290,351

CONSTRUCTION TRENDS

Residential Construction

Another factor that is a strong indicator of the local economy and influences the City and County's financial condition, is the issuance of building permits for residential construction. Single-family residential building permits in Leon County were down slightly (6%) in fiscal year 2018, following a 30% increase in fiscal year 2017. Permits for multi-family units were down 2% in fiscal year 2018 (following a 37% increase in fiscal year 2017). There were five multi-family apartment communities (50 units or more) permitted in fiscal year 2018 (Arbor Trace at Canopy, Gaines Assemblage, Lullwater at Blairstone, Quantum on West Call and The Standard) and four assisted living/senior living facilities (Canterfield Assisted Living Facility, Harborchase at Capital City, PruittHealth Skilled Nursing Facility, Villas at Killearn Lakes).

Commercial Development

In fiscal year 2018, approximately \$137 million of new commercial construction was permitted in Leon County, a 72% increase compared with nearly \$80 million permitted in fiscal year 2017. Larger commercial permits in fiscal year 2018 include two hotel developments: a \$12.4 million, seven-story, 142 room Hotel Indigo and a \$2.9 million, four-story, 62 room Holiday Inn Express. In addition, a five-story, a \$12 million, 74,000 sf office building for the Florida Department of Financial Services and a \$4 million, 10,267 sf office building for Envision Credit Union were permitted in fiscal year 2018.

LONG-TERM FINANCIAL PLANNING

The Agency has prepared a Master Plan of the Blueprint 2000 and Blueprint 2020 projects that is reviewed and updated three times per year. Financing for these projects is continually evaluated in terms of pay-as-you-go financing (either sales tax collections or grants, when available) or long-term financing. With the current state of the economy and in preparation for the Blueprint 2020 infrastructure programs, the Agency has scrutinized the Master Plan and adjusted long range project budgets accordingly.

ACKNOWLEDGEMENTS

The preparation of this report on a timely basis could not be accomplished without the efficient and dedicated services of the staff of the City of Tallahassee's Financial Reporting Division, who compiled this report. We would also like to thank the members of the City and County Commissions for their interest and support in planning and conducting the financial operations of the Agency in a responsible and progressive manner.

Respectfully submitted,



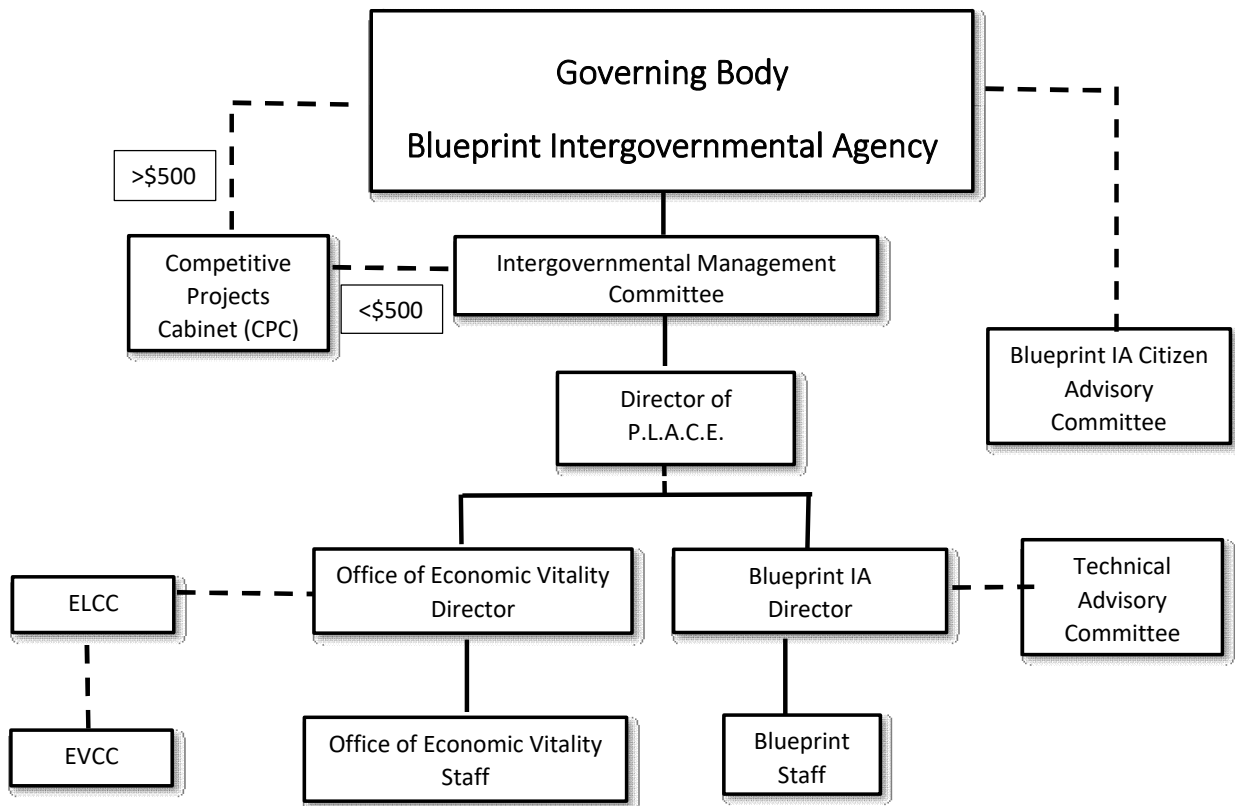
Ben Pingree
Director of P.L.A.C.E.
Blueprint Intergovernmental Agency

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BLUEPRINT INTERGOVERNMENTAL AGENCY

ORGANIZATION CHART



**BLUEPRINT
INTERGOVERNMENTAL AGENCY**

BOARD OF DIRECTORS

Bryan Desloge, Chairman

Elaine Bryant, Vice-Chairman

Mayor John Dailey
Commissioner Kristin Dozier
Commissioner Jimbo Jackson
Commissioner Mary Ann Lindley
Commissioner Nick Maddox

Commissioner Jeremy Matlow
Commissioner Rick Minor
Commissioner Bill Proctor
Commissioner Curtis Richardson
Commissioner Dianne Williams-Cox

INTERGOVERNMENTAL MANAGEMENT COMMITTEE

Vincent S. Long, Leon County Administrator
Reese Goad, City Manager, City of Tallahassee

**DIRECTOR OF PLANNING, LAND MANAGEMENT
AND COMMUNITY ENHANCEMENT**

Benjamin Pingree

The Comprehensive Annual Financial Report for the Blueprint Intergovernmental Agency was produced by the combined efforts of Blueprint Accounting Staff and the Financial Reporting Division of the Financial Services Department. The following staff had primary responsibility for preparing and assuring the accuracy of this report:

**Assistant City Manager
Raoul A. Lavin**

**Director, Financial Services Department
Patrick Twyman**

**Manager, Financial Reporting
Rita Stevens, CPA**

**Senior Accountant, Blueprint Intergovernmental Agency
Tres Long, CPA, CIA, CGFM**

**Mazie Crumbie
Vernessa McMillon
George Robbins, CPA
Keith Srinivasan**

**Latrenda Johnson
Julie Paniucki
Angela Roberts
Emerson Thompson**

**Kereen Jones
Lajja Patel
Reginald Rodney
Rosie Tu**

**Financial and Systems Analyst, Fixed Assets
Robert Bechtol, CPA**

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FINANCIAL SECTION

INDEPENDENT AUDITORS' REPORT

MANAGEMENT'S DISCUSSION AND ANALYSIS

BASIC FINANCIAL STATEMENTS

REQUIRED SUPPLEMENTARY INFORMATION

INDEPENDENT AUDITORS' REPORT

Honorable Members of the Board
Blueprint Intergovernmental Agency

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Blueprint Intergovernmental Agency (the Agency) as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Blueprint Intergovernmental Agency, as of September 30, 2018, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison schedule, and other required 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 Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Blueprint Intergovernmental Agency's basic financial statements. The introductory section and statistical section as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 15, 2019, on our consideration of the Blueprint Intergovernmental Agency'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 Blueprint Intergovernmental Agency's internal control over financial reporting and compliance.



THOMAS HOWELL FERGUSON, P.A.
Tallahassee, Florida
August 15, 2019



LAW, REDD, CRONA AND MUNROE, P.A.
Tallahassee, Florida

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of the Agency's (or "Blueprint") annual financial report is designed to provide the reader with a better understanding of the financial activity for the fiscal year that ended September 30, 2018. It should be read in conjunction with the Transmittal Letter at the front of this report and the financial statements, which follow this section. Notes mentioned below are Notes to the Financial Statements, which follow the statements.

FINANCIAL HIGHLIGHTS

- Assets at September 30, 2018 totaled \$241.7 million, representing an increase of \$8.1 million from the prior year. This increase is primarily due to the increase of approximately \$9.1 million in construction in progress resulting from expenditures related to Capital Cascades Trail Segments 3 and 4, Capital Circle Southwest from US 90 to Orange Avenue, the Northeast Gateway (Welaunee Boulevard) and Capital Circle right of way acquisition.
- Liabilities at September 30, 2018 totaled \$26.6 million, representing a decrease of \$24.0 million. This decrease is primarily due to principal reductions on the debt outstanding.
- Total net position increased \$32.5 million during the fiscal year ended September 30, 2018 primarily as a result of current year operations.
- Revenues increased by \$2.1 million primarily because capital grants and contributions increased by \$0.8 million and sales tax revenues increased by \$1.4 million.
- Expenses decreased \$153.2 million from the prior year primarily due to the net effect of the previous year's increase of \$144 million in transportation expenses resulting from the transfer of capital assets to the City, Leon County and the State of Florida.

AN OVERVIEW OF THE FINANCIAL STATEMENTS

The Agency's basic financial statements are comprised of 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. The focus of the financial statements is on both Blueprint's overall financial status and the major individual funds. The following briefly describes the component parts.

GOVERNMENT-WIDE STATEMENTS

The government-wide financial statements are designed to report information about the Agency as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position combines all of Blueprint's current financial resources with capital assets and long-term obligations. Net position, the difference between Blueprint's assets, deferred outflows of resources, liabilities and deferred inflows of resources, is one way to measure its financial health.

Blueprint is considered a single-function government with all activities classified as governmental rather than business-type. Consequently, the government-wide financial statements include only governmental activities. These are services that are financed primarily from shared revenues.

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. All of Blueprint's funds are considered to be Governmental funds. Blueprint maintains three individual funds - a general fund, a special revenue fund and a debt service fund; all of which are considered major funds. The following chart describes the fund requirements.

- **Scope** - Includes Blueprint's revenues from bond sales, shared revenues, investment income, operational expenditures, and approved community projects
- **Required financial statements** - Balance Sheet; Statement of Revenues, Expenditures and Changes in Fund Balances
- **Accounting basis and measurement focus** - modified accrual accounting and current financial resources focus
- **Type of asset/liability information** - Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets are included
- **Type of inflow/outflow information** - Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter. Activity consists of pension and OPEB-related deferred inflows/outflows and deferred gain on refunding of debt.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The following table reflects the condensed Statement of Net Position compared to the prior year. As indicated in the table, Blueprint's net position increased by \$32.5 million in fiscal year 2018. Total assets and deferred outflows of resources increased by \$8.8 million primarily due to an increase in construction in progress resulting from planned capital improvement project activities. Total liabilities and deferred inflows of resources decreased by \$23.7 million primarily due to a reduction of \$17.0 million in bonds and loans payable.

**Table 1
Statement of Net Position
As of September 30
Governmental Activities
(in thousands)**

	2018	2017	\$ Change
Assets and Deferred Outflows of Resources			
Current Assets	\$ 68,224	\$ 71,015	\$ (2,791)
Noncurrent Assets	173,487	162,622	10,865
Deferred Outflow of Resources	1,340	613	727
Total Assets and Deferred Outflows of Resources	<u>\$ 243,051</u>	<u>\$ 234,250</u>	<u>\$ 8,801</u>
Liabilities and Deferred Inflows of Resources			
Current Liabilities	\$ 18,664	\$ 25,035	\$ (6,371)
Noncurrent Liabilities	7,938	25,588	(17,650)
Deferred Inflows of Resources	710	371	339
Total Liabilities and Deferred Inflows of Resources	<u>27,312</u>	<u>50,994</u>	<u>(23,682)</u>
Net Position			
Invested in Capital Assets, net of related debt	152,292	123,192	29,100
Restricted	8,315	8,315	-
Unrestricted	55,132	51,749	3,383
Total Net Position	<u>215,739</u>	<u>183,256</u>	<u>32,483</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>\$ 243,051</u>	<u>\$ 234,250</u>	<u>\$ 8,801</u>

CHANGES IN NET POSITION

Blueprint's total revenues were \$38.0 million in fiscal year 2018, comprised primarily of shared revenues of \$35.6 million, grants and contributions of \$1.7 million, investment earnings of \$0.7 million and miscellaneous revenues of \$34,000 representing an increase of \$2.1 million compared to 2017. The increase was due primarily to an increase of \$1.4 million in the amount of sales taxes collected over the prior year as well as a net increase of \$682,000 in grants and contributions.

The following table shows revenues and expenses by sources and programs and the resulting change in net position.

Table 2
Changes in Net Position
Governmental Activities
(in thousands)

	2018	2017	\$ Change
Program revenue			
Operating Grants and Contributions	\$ 727	\$ 922	\$ (195)
Capital Grants and Contributions	960	75	885
General revenues			
Shared Revenues	35,643	34,227	1,416
Net Investment Revenue	684	708	(24)
Miscellaneous	34	30	4
Total Revenues	<u>38,048</u>	<u>35,962</u>	<u>2,086</u>
Expenses			
Transportation	3,284	156,015	(152,731)
Economic Development	1,478	1,252	226
Interest on long-term debt	516	1,182	(666)
Depreciation	30	29	1
Total Expenses	<u>5,308</u>	<u>158,478</u>	<u>(153,170)</u>
Increase (Decrease) in Net Position	<u>\$ 32,740</u>	<u>\$ (122,516)</u>	<u>\$ 155,256</u>

GOVERNMENTAL ACTIVITIES

All activities are classified as governmental because expenditures are funded by shared revenues, grants, and income on invested funds. The cost of all activities in fiscal year 2018 was \$5.3 million while revenues were \$38.0 million resulting in an increase in net position of \$32.7 million.

Revenue Impacts:

- Collection of shared revenues during fiscal year 2018 were \$1.4 million greater than fiscal year 2017, reflecting a slight improvement consistent with current economic conditions.
- Operating and capital grants and contributions during fiscal year 2018 were \$0.7 million greater than fiscal year 2017. This is primarily due to the increase of grant billable construction on the Capital Circle NW/SW U.S 90 to Orange Avenue which resulted in an increase of \$0.7 million in grant revenues from the State of Florida.

Expense Impacts:

- Expenses in fiscal year 2018 include interest on bonds and loans, personnel and operating costs of administering the Blueprint program, and contractual and professional services and other expenses related to approved Blueprint projects, which do not meet the definition of a capital asset.

The following table summarizes the change in fund balance for the governmental funds:

Table 3
Financial Analysis of the Agency's Governmental Funds
(In thousands)

Fund	Fund Balances 9/30/2017	Sources	Uses	Sources Over (Under) Uses	Fund Balances 9/30/2018
General Fund	\$ 4,762	\$ 36,329	\$ 40,440	\$ (4,111)	\$ 651
Special Revenue	50,845	19,910	15,297	4,613	55,458
Debt Service	8,315	18,638	18,634	4	8,319
Total Fund Balances	<u>\$ 63,922</u>	<u>\$ 74,877</u>	<u>\$ 74,371</u>	<u>\$ 506</u>	<u>\$ 64,428</u>

As of September 30, 2018, Blueprint reported combined ending fund balances of \$64.4 million, which is \$0.5 million greater than last year. Of this amount, \$56.1 million is restricted for infrastructure and \$8.3 million is restricted for future debt service.

GENERAL FUND BUDGETARY HIGHLIGHTS

As indicated on the schedule comparing the original budget in the General Fund to the final budget, which is included in the required supplementary information to the financial statements, there was one amendment to the budget for \$3.1 million to reflect the 2017 carry forward of the unexpended balance. Relative to the differences between final budgets and actual results, shared revenues were \$3.2 million above estimate due to a conservative budget. Actual collections are reflective of an uptick in the economy.

CAPITAL ASSETS

Blueprint's capital assets, consisting primarily of construction in progress on road projects, were \$173.5 million as of September 30, 2018. This represents an increase of \$11.0 million from last year. Please see Note I.D.3 and III.B for more information about the Agency's capital assets.

Major capital acquisitions and improvements during the year included the following:

- Construction work continued on Capital Cascades Segments 3 and 4. Land and construction in progress related to this project as of the close of the fiscal year was \$46.7 million.
- Construction work continued on Capital Circle NW/SW U.S. 90 to Orange Avenue. Land and construction in progress related to this project as of the close of the fiscal year was \$124 million.

LONG-TERM DEBT

At September 30, 2018, Blueprint had \$21.4 million in general long-term debt outstanding. Of this amount, \$14.0 million represents tax-exempt bonds secured by sales tax collections, \$6.0 million represents loans from the State Infrastructure Bank maintained by the Florida Department of Transportation, \$1.3 million represents unamortized bond premiums, and \$174,000 represents compensated absences payable. During the year, Blueprint's total debt decreased by a net amount of \$18.2 million mostly due to bond and loan principal reduction and amortization of deferred gain on refunding. For more information about Blueprint's Long-Term Debt, see the Notes to the Financial Statements, Note III.D.

ECONOMIC AND OTHER FACTORS THAT MAY IMPACT BLUEPRINT'S FINANCIAL POSITION

Blueprint's funding from the local option one-cent sales tax is impacted by the local economy. The following factors and indicators will have a positive impact on Tallahassee and Leon County's economy.

- The creation of a Community Redevelopment Agency, revising regulations to encourage more redevelopment, obtaining federal and state funds to assist in redevelopment and affordable housing, and making needed transportation and stormwater improvements.
- The presence of two state universities, a community college and the state government provides a stabilizing influence on the Leon County's financial position. The unemployment rate for Leon County continues to show improvement as the economy improves. Unemployment has consistently been lower than both the state and national levels. In December 2018, the unemployment rate in Leon County was 3.1% as compared to the state's unemployment rate of 3.3%. For December 2017, Leon County's unemployment rate was 3.3% as compared with the statewide rate of 4.0%. The percentage of employees employed by local, state, and federal government in Leon County is approximately 33.9% of the work force.
- As with any capital county, the health of the state government will continue to have a substantial impact on the economic or financial health of the Leon County. With the state government seeing some stability in revenues, it appears that the County will not endure additional hardships as a result of state budget cuts.
- Alongside the state workforce, Leon County's institutions of higher learning continue to be major economic drivers in the community. Ongoing partnerships between Blueprint Intergovernmental Agency and these institutions represents significant economic and development opportunities for the Community. Most recently, increased partnership between the universities and the Agency have helped attract companies to relocate to Tallahassee, especially those companies that are interested in the research being performed by Florida State University's National High Magnetic Field Laboratory. Furthermore, while the cost of college education has come under increased scrutiny in the past couple of years, tuition at the state universities remains affordable when compared to public universities in other states.
- The City is actively involved in recruiting new businesses and employers to the area by providing a number of incentives and funding for eligible businesses as well as planning tools designed to promote economic development. This strategy has been successful in attracting new businesses as well as helping existing businesses remain in the City. This is highlighted by the increasing number of new developments that have occurred throughout the City. The Ballard Building, a six story, 62,000 square foot mixed use structure in downtown that opened at the end of 2017, includes an upscale steak restaurant on the ground floor. Other projects expected to be completed over the next couple of years include the construction of a 340,000 square foot surgical center at Tallahassee Memorial Hospital; Washington Square, a 15-story, 576,000 square foot mixed-use development in the heart of downtown which will include the City's first four star hotel, expected to open in August, 2020; the Cascades Project, a mixed-use development adjacent to Cascades Park downtown, expected to be completed by Thanksgiving 2020 with a second phase featuring townhomes and apartments to be completed in the Spring of 2021; the Canopy Project, a mixed-use development of 500 acres, part of the Welaunee property in the City's northeast section, which feature hundreds of new single-family homes; and various commercial and residential developments around the universities. New subdivisions continue their construction of single family homes in the City's northeast, northwest and east sectors as well as continuing on the south side in several subdivisions. Construction of new apartment complexes are planned or underway in Midtown, downtown and on the west, southeast and south sides, with new condominium units planned in the western and eastern parts of the community.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

On November 4, 2014, a majority of voters in Leon County voted to extend the local option sales tax another 20 years until 2039. In response to the passage of the extension, the Agency also opened the Office of Economic Vitality whose purpose is to invest in and cultivate the evolving economic development landscape. The goal is to align the resources of supporting organizations, partners, community stakeholder and planning bodies to better optimize what the area affords and to provide opportunity for all. This investment in the community is expected to increase sales tax collections.

FISCAL YEAR 2019 BUDGET

Blueprint Intergovernmental Agency's General Fund Budget for fiscal year 2019 totals \$44.1 million, consisting of \$3.3 million for administration, a \$18.6 million transfer to the Debt Service Fund, and a \$22.2 million transfer to the Construction Fund for projects. Funding for the budget is primarily based upon \$34.8 million of shared revenues.

FINANCIAL CONTACT

This financial report is designed to provide residents, taxpayers, customers, and creditors with a general overview of Blueprint Intergovernmental Agency's finances and to demonstrate the Agency's accountability for the money it receives. If you have questions about the report or need additional financial information, contact the Agency's Accounting Staff at 315 South Calhoun Street Suite 450, Tallahassee, FL 32301-1837 or via the web at TresLong@BlueprintIA.org.

BASIC FINANCIAL STATEMENTS

These basic financial statements provide a summary overview of the financial position as well as the operating results of the Blueprint Intergovernmental Agency. They also serve as an introduction to the more detailed statements and schedules that follow in subsequent sections:

GOVERNMENT-WIDE FINANCIAL STATEMENTS

FUND FINANCIAL STATEMENTS

NOTES TO FINANCIAL STATEMENTS

BLUEPRINT INTERGOVERNMENTAL AGENCY
STATEMENT OF NET POSITION
September 30, 2018
(in thousands)

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES

ASSETS

Customers and Other	\$ 2
Due From Other Governments	6,424
Prepaid Expenses	15
Cash and Cash Equivalents - Restricted	61,068
Securities Lending Collateral - Restricted	17
Accrued Interest - Restricted	83
Due From Other Governments - Restricted	615
Capital Assets:	
Land and Construction in Progress	173,151
Other, Net of Accumulated Depreciation	336
Total Assets	<u>241,711</u>

DEFERRED OUTFLOWS OF RESOURCES

Deferred Outflows - OPEB	18
Pension Related Deferred Outflows	1,322
Total Deferred Outflows of Resources	<u>1,340</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 243,051</u>

LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION

LIABILITIES

Accounts and Retainage Payable	\$ 185
Compensated Absences	103
Accounts and Retainage Payable - Restricted	447
Obligations Under Securities Lending - Restricted	17
Accrued Interest Payable	115
Bonds and Loans Payable	17,797
Due to Other Governments	3,192
Compensated Absences - Noncurrent	71
Net OPEB Obligation	330
Net Pension Liability	1,042
Bonds and Loans Payable - Noncurrent	3,303
Total Liabilities	<u>26,602</u>

DEFERRED INFLOWS OF RESOURCES

Deferred Gain on Refunding	95
Deferred Inflows - OPEB	18
Pension Related Deferred Inflows	597
Total Deferred Inflows of Resources	<u>710</u>

Total Liabilities and Deferred Inflows of Resources	<u>27,312</u>
---	---------------

NET POSITION

Net Investment in Capital Assets	152,292
Restricted for:	
Debt Service	8,315
Infrastructure	55,132
Total Net Position	<u>215,739</u>
Total Liabilities, Deferred Inflows of Resources and Net Position	<u>\$ 243,051</u>

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

BLUEPRINT INTERGOVERNMENTAL AGENCY
STATEMENT OF ACTIVITIES
For the fiscal year ended September 30, 2018
(in thousands)

FUNCTION/PROGRAMS	<u>Program Revenue</u>			<u>Net (Expense)</u> <u>Revenue and</u> <u>Changes in Net</u> <u>Position</u>
	<u>Expenses</u>	<u>Operating</u> <u>Grants and</u> <u>Contributions</u>	<u>Capital Grants</u> <u>and</u> <u>Contributions</u>	<u>Governmental</u> <u>Activities</u>
PRIMARY GOVERNMENT:				
Transportation	\$ 3,284	\$ -	\$ 960	\$ (2,324)
Economic Development	1,478	727	-	(751)
Unallocated Depreciation on Infrastructure	30	-	-	(30)
Interest on Long-Term Debt	516	-	-	(516)
Total Primary Government	\$ 5,308	\$ 727	\$ 960	(3,621)
General Revenues:				
				35,643
				1
				1,167
				(484)
				34
				36,361
				32,740
				183,256
				(257)
				\$ 215,739

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

**BLUEPRINT INTERGOVERNMENTAL AGENCY
BALANCE SHEET
GOVERNMENTAL FUNDS
September 30, 2018
(in thousands)**

	General	Special Revenue	Debt Service	Total Governmental Funds
ASSETS				
Customers and Others	\$ 2	\$ -	\$ -	\$ 2
Prepaid Expenses	15	-	-	15
Due From Other Governments	6,424	-	-	6,424
Due From Other Funds	-	3,044	-	3,044
Cash and Cash Equivalents - Restricted	-	52,763	8,305	61,068
Securities Lending Collateral - Restricted	-	17	-	17
Accrued Interest - Restricted	-	70	14	84
Due From Other Governments - Restricted	-	615	-	615
Total Assets	<u>\$ 6,441</u>	<u>\$ 56,509</u>	<u>\$ 8,319</u>	<u>\$ 71,269</u>
LIABILITIES AND FUND BALANCES				
LIABILITIES				
Accounts and Retainage Payable	\$ 141	\$ -	\$ -	\$ 141
Accounts and Retainage Payable - Restricted	-	447	-	447
Obligations Under Securities Lending - Restricted	-	17	-	17
Due To Other Funds	3,044	-	-	3,044
Due To Other Governments	2,605	587	-	3,192
Total Liabilities	<u>5,790</u>	<u>1,051</u>	<u>-</u>	<u>6,841</u>
FUND BALANCES				
Restricted:				
Infrastructure	651	55,458	-	56,109
Future Debt Service	-	-	8,319	8,319
Total Fund Balances	<u>651</u>	<u>55,458</u>	<u>8,319</u>	<u>64,428</u>
Total Liabilities and Fund Balances	<u>\$ 6,441</u>	<u>\$ 56,509</u>	<u>\$ 8,319</u>	<u>\$ 71,269</u>

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

**BLUEPRINT INTERGOVERNMENTAL AGENCY
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
September 30, 2018
(in thousands)**

Total Fund Balances per the Governmental Fund Financial Statements \$ 64,428

Amounts reported for governmental activities in the Statement of Net Position are different because:

Bonds payable are not due and payable in the current period and therefore are not reported in the funds.	(13,975)
Bond premiums and deferred gains on refunding are not due and payable in the current period and therefore are not reported in the funds.	(1,162)
Deferred gain on refunding is not due and payable in the current period and therefore is not reported in the funds.	(95)
Accrued interest payable on State Infrastructure Bank Loans and corresponding interest expense reduction are reported in the government-wide Statement of Net Position and Statement of Activities but are not reported in governmental funds.	(115)
State infrastructure bank loans are not due and payable in the current period and therefore are not reported in the funds.	(5,963)
Annual leave liability is not due and payable in the current period and therefore is not reported in the funds.	(174)
Net Pension Liability is not due and payable in the current period and therefore is not reported in the funds.	(1,042)
Net Other Post Employment Benefit (OPEB) Obligations are not due and payable in the current period while some amounts are amortized over time and therefore are not reported in the funds.	(330)
Retainage on long-term contracts is not due and payable in the current period and therefore is not reported in the funds.	(45)
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the funds.	173,487
Certain amounts related to the net pension liability are deferred and amortized over time and are not reported in the funds.	<u>725</u>

Total Net Position per the Government-wide Statement of Net Position \$ 215,739

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

**BLUEPRINT INTERGOVERNMENTAL AGENCY
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
September 30, 2018
(in thousands)**

	General	Special Revenue	Debt Service	Total
REVENUES				
Intergovernmental	\$ 36,369	\$ 885	\$ -	\$ 37,254
Net Investment Revenue	263	748	156	1,167
Securities Lending Income	-	2	-	2
Miscellaneous	29	81	-	110
Change in Fair Value of Investments	(332)	-	(152)	(484)
Total Revenues	<u>36,329</u>	<u>1,716</u>	<u>4</u>	<u>38,049</u>
EXPENDITURES				
Current:				
Transportation	2,121	15,296	-	17,417
Economic Development	1,491	-	-	1,491
Interest	-	1	-	1
Debt Service:				
Principal	-	-	17,037	17,037
Interest	-	-	1,597	1,597
Total Expenditures	<u>3,612</u>	<u>15,297</u>	<u>18,634</u>	<u>37,543</u>
Excess (Deficiency) of Revenues Over Expenditures				
	<u>32,717</u>	<u>(13,581)</u>	<u>(18,630)</u>	<u>506</u>
Other Financing Sources (Uses)				
Transfers In From General Fund	-	18,194	18,634	36,828
Transfers To Special Revenue Fund	(18,194)	-	-	(18,194)
Transfers To Debt Service Fund	(18,634)	-	-	(18,634)
Total Other Financing Sources (Uses)	<u>(36,828)</u>	<u>18,194</u>	<u>18,634</u>	<u>-</u>
Net Change in Fund Balances	(4,111)	4,613	4	506
Fund Balances - October 1	4,762	50,845	8,315	63,922
Fund Balances - September 30	<u>\$ 651</u>	<u>\$ 55,458</u>	<u>\$ 8,319</u>	<u>\$ 64,428</u>

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

**BLUEPRINT INTERGOVERNMENTAL AGENCY
RECONCILIATION OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
September 30, 2018
(in thousands)**

Net Changes in Fund Balances per the Governmental Fund Financial Statements \$ 506

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

Capital outlays are reported as expenditures in governmental funds. However, in the Statement of Activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. This includes the amount by which capital outlays exceeded depreciation in the current period as well as the donation of completed projects to other governments.	14,237
The change in compensated absences which is reported in the Statement of Activities does not require the use of current financial resources and therefore is not reported as an expenditure in governmental funds.	(8)
Repayment of bond and loan principal is reported as an expenditure in governmental funds. Principal payments reduce the liability in the Statement of Net Position and does not result in an expense in the Statement of Activities.	17,037
Amortization of bond premiums are not current financial resources and therefore are not reported in the funds.	1,106
Accrued interest payable on State Infrastructure Bank Loans and corresponding interest expense reduction are reported in the government-wide Statement of Net Position and Statement of Activities but are not reported in governmental funds.	(115)
Amortization of deferred gain on bond issue are not current financial resources and therefore are not reported in the funds.	90
Pension related items reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as an expenditure in governmental funds.	(68)
OPEB related items reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as an expenditure in governmental funds.	(45)
Total Change in Net Position per the Government-wide Statement of Net Position	<u>\$ 32,740</u>

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

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NOTES TO FINANCIAL STATEMENTS

NOTE I - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

NOTE II - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

NOTE III - DETAILED NOTES (ALL FUNDS)

NOTE IV - OTHER INFORMATION

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

NOTE I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This Summary of Significant Accounting Policies is presented to assist the reader in interpreting the financial statements. The policies are considered essential and should be read in conjunction with the accompanying financial statements. The accounting policies of the Blueprint Intergovernmental Agency (Agency) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. This report, the accounting systems, and classification of accounts conform to standards of the Governmental Accounting Standards Board (GASB).

A. REPORTING ENTITY

In October 2000, the Agency was created through an inter-local agreement between the City of Tallahassee (City) and Leon County, Florida (County) as authorized by Section 163.01(7) Florida Statutes. It was created to provide project management for the planning and construction of various specified projects included in the inter-local agreement. The City Commission and the Board of County Commissioners constitute the Agency's Board of Directors and jointly govern the organization. It is not a component unit of the County, the City, or any other entity. In addition, the Agency has not identified any other entities for which the Agency has operational or financial relationships that would require them to be included as component units of the Agency.

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The government-wide financial statements report information on all of the activities of the Agency. The effect of interfund activity has been removed from the government-wide statements. These statements include the Statement of Net Position and the Statement of Activities.

Separate fund financial statements are also provided for the individual governmental funds of the Agency. The Agency has no other types of funds. All funds are treated as major funds and are therefore presented in separate columns in the fund financial statements. The fund financial statements include the Balance Sheet and the Statement of Revenues, Expenditures and Changes in Fund Balance.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues are revenues that derive from the program itself or from parties outside the reporting government's taxpayers or citizenry. Program revenues reduce the net cost of the function to be financed from the governmental revenues. Program revenues in the current year consisted primarily of grant revenues from the Federal Department of Transportation. These funds were used for land purchases and the construction of projects.

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION

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

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

NOTE I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION

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 government 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.

When an expense or expenditure is incurred for purposes for which both restricted and unrestricted net position is available, it is the Agency's policy to use restricted resources first, and then unrestricted resources as they are needed.

Investment revenues associated with the current fiscal period are considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available by the Agency.

The Agency reports the following major governmental funds:

- **General Fund** - is the Agency's primary operating fund. It accounts for all financial resources of the Agency, except those required to be accounted for in another fund.
- **Special Revenue Fund** - accounts for bond proceeds, loan proceeds, and various grant revenues expended for Agency projects.
- **Debt Service Fund** - is used for the accumulation of resources for the payment of interest and principal on the bonds, State Infrastructure Bank loans and amortization of deferred gain/loss associated with refunding of debt.

D. ASSETS, DEFERRED OUTFLOWS, LIABILITIES, DEFERRED INFLOWS AND NET POSITION

1. CASH AND CASH EQUIVALENTS - RESTRICTED

The Agency considers cash on hand, demand deposits, liquid investments with an original maturity of 90 days or less, other liquid investments, and balances included within the City of Tallahassee's (City) cash and investments pool to be cash and cash equivalents. The City's cash and investments pool is an internal cash management pool used to obtain efficiencies of operation and improved financial performance, and includes certain non-pension cash, cash equivalent, and investment securities. The Agency maintains a share in the equity of the pool which is reported as cash and cash equivalents in the statement of net position since cash may be withdrawn from the pool at any time without penalty. Interest earned by the cash and investments pool is distributed to the Agency monthly based on daily balances. Liquid investments classified as cash and cash equivalents include repurchase agreements purchased under the terms of the City's depository contract, open repurchase agreements, certificates of deposit, banker's acceptances, commercial paper, U.S. Treasury direct and agency obligations, and the Florida Department of Treasury Special Purpose Investment Account (SPIA). Investments are carried at fair value, except for those investments for which net asset value or amortized cost is the most appropriate measurement.

The Agency's bank balances are insured by federal depository insurance and, for the amount in excess of such federal depository insurance, by the State of Florida's Public Depository Act (the Act). Provisions of the Act require

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

NOTE I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

D. ASSETS, DEFERRED OUTFLOWS, LIABILITIES, DEFERRED INFLOWS AND NET POSITION

1. CASH AND CASH EQUIVALENTS - RESTRICTED

that public deposits may only be made at qualified public depositories. The Act requires each qualified public depository to deposit with the State Treasurer eligible collateral equal to or in excess of the required collateral as determined by the provisions of the Act. In the event of a failure by a qualified public depository, losses, in excess of federal depository insurance and proceeds from the sale of the securities pledged by the defaulting depository, are assessed against the other qualified public depositories of the same type as the depository in default. When other qualified public depositories are assessed additional amounts, they are assessed on a pro-rata basis.

The Agency categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Investments classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets. Investments classified in Level 2 of the fair value hierarchy are based upon observable, market-based inputs for similar, but not identical, investments. Debt securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices. Investments classified in Level 3 of the fair value hierarchy are based upon extrapolated data, proprietary pricing models and indicative quotes for similar securities. The Agency has no investments that are classified as Level 3. The Agency's SPIA account's value is determined by the net asset value of the investment holding, and funds in this category are not classified according to Levels 1, 2 and 3 of the fair value hierarchy.

2. RESTRICTED ASSETS

Certain proceeds of the Agency's revenue bonds, certain resources set aside for their repayment, and certain other amounts, are classified as restricted assets on the Statement of Net Position because their use is limited by applicable bond covenants or otherwise restricted for use by the Agency.

3. CAPITAL ASSETS

Capital assets include land, equipment, and infrastructure assets. Infrastructure assets are defined as public domain assets and include items such as roads, bridges curbs and gutters, streets and sidewalks, and drainage systems that are immovable and of value only to the government. Capital assets, other than infrastructure assets, are defined as assets with a cost of \$1,000 or more and an estimated useful life greater than one year; infrastructure assets are capitalized when they have an expected cost of at least \$100,000. Capital assets are recorded at cost when purchased. Donated capital assets, which generally consist of land and easements, are recorded at the estimated fair market value at the date of donation based on appraisals or donor's cost. Equipment is depreciated using the straight-line method over an estimated useful life of 5 to 10 years. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Included within the Agency's construction in progress is the construction and/or acquisition of infrastructure assets for the City, the County, and the State of Florida. The Agency accumulates these costs while it manages the particular project. Upon completion of the project, the assets (e.g., land, right-of-way, facilities, etc) are transferred from the Agency to the appropriate government and such government is thereafter responsible for maintaining the transferred assets.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

D. ASSETS, DEFERRED OUTFLOWS, LIABILITIES, DEFERRED INFLOWS AND NET POSITION

4. COMPENSATED ABSENCES

Employees earn vacation and sick leave starting with the first day of employment. Vacation leave is earned based on creditable service hours worked as follows:

<u>Executive</u>		<u>Senior Management</u>		<u>General</u>	
<u>Creditable Service Hours</u>	<u>Leave earned per hour</u>	<u>Creditable Service Hours</u>	<u>Leave earned per hour</u>	<u>Creditable Service Hours</u>	<u>Leave earned per hour</u>
0 - 2,079	0.057693	0 - 2,079	0.057693	0 - 10,400	0.057693
2,080 - 10,400	0.080770	2,080 - 10,400	0.069231	10,401 - 20,800	0.069231
10,401 - 20,800	0.923080	10,401 - 20,800	0.080770	20,801 - 41,600	0.080770
over 20,800	0.103847	20,801 - 41,600	0.092308	over 41,600	0.092308
		over 41,600	0.103847		

A maximum of 344 hours of vacation leave time may be carried over from one calendar year to the next for executive employees and a maximum of 264 hours for senior management and general employees. An employee who terminates employment with the Agency is paid for any unused vacation leave accumulated to the time of termination.

Sick leave is earned at the rate of .023077 hours for each hour of service with no maximum limit on the number of hours which may be accumulated.

An employee who terminates from the Agency for any reason other than termination for cause will be paid one-half of the total amount of sick leave (without regard to catastrophic illness leave) accumulated by the employee on the effective date of termination. If the employee dies, the sick leave amount will be paid to the employee's beneficiary or estate. Retiring employees can elect the option of using the accumulated sick leave amount to purchase single coverage health insurance in lieu of receiving payment for such accumulated sick leave.

Accumulated current and long-term vacation and sick leave amounts are accrued when earned in the government-wide financial statements. A liability of the accumulated vacation and sick leave is reported in the governmental funds only if it is expected to be paid as a result of employee resignation or retirement as of September 30, 2018.

5. BOND PREMIUMS

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums are deferred and amortized over the life of the bonds at the rate at which principal payments are made which approximates the effective interest method.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

NOTE I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

D. ASSETS, DEFERRED OUTFLOWS, LIABILITIES, DEFERRED INFLOWS AND NET POSITION

6. NET POSITION AND FUND BALANCE

In the government-wide financial statements, net position represents net investment in capital assets, amounts restricted for debt service payments, and amounts restricted for capital projects as required by enabling legislation. For governmental fund financial statements, the Governmental Accounting Standards Board (GASB) issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions (GASB 54). This statement defines the different types of fund balances that a governmental entity must use for fund financial reporting purposes. GASB 54 requires the fund balance amounts to be properly reported within one of the fund balance categories listed below:

- **Nonspendable**, such as fund balance associated with inventories, prepaids, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed or assigned),
- **Restricted** fund balance category includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation,
- **Committed** fund balance classification included amounts that can be used only for the specific purposes determined by a formal action of the Agency Board (the Agency's highest level of decision-making authority),
- **Assigned** fund balance classification is intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed, and
- **Unassigned** fund balances is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications.

The Agency was created through an interlocal agreement authorized by Section 163.01(7) Florida Statutes and all money collected by the Agency is restricted in its use to funding the projects agreed to in the interlocal agreement, therefore all fund balances of the Agency are classified as restricted.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE II. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. BUDGETARY INFORMATION

Annual budgets are adopted on a budgetary basis for the general fund. The difference between budgetary revenues and expenditures and modified accrual basis revenues and expenditures as reported in the fund financial statements are explained in the budgetary comparison schedule notes in the Required Supplementary Information of this report. The Board of Directors must approve any revision that alters the total expenditures of the Agency's operating budget. At year-end, unencumbered appropriations are carried forward for use in future years.

Encumbrance accounting, under which requisitions, purchase orders, contracts, and other commitments for the expenditures of resources are recorded to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration. Encumbrances outstanding at year-end are reported as assigned fund balance, and do not constitute expenditures or liabilities because the commitments will be re-appropriated and honored during the subsequent year.

B. COMPLIANCE WITH FINANCE - RELATED LEGAL AND CONTRACTUAL PROVISIONS

The Agency had no material violations of finance-related legal or contractual provisions.

C. PRIOR PERIOD ADJUSTMENT

Net Position as of September 30, 2018 has been restated to reflect the following adjustment:

The Agency adopted GASB Statement No. 75 which requires the restatement of October 1, 2017 net position to add the governmental employer's applicable net OPEB liability as of the beginning of the initial period of implementation. This resulted in a decrease in net position of \$257,000.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE III. DETAILED NOTES - ALL FUNDS

A. RESTRICTED CASH, CASH EQUIVALENTS, INVESTMENTS AND SECURITIES LENDING TRANSACTIONS
1. CASH AND CASH EQUIVALENTS

The Agency has adopted the City's Non-Pension Investment Policy, therefore, the investment policies used by the Agency are the investment policies of the City. As discussed in Note I.D., the Agency participates in the City's cash and investments pool and it also has a direct investment in the Florida Department of Treasury Special Purpose Investment Account (SPIA).

The City's Non-Pension Investment Policy, which is approved by the City Commission, governs the investment of all non-pension monies of the City, including the cash and investments pool. The Non-Pension Investment Policy provides for a Core Portfolio, governing the investment of all monies held or controlled by the City not otherwise classified as Specialized or Pension Fund monies. The Non-Pension Investment Policy specifies the investments that are authorized for purchase within the Core Portfolio. The City's Core Portfolio includes investments administered internally by the City (internal) and an external portfolio administered by Galliard Asset Management (Galliard). The Agency's funds are included within the City's Core Portfolio. In addition to authorizing investment instruments, the City's investment policies also identify various portfolio parameters addressing issuer diversification, term to maturity and liquidity, and requirement of "purchase versus delivery" perfection for securities held by a third party on behalf of and in the name of the City. Under the Non-Pension Investment Policy, the City Treasurer-Clerk is designated to invest all monies belonging to the City pursuant to the policy, and is responsible for managing the day-to-day investment of all monies.

The following table presents the Agency's cash and cash equivalent balances at September 30, 2018 carried at fair value by level within the valuation hierarchy, financial assets carried at net asset value or amortized cost, and other cash and cash equivalent balances. The amounts presented in this table are intended to permit reconciliation of the fair value hierarchy to the amounts presented in the statement of net position (in thousands).

	Total	Quoted Prices in Active Markets for Identical Assets Level 1	Significant Other Observable Inputs Level 2	Significant Unobservable Inputs Level 3
Cash equivalents type by fair value level				
Debt Securities	\$ 48,114	\$ -	\$ 48,114	\$ -
Total cash equivalents at fair value	48,114	\$ -	\$ 48,114	\$ -
Cash equivalents recorded at net asset value				
SPIA	8,305			
Other cash and cash equivalent balances	4,649			
Total cash and cash equivalents	<u>\$ 61,068</u>			

At September 30, 2018, the Agency had a direct investment of \$8,478,437 in the SPIA; the SPIA had an unaudited fair value factor of .9796 and a net asset value of \$8,305,477. The SPIA has an A+f rating by Standard & Poor's. The effective duration of the SPIA as of September 30, 2018 was 2.97 years. The SPIA allows participants to invest and withdraw funds within a day of requesting. The disclosures for the Treasury Investment Pool, of which SPIA funds are invested, are made in Note 2 of the State of Florida Comprehensive Annual Financial Statement which can be found at <http://www.myfloridacfo.com/Division/AA/Reports/>.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE III. DETAILED NOTES - ALL FUNDS

A. RESTRICTED CASH, CASH EQUIVALENTS, INVESTMENTS AND SECURITIES LENDING TRANSACTIONS

Credit Risk related to the cash and investments pool: The structure of the City's non-pension portfolio is designed to minimize credit risk. To limit risk against possible credit losses, a maximum of 5% of the total portfolio may not be held at any one time in all securities of any corporate entity, inclusive of commercial paper, medium term notes, or corporate notes and bonds. No corporate entity represented more than 5% of the portfolio at September 30, 2018. The investment policy also provides that the majority of the securities held to be those of the highest available credit quality ratings. The portfolio's credit quality is measured using the Standard & Poor's rating scale.

As of September 30, 2018, the Agency had the following investments subject to credit risk in the internal and Galliard portion of the portfolio:

<u>Quality Breakdown</u>	<u>Portfolio Percentage</u>
US Treasury	11.59 %
US Agency	29.68
AAA	10.13
AA	13.82
A	18.97
BBB	8.65
Other	<u>7.16</u>
Total	<u>100.00 %</u>

Interest Rate Risk related to the cash and investments pool: In accordance with the City's Non-Pension Investment Policy, there are established maturity limitations for each authorized investment category. The maximum duration of the various investments within the internally managed portion of the non-pension portfolio ranges from 60 days to 3.5 years. The maximum duration for externally managed investments ranges from 3.0 years to 6.0 years. The option adjusted duration of the non-pension portfolio as of September 30, 2018 was 1.88 years.

As of September 30, 2018, the Agency had the following investments on a time-segmented basis (in thousands):

<u>Investment Type</u>	<u>Fair Value</u>	<u>Less Than 1</u>			
		<u>Year</u>	<u>1-5 Years</u>	<u>6-10 Years</u>	<u>10+ Years</u>
US Treasury	\$ 5,576	\$ 115	\$ 5,372	\$ 89	\$ -
US Agency	14,279	32	3,400	1,764	9,083
Asset Backed	3,745	111	2,459	208	967
Corporate Bonds	17,863	3,919	11,767	1,860	317
Municipal	5,762	1,500	3,991	107	164
Other	<u>889</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>889</u>
Subtotal	<u>48,114</u>	<u>5,677</u>	<u>26,989</u>	<u>4,028</u>	<u>11,420</u>
Total	<u>\$ 48,114</u>				

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

NOTE III. DETAILED NOTES - ALL FUNDS

2. SECURITIES LENDING TRANSACTIONS

The Agency participates in securities lending transactions through its participation in the City's cash and investment pool. In accordance with Section 51 of the City Charter, the City Treasurer-Clerk or his designee may authorize investment transactions that he considers prudent. Accordingly, the City participates in securities lending transactions via a Securities Lending Agreement with The Northern Trust Company ("Northern") that authorizes the banking institution to lend securities to approved broker-dealers and banks in order to generate additional income. Gross income from securities lending transactions and the fees paid to Northern are reported in the Agency's statements. Assets and liabilities include the value of the collateral held.

During the fiscal year ended September 30, 2018, Northern loaned, at the direction of the City's Treasurer-Clerk, securities and received cash, securities issued or guaranteed by the United States government, and irrevocable bank letters of credit as collateral. Northern does not have the ability to pledge or sell collateral securities delivered absent a borrower default. Borrowers were required to deliver cash collateral for each loan equal to at least 102% of the initial market value of the loaned securities or if the borrowed securities and the collateral were denominated in different currencies, equal to 105% of the market value of the securities.

There are no restrictions on the amount of securities that may be loaned. The Agreement requires Northern to indemnify the City for losses attributable to violations by Northern of the Standard of Care set out in the Agreement. There were no such violations during the fiscal year ended September 30, 2018. Moreover, there were no losses during the fiscal year ended September 30, 2018 resulting from a default of any borrower.

During the fiscal year ended September 30, 2018, the City and each borrower maintained the right to terminate all securities lending transactions on demand. The cash collateral for lending activity was invested in a liquid assets portfolio institutional account. Because the loans are terminable at will, their duration did not generally match the duration of the investments made with the cash collateral. The average term of the loan was approximately 21 days, while the average duration of the investment pool as of September 30, 2018 was 16 days. On September 30, 2018, there was no credit risk exposure to borrowers.

As of September 30, 2018, the Agency's collateral held and the market value of securities on loan were \$17,000 and \$16,660, respectively.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE III. DETAILED NOTES - ALL FUNDS

B. CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2018 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities				
Non-Depreciable Assets:				
Land	\$ 41,474	\$ 1,830	\$ (20)	\$ 43,284
Construction in Progress	120,782	11,105	(2,020)	129,867
Total Non-Depreciable Assets	<u>162,256</u>	<u>12,935</u>	<u>(2,040)</u>	<u>173,151</u>
Depreciable Assets:				
Equipment	46	-	-	46
Vehicles	68	-	-	68
Infrastructure	375	-	-	375
Total Depreciable Assets	<u>489</u>	<u>-</u>	<u>-</u>	<u>489</u>
Less accumulated depreciation for:				
Equipment	(39)	(5)	-	(44)
Vehicles	(21)	(5)	-	(26)
Infrastructure	(63)	(20)	-	(83)
Total Accumulated Depreciation	<u>(123)</u>	<u>(30)</u>	<u>-</u>	<u>(153)</u>
Capital Assets, net	<u>\$ 162,622</u>	<u>\$ 12,905</u>	<u>\$ (2,040)</u>	<u>\$ 173,487</u>

Depreciation expense of \$30,000 was charged to the transportation function of the Agency during the year ended September 30, 2018.

C. LEASE COMMITMENTS

On September 4, 2015, the Agency entered into a new ten year operating lease for their office facility with two additional consecutive renewal terms of five years. They also entered into a tenant's improvements lease with the same party for ten years. Total rental expense for the fiscal year ended September 30, 2018 was \$145,670. The future minimum lease obligations of these leases are as follows (in thousands):

Year ending September 30	
2019	\$ 192
2020	194
2021	197
2022	199
2023	202
2024-2026	463
Total	<u>\$ 1,447</u>

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE III. DETAILED NOTES - ALL FUNDS

D. LONG-TERM DEBT

The following is a summary of the changes in Long-Term Debt for the year ended September 30, 2018 (in thousands):

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Governmental Activities:					
2007 Sales Tax Revenue Bonds	\$ 15,715	\$ -	\$ 7,655	\$ 8,060	\$ 8,060
2011 Sales Tax Revenue Bonds	11,550	-	5,635	5,915	5,915
State Infrastructure Bank Loan #1	4,174	-	1,653	2,521	1,686
State Infrastructure Bank Loan #2	5,537	-	2,095	3,442	2,136
Total Bonds and Loans	36,976	-	17,038	19,938	17,797
Unamortized Premiums/Gains on Refunding	2,453	-	1,196	1,257	-
Total Bonds, Loans, and Related Balances	39,429	-	18,234	21,195	17,797
Compensated Absences	182	103	111	174	103
Total Long-Term Debt	<u>\$ 39,611</u>	<u>\$ 103</u>	<u>\$ 18,345</u>	<u>\$ 21,369</u>	<u>\$ 17,900</u>

Compensated absences are generally liquidated by the general fund.

The following is the schedule of debt service requirements as of September 30, 2018 (in thousands):

Fiscal Year	Principal	Interest	Total Debt Service
2019	17,797	835	18,632
2020	2,141	43	2,184
Total	<u>\$ 19,938</u>	<u>\$ 878</u>	<u>\$ 20,816</u>

SUMMARY OF INDIVIDUAL BOND ISSUES AND LOANS

SALES TAX REVENUE BONDS, SERIES 2007 - \$75,285,000 issued on September 18, 2007 with interest rates ranging from 4% to 5.25% depending upon maturity date. The final installment of \$8,060,000 on this bond is due on October 1, 2019. The bonds are limited obligations of the Agency and are paid exclusively from pledged revenues consisting of sales tax revenues (80% of the 1% local government infrastructure surtax revenues), monies on deposit in the funds and accounts established by the Bond Resolution, and investment earnings.

SALES TAX REVENUE BONDS, SERIES 2011 - \$35,945,000 issued on November 22, 2011, with an interest rate of 5%. The final installment of \$5,915,000 on this bond is due on October 1, 2019. The bonds are limited obligations of the Agency and are paid exclusively from pledged revenues consisting of sales tax revenues (80% of the 1% local government infrastructure surtax revenues), monies on deposit in the funds and accounts established by the Bond Resolution, and investment earnings but excluding monies on deposit in the Rebate Fund and the Costs of Issuance Account.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE III. DETAILED NOTES - ALL FUNDS

D. LONG-TERM DEBT

STATE INFRASTRUCTURE BANK LOAN #1 - On October 20, 2004, the Agency obtained a loan from the State Infrastructure Bank maintained by the Florida Department of Transportation (FDOT) pursuant to Section 339.55, Florida Statutes. The loan amount was for \$22,605,003. In 2005, the Agency and the FDOT entered into a Joint Project Agreement amending the original loan terms. Under the new terms, the FDOT would complete and pay for the construction work approved under this loan. As the work was completed, the Agency recognized the expenditures to the extent of the costs incurred by FDOT and recorded a loan payable to reflect the amount to be repaid to the FDOT. Work related to this loan was completed during fiscal year ended September 30, 2009. The loan accrues interest at 2%. Repayment is due in annual installments (principal and interest) of \$1,736,685 on October 15, 2018, with a final payment (principal and interest) of \$851,607 due on October 15, 2019.

STATE INFRASTRUCTURE BANK LOAN #2 - On November 8, 2005, the Agency obtained a loan from the State Infrastructure Bank maintained by the Florida Department of Transportation (FDOT) pursuant to Section 339.55, Florida Statutes. The loan amount was for a maximum of \$26,692,338. Work related to this loan was completed during the fiscal year ended September 30, 2009. The loan accrues interest at 2%. Repayments are due in annual installments (principal and interest) of \$2,205,000 on October 15, 2018, with a final payment (principal and interest) of \$1,332,370 due on October 15, 2019.

E. INTERFUND TRANSFERS

At September 30, 2018, interfund transfers were as follows (in thousands):

Transfer in from General Fund	\$ 36,828
Transfer to Special Revenue Fund for project costs	(18,194)
Transfer to Debt Service Fund for required bond payments	<u>(18,634)</u>
Net Transfers	<u>\$ -</u>

F. NET POSITION

Net position invested in capital assets (net of related debt) is intended to reflect the portion of net position which is associated with non-liquid, capital assets less outstanding capital asset related debt. Related debt includes the outstanding balance of sales tax revenue bonds and other borrowings attributable to the acquisition of capital assets.

At September 30, 2018, net position invested in capital assets (net of related debt) is as follows (in thousands):

Capital assets, net	\$ 173,487
Capital assets related debt, net	<u>(21,195)</u>
Net investment in capital assets	<u>\$ 152,292</u>

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

A. RISK MANAGEMENT

The Agency is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; automobile liability; forgery and alteration; and fraud for which the Agency carries commercial insurance. The primary coverage limits include bodily injury and property damage of \$1,000,000 per occurrence, no aggregate; Employee Benefits Liability of \$1,000,000 per occurrence, no aggregate; Public Officials Liability of \$1,000,000; \$1,000,000 aggregate; Employee Related Practices of \$1,000,000; \$1,000,000 aggregate; and Auto Liability of \$1,000,000.

Liabilities for losses would be recorded when a loss occurs and the amount can be reasonably estimated. There are no such losses as of September 30, 2018. Since the inception of the Agency, there have been no claims.

B. PENSION PLAN OBLIGATIONS

1. RETIREMENT PLANS - Employees of the Agency have the option of participating in either the City of Tallahassee or the Leon County benefits program. Employees electing to participate in the Leon County benefits program are eligible for the Florida Retirement System (FRS), which includes the Retiree Health Insurance Subsidy Program (HIS). Employees electing to participate in the City of Tallahassee program are eligible for the City's General Employees Pension Plan (City Plan). The aggregate amount of net pension liabilities, related deferred inflows and outflows of resources, and pension expense for the Agency's defined benefit pension plans are summarized below:

Plan Obligations and Expenses (in thousands):	Leon County		City of Tallahassee	Total
	FRS	HIS	City Plan	
Net Pension Liability	\$370	\$90	\$582	\$1,042
Pension Related Deferred Outflows	176	21	1,125	1,322
Pension Related Deferred Inflows	(44)	(14)	(539)	(597)
Pension Expense	63	6	241	310
Member Statistics – 2017:				
Retirees and beneficiaries, if deceased retirees currently receiving benefits	1	-	-	1
Terminated employees entitled to benefits, not yet receiving benefits	-	-	1	1
Active Employees	4	-	13	17

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

FLORIDA STATE RETIREMENT SYSTEM - The FRS is a cost-sharing, multiple-employer, defined benefit plan administered by the State of Florida, Department of Administration, Division of Retirement. The FRS provides retirement, in-line-of-duty or regular disability and survivors benefits. Chapter 121, Florida Statutes, establishes the authority for benefit provisions and contribution requirements. Changes to the law can only occur through an act of the Florida Legislature. The FRS issues financial statements and required supplementary information for the System, which may be obtained by writing to:

Department of Management Services
Division of Retirement
Bureau of Research and Member Communications
P.O.Box 9000
Tallahassee, Florida 32315-900
850-488-4706 or toll free at 877-377-1737

In addition, a copy of the System's CAFR as of June 30, 2017 is available online at http://www.dms.myflorida.com/workforce_operations/retirement/publications/annual_reports.

Currently, there are four (4) employees for the Agency participating in the FRS defined benefit plan out of a total of 643,333 active FRS participants in the defined benefit plan. Active employees are required to contribute 3% of their gross compensation to the retirement plan. The Agency is required to contribute at an actuarially determined rate. Agency participants who were members as of June 30, 2011 in the FRS are members of the Regular Class with a normal retirement benefit at age 62 or at least 30 years of service; the benefit accumulates at 1.60% times average compensation (5 highest years) times years of creditable service; vesting occurs after 6 years of creditable service. Agency participants who joined the System after June 30, 2011 are members of the Regular Class with a normal retirement benefit at age 65 or at least 33 years of service; the benefit accumulates at 1.60% times average compensation (8 highest years) times years of creditable service; vesting occurs after 8 years of creditable service. Employer contribution rates effective July 1, 2017 was 7.92%, and July 1, 2018 was 9.2%.

The Agency also participates in the Retiree Health Insurance Subsidy (HIS) Program, a cost-sharing, multi-employer defined benefit pension plan established under Section 112.363, Florida Statutes. The benefit is a monthly cash payment to assist retirees of state-administered retirement systems in paying their health insurance costs. The HIS Program is funded by required contributions from FRS participating employers as set by the State Legislature. Employer contributions are a percentage of gross compensation for all active FRS employees. Employees are not required to contribute. For the fiscal year ended September 30, 2018, the contribution rate was 1.66% of payroll pursuant to Section 112.363, Florida Statutes.

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

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

Net Pension Liability – At September 30, 2018, the Agency reported for its share of the FRS and HIS plans the amount of the net pension liability as shown below (in thousands):

	FRS	HIS	Total
June 30, 2017 – measurement date	\$ 370	\$ 90	\$460

The net pension liability for each plan was determined by the plans' actuary and reported in the plans' valuations dated July 1, 2018 for the net pension liability as of June 30, 2018.

The Agency represents 0.306% of Leon County's proportionate share of the FRS net pension liability. At September 30, 2018, the Agency's and Leon County's proportionate share of the employer portion of the FRS and HIS net pension liability are shown below:

	Agency		Leon County	
	FRS	HIS	FRS	HIS
June 30, 2018	0.0012273077%	0.0008545246%	0.4016364596%	0.2796431668%
June 30, 2017	0.0012409525%	0.0008451375%	0.4042402843%	0.2753035556%
Increase/Decrease	-0.0000136448%	0.0000093871%	-0.0026038247%	0.0043396112%

The Agency's and Leon County proportionate share of the net pension liability was based on the County's 2017-18 fiscal year contributions relative to the 2016-2017 fiscal year contributions of all participating members of FRS.

Actuarial Methods and Assumptions – Actuarial Assumptions for both defined benefit plans are reviewed by the Florida Retirement System Actuarial Assumptions Conference on an annual basis. The FRS Pension Plan has an annual valuation in accordance with 121.031(3), Florida Statutes while the Health Insurance Subsidy HIS program is valued biennially and updated for GASB reporting in the year a valuation is not performed. An experience study for the FRS Pension Plan was completed in 2014 for the period July 1, 2008 through June 30, 2013. The HIS program is funded on a pay as you go basis and thus no experience study has been completed for this program. The actuarial assumptions that determined the total pension liability for the HIS Program were based on certain results of the most recent experience study for the FRS Pension Plan.

The total pension liability for each of the defined benefit plans was determined by an actuarial valuation as of July 1, 2018, using the entry age normal actuarial cost method. Inflation increases for both plans is assumed at 2.60%. Payroll growth for both plans is assumed at 3.25%.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

The plan’s fiduciary net position was projected as available for all projected future benefit payments of current active and inactive employees. The discount rate for calculating the total pension liability is equal to the long term expected rate of return. Both the discount rate and the long term expected rate of return on investments used by System was reduced from 7.1% to 7.0% for the Defined Benefit Pension Plan. The HIS Program uses a pay-as-you-go funding structure, thus it utilized a municipal bond rate of 3.87% for its discount rate to determine the total pension liability for the program (Bond Buyer General Obligation 20-Bond Municipal Bond Index). The 3.87% was an increase from 3.58% used in 2017. Mortality assumptions for both plans were based on the Generational RP-2000 with Projection Scale BB Tables. The actuarial assumptions that determined the total pension liability as of June 30, 2018 were based on the results of an actuarial experience study for the period July 1, 2008 to June 30, 2013 and are shown below.

Valuation Date	July 1, 2018
Measurement Date	June 30, 2018
Payroll Growth	0.65%
Inflation	2.60%
Salary Increase including inflation	3.25%
Rate of Return	7.0%
HIS Municipal Rate	3.87%
Mortality	Generational RP-2000 with Projection Scale BB
Actuarial Cost Method	Entry Age Normal

Investments - To develop an analytical basis for the selection of the long-term expected rate of return assumption, in October 2017 the FRS Actuarial Assumptions conference reviewed long-term assumptions developed by capital market assumptions team from both Milliman, the System’s actuary, and Aon Hewitt Investment Consulting, investment consultant to the Florida State Board of Administration. The table below shows the assumptions for each of the asset classes in which the plan was invested at that time based on the long-term target asset allocation. The allocation policy’s description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

Asset Class	Target Allocation Percentage(1)	Annual Arithmetic Rate of Return
Cash	1%	2.9%
Fixed Income	18%	4.4%
Global Equity	54%	7.6%
Real Estate	11%	6.6%
Private Equity	10%	10.7%
Strategic Investments	6%	6.0%
Total	100%	

Assumed Inflation – Mean 2.6%

(1) As in the FRS Pension Plan’s investment policy

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

Discount Rates – The discount rate used to measure the total pension liability was 7.00%, which is a decrease from 7.10% used to determine the total pension liability in the prior year. The Pension Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculation of the total pension liability is equal to the long-term expected rate of return.

The tables below represent the sensitivity of the net pension liability to changes in the discount rate. The sensitivity analysis shows the Agency’s proportionate share of the FRS and HIS net pension liability if the discount rate is 1.00% higher or 1.00% lower than the current discount rates (in thousands):

Agency Net Pension Liability – FRS		
1% Decrease 6.10%	Current Discount Rate 7.10%	1% Increase 8.10%
\$675	\$370	\$116

Agency Net Pension Liability – HIS		
1% Decrease 2.58%	Current Discount Rate 3.58%	1% Increase 4.58%
\$103	\$90	\$80

Pension Expense and Deferred Outflows/(Inflows) of Resources – In accordance with GASB 68, paragraphs 54 and 71, changes in the net pension liability are recognized as pension expense in the current measurement period, except as shown below. For each of the following, a portion is recognized in pension expense in the current measurement period, and the balance is amortized as deferred outflows or inflows of resources using a systematic and rational method over a closed period, as defined below:

- Differences between expected and actual experience with regard to economic and demographic factors which are amortized over the average expected remaining service life of all employees that are provided with pensions through the pension plan, both active and inactive.
- Changes of assumptions or other inputs which are amortized over the average expected remaining service life of all employees that are provided with pensions through the pension plan, both active and inactive.
- Changes in proportion and differences between contributions and proportionate share of contributions which are amortized over the average expected remaining service life of all employees that are provided with pensions through the pension plan, both active and inactive.
- Differences between expected and actual earnings on pension plan investments are amortized over five years.

The average expected remaining service life of all employees provided with pensions through the pension plans at June 30, 2018 was 6.4 years for FRS and 7.2 for HIS. The components of collective pension expense reported in the pension allocation schedules for the year ended June 30, 2018 are presented for each plan.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

For the fiscal year ended September 30, 2018, the Agency recognized pension expense of \$63,000 and \$6,000 for the FRS plan and HIS plan, respectively. In addition, the Agency reported deferred outflows of resources and deferred inflows of resources related to pensions from the following (in thousands):

Description	FRS		HIS		Total
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources	
Difference between expected and actual experience	\$ 31	\$ (1)	\$ 1	\$ --	\$ 31
Change of assumptions	121	--	10	(10)	121
Net difference between projected and actual earnings on FRS Plan investments	--	(29)	--	--	(29)
Changes in proportion and differences between Agency FRS & HIS Plan contributions and proportionate share of contributions	16	(14)	5	(4)	3
Total	\$ 168	\$ (44)	\$ 16	\$ (14)	\$ 126

Deferred outflows of resources related to the FRS Plan of \$8,800 and to the HIS Plan of \$4,600 resulting from Agency contributions to the plan paid subsequent to the measurement date and prior to the employer's fiscal year, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the City Plan's pension expense will be recognized in future pension expense as follows (in thousands):

Year Ending September 30,	FRS / HIS Net Deferred Outflows
2019	\$ 50
2020	34
2021	5
2022	22
2023	13
Thereafter	2
Totals	\$ 126

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

CITY OF TALLAHASSEE GENERAL EMPLOYEES PENSION PLAN (CITY PLAN) - The City Plan is a cost sharing multiple- employer plan established by Chapter 14 of the City Code of Ordinances. Changes to the City Plan can only occur through a change in the law by the City Commission. The City Plan is administered by the City of Tallahassee Treasurer- Clerk's Office, under guidance from the City Plan's Board of Trustees, which is composed of the members of the City Commission and one City police officer or firefighter. The City Plan includes defined benefit and defined contribution provisions. Currently, there are twelve (12) employees for the Agency participating in the City Plan.

The Defined Benefit and Defined Contribution provisions are combined and reported as one plan in the City of Tallahassee's financial statements. The City does not issue a stand-alone financial report on the City Plan. The City's financial statements may be obtained by writing to Accounting Services Division, 300 South Adams Street, Tallahassee, Florida 32301. The annual financial statements and required supplemental information of the City Plan may also be obtained at www.talgov.com/dma/dma-accounting-annualrpts.aspx.

DEFINED BENEFIT PROVISION

The City Plan is established in Chapter 14 of the City Code of Ordinances, through Parts A, B, C and D in Articles II, for general employees with Parts A, B and C closed to new participants. Effective April 1, 2013, the City Commission approved changes to the City's General Employees' Pension Plan creating Part D participants. Part D provides coverage to all new employees hired after that date. All members of the City Plan are covered by one of these parts depending upon employment date. These parts provide a detailed description of the various defined benefit provisions. These provisions include the types of employees covered, benefit provisions, employee eligibility requirements for normal, early and/or vested retirements, and the related benefits of these retirements, pre-retirement death benefits, and provisions for disability retirements. There are also post retirement cost-of-living adjustments (COLA) and health care supplements.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

	City Plan	
	Part C—Employees hired prior to April 1, 2013	Part D—Employees hired after April 1, 2013
Normal Retirement Benefits:		
Age	62 (or 30 years of Credited Service, regardless of age)	65 (or 33 years of Credited Service, regardless of age)
Years of Credited Service (minimum)	5	5
Benefit calculation	2.25% x AFC x Years of Credited Service	2.25% x AFC x Years of Credited Service
Average Final Compensation (AFC)	Higher of: 1) final 3 yrs; 2) any consecutive 3 yrs – 1/1987 to 12/2005, escalated by 3%; or 3) any consecutive 3 yrs during 1/1987 to the date of retirement.	Average of the highest consecutive 5 years of Credited Service
Maximum Benefit	81% of AFC	81% of AFC
COLA	3% increase in benefits each 10/1 starting at the later of normal retirement date, or age 55 (under age and service eligibility); or age 50 (under service eligibility)	3% increase in benefits each 10/1 starting at the later of normal retirement date of age 65
Early Retirement	<p>If a member is retiring under the age and service eligibility, Normal Retirement Benefit is reduced by 4.8% per year for each year by which the Early Retirement date precedes the Normal Retirement date.</p> <p>If a member is retiring under the service eligibility, the Normal Retirement Benefit is reduced by 5% per year for each year by which the Early Retirement date precedes the Normal Retirement date.</p>	
Disability	<p>Five years of Credited Service for non-service connected disability. None for service connected disability.</p> <p>Benefit: The greater of 1) the member's accrued benefit to date of disability; and 2) the member's benefit with service projected to normal retirement date not to exceed 50% of AFC in effect on the date of disability.</p>	
Contributions Rates – actuarially determined as of October 1, 2017		
City	18.53%	
Employee	5.00%	

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

DEFINED CONTRIBUTION PROVISION

The City Plan's defined contribution provisions are described in Article V. All employees may elect to contribute a portion of their salary to the defined contribution plan, also known as the Matched Annuity Plan (MAP). Employees can contribute up to, but not exceed, the maximum amount allowed by the Internal Revenue Service. The Agency contributes 5% to each employee's MAP account. Upon reaching normal retirement age or retiring, a participant shall be paid his contributions, together with accrued earnings. If an employee uses the contributions and accrued earnings to purchase an annuity contract, the Plan will increase the amount of funds (only on the Agency's 5%, employee flex matched contribution and employees' contribution up to the 5%) used by the participant by a factor of 50 percent. Employee and the employer's 5% contribution, plus accrued earnings thereon, are 100% refundable to the employee if the employee elects to terminate his vesting rights or is not vested at the date of employment termination.

Employer contributions required to support the benefits under Article V (MAP Program) are actuarially determined. Contributions are based on rates of covered payroll of 7.14% (5% employer contribution and 2.14% actuarial contribution) for the Agency. There were no forfeitures reflected in the employer's contribution amounts.

Net Pension Liability – The total and net pension liability for the reporting period ending September 30, 2018 were determined as of September 30, 2017 based on an actuarial valuation as of September 30, 2017 as reported in the October 1, 2017 actuarial valuation.

The Agency's proportionate share of the City Plan is based on the covered pensionable payroll, since that was the basis for determining employer contributions. The Agency's portion of the net pension liability of the City Plan as of September 30, 2018 was as follows:

Total pension liability	\$11,715
Plan fiduciary net position	11,133
Net pension liability	582
Plan fiduciary net position as a % of total pension liability	95.03%
Agency's proportion of the net pension liability	1.04%

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

Actuarial Methods and Assumptions – The Agency’s total pension liability and contribution rates were determined by an actuarial valuation as of October 1, 2017, using the following significant actuarial assumptions applied to all periods included in the measurement. The actuarially determined contribution rates are calculated as of October 1, which is one year prior to the end of the fiscal year in which contributions are reported. The actuarially determined contribution is projected to the contribution year using conventional actuarial projection methods.

	City Plan
Valuation Date	October 1, 2017
Actuarial Cost Method	Entry age, normal
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition
Remaining Amortization Period	20 years
Asset Valuation Method	20% of the difference between expected actuarial value and market value is recognized annually with a 20% corridor around market value
Inflation rate	2.50%
Salary Increase	A blend of 33.33% of 3.5% and 66.67% of a range of 2.95% to 5.00%, depending on completed years of service, including inflation.
Investment rate of return	7.60%
Mortality Rate:	The mortality tables used are the same as those used in the July 1, 2016 Pension Actuarial Valuation for the Florida Retirement System (FRS) for Regular Class Members, as required under Florida Statutes, Chapter 112.63. These tables are the RP-2000 Combined Healthy Participant Mortality Table (for pre-retirement mortality) and the RP-2000 Mortality Table for Annuitants (for postretirement mortality), with mortality improvements projected to all future years after 2000 using Scale BB. For males, the base mortality rates include a 50% blue collar adjustment and a 50% white collar adjustment. For females, the base mortality rates include a 100% white collar adjustment.
Experience Study	The last experience study was prepared on June 24, 2016. Based on this, new salary, retirement, employment separation, disability and administrative assumptions are being phased-in over a three-year period.

Investments – Plan assets are managed in accordance with the City of Tallahassee Pension Investment Policy. The table below presents the adopted asset allocation as of September 30, 2018.

Asset Class	Target Allocation Percentage	Long-Term Expected Real Rate of Return
Domestic Equity	40%	5.9%
International Equity	10	6.9
Emerging Markets Equity	5	9.0
Fixed Income	20	1.3
Real Estate	15	4.4
Private Equity	5	10.1
Timber	5	5.1
Total	100 %	

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

The City Plan’s investments are managed by various investment managers under contract with the Boards who have discretionary authority of the assets managed by them and within the City Plan’s investment guidelines as established by the Board. The investments are held in trust by the City Plan’s custodian in the City Plan’s name. The City of Tallahassee Sinking Fund Commission is responsible for making investment policy changes. These assets are held exclusively for the purpose of providing benefits to members of the City Plan and their beneficiaries.

For the year ended September 30, 2018, the annual money-weighted rate of return on the City Plan’s investments, net of investment expense, was 8.6%. The money-weighted rate of return takes into account cash flows into and from the various investments of the City Plan.

The long-term expected rate of return on pension plan investments is based upon an asset allocation study that was conducted for the City Plan by its investment consultant toward the end of fiscal year 2018. The study was prepared by the City Plan’s investment consultant, and went through numerous iterations before a final asset allocation was established. The study looked at expected rates of return for twenty-one (21) different asset classes, as well as examining expected standard deviations and correlations among these various asset classes.

Discount Rates – A single discount rate of 7.60% was used to measure the total pension liability for the City Plan. This single discount rate was based on the expected rate of return on pension plan investments of 7.60%. The projection of cash flows used to determine this single discount rate assumed that employee contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between the total actuarially determined contribution rates and the employee rate. Based on these assumptions, the City Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on investments (7.60%) was applied to all periods of projected benefits payments to determine the total pension liability.

The table below represents the sensitivity of the net pension liability to changes in the discount rate. The sensitivity analysis shows the City Plan and the Agency’s proportionate share if the discount rate calculated is 1% higher or 1% lower than the current discount rate (in thousands):

	1% Decrease (6.70%)	Current Discount Rate (7.70%)	1% Increase (8.70%)
City Plan	\$ 208,561	\$ 56,270	\$ (68,825)
Agency’s Proportionate Share	2,160	582	(713)

Pension Expense and Deferred Outflows/(Inflows) of Resources – In accordance with GASB 68, paragraphs 54 and 71, changes in the net pension liability are recognized as pension expense in the current measurement period, except as shown below. For each of the following, a portion is recognized in pension expense in the current measurement period, and the balance is amortized as deferred outflows or inflows of resources using a systematic and rational method over a closed period, as defined below:

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

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

B. PENSION PLAN OBLIGATIONS

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

For the year ended September 30, 2018, the Agency recognized pension expense of \$241,000 for its proportionate share of the City Plan. At September 30, 2018, the Agency reported deferred outflows of resources and deferred inflows of resources related to the City Plan from the following sources (in thousands):

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Outflows (Inflows) of Resources Resources
Differences between expected and actual experience	\$156	\$ (33)	\$ 123
Assumption Changes	454	--	454
Change in Cost Allocation Percentage	201	--	201
Net difference between projected and actual earnings on pension plan investments	109	(506)	(397)
	\$920	\$(539)	\$381

Deferred outflows of resources related to the City Plan of \$205,000 resulting from Agency contributions to the plan paid subsequent to the measurement date and prior to the employer's fiscal year, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the City Plan's pension expense will be recognized in future pension expense as follows (in thousands):

Year Ending September 30,	City Plan Net Deferred Outflows
2019	\$ 84
2020	109
2021	67
2022	69
2023	52
Total	<u>\$ 381</u>

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

C. OTHER POST EMPLOYMENT BENEFITS (OPEB)

1. OPEB PLAN DESCRIPTION

As discussed in Note IV.B., employees of the Agency have the option of participating in either the County's or the City's benefit programs. The Agency, through the City's Retiree Medical Insurance Plan (OPEB Plan), provides health insurance and prescription drug coverage to its active and retired employees. Pursuant to Section 112.0801, Florida Statutes, the Agency is required to permit participation in the health insurance program by retirees and their eligible dependents at a cost to the retiree that is no greater than the cost at which coverage is available for active employees. In addition, the Agency, via its participation in the City's program, has elected to provide a partial subsidy to its retirees to offset the cost of such health insurance. As of September 30, 2018, there were two retired employees of the Agency receiving benefits under the OPEB Plan. The City does not issue a stand alone financial report on the OPEB Plan. The City of Tallahassee Other Post Employment Benefit Plan is described in more detail in the City's Comprehensive Annual Financial Report along with the Schedule of Funding Progress. That report may be obtained by writing to Department of Financial Services, 300 South Adams Street, Tallahassee, Florida 32301 or by calling 850-891-8520.

The Agency's proportionate share of the City's OPEB Plan is 0.38% and was determined based on the amount of covered payroll as an estimate for determining each employer's proportionate share. The aggregate amounts, reported by the Agency as of September 30, 2018, of net OPEB liabilities, related deferred inflows and outflows of resources, and OPEB expenses using a valuation date of October 1, 2016 and rolled forward to September 30, 2017, the measurement date, are summarized as follows (in thousands):

OPEB Plan Obligations and Expenses	Agency Share of City Plan Amounts
Net OPEB Liability	\$ 330
OPEB Related Deferred Outflows	18
OPEB Related Deferred Inflows	18
OPEB Expense	(16)

Benefits - A member receives a reduced rate on the health insurance premium for the City's health insurance plan. All reduced rate premiums will be deducted from the retiree's pension benefit. If the health insurance premium exceeds the pension benefit amount, the member will pay the City for the difference.

Eligibility - A member may continue on the City's health insurance plan upon retirement if the member is drawing a pension for Normal Retirement, Early Retirement or Disability Retirement. The retiree may continue to cover any qualified dependents that were on the City's health insurance plan at the time of retirement. A member who is a Deferred Retiree (eligible to retire upon termination but chooses to defer the commencement of a pension benefit) may choose to remain on the City's health insurance plan and pay the reduced health insurance premium until the commencement of a pension benefit.

Funding Policy - The contribution requirements of OPEB Plan members and the City are established and may be amended by the City Commission. These contributions are neither mandated or guaranteed. The City has retained the right to unilaterally modify its payment for retiree health care benefits. Effective October 1, 2010, the City implemented a "cap" on employer contributions for retirees. Accordingly, the City's subsidy was frozen at the 2010 levels, and retirees must absorb all future premium rate increases.

Net OPEB Liability - At September 30, 2018, the Agency reported a liability of \$330,000 for its employees' proportionate share of the net OPEB liability. The net OPEB liability was measured as of September 30, 2017.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

C. OTHER POST EMPLOYMENT BENEFITS (OPEB)

1. OPEB PLAN DESCRIPTION

The total OPEB liability used to calculate the net OPEB liability was based on an actuarial valuation as of October 1, 2016. An expected total OPEB liability as of September 30, 2017 was determined using standard roll-forward techniques.

The total OPEB liability was determined by an actuarial valuation as of October 1, 2016 rolled forward one year. The significant assumptions used were as follows:

Actuarial Cost Method	Entry Age Normal
Normal Inflation	2.5%.
Discount Rate	3.54%, the resulting Single Discount Rate based on the expected rate of return on OPEB Plan investments as of September 30, 2017 at 7.70% and the long term municipal bond rate as of September 29, 2017 at 3.50%.
Salary Increases	3.32% to 5.47%, including inflation; varies by plan type and years of service.
Retirement Age	Experience based table of rates that are specific to the plan and type of eligibility condition.
Mortality	RP 2000 Healthy Annuitant Mortality Table, with mortality improvements projected to all future years using Scale BB. For females, the base mortality rates include a 100% white collar adjustment. For males, the base mortality rates include a 50% white collar adjustment and a 50% blue collar adjustment. These are the same mortality rates currently in use for Regular Class members of the Florida Retirement System (FRS). They are based on the results of a statewide experience study covering the period 2008 through 2013.
Healthcare Cost Trend Rates	Based on the Getzen Model, with trend starting at 7.5% and gradually decreasing to an ultimate trend rate of 4.72% (including the impact of the excise tax).
Aging factors to Death Expenses	Based on the 2013 SOA Study "Health Care Costs From Birth to Death;
Other Information Note:	There were no benefit changes during the year. Assumption changes reflect the change in the Single Discount Rate from the beginning of the year at 3.54% to the end of the year at 3.83% (the resulting Single Discount Rate based on the expected rate of return on OPEB Plan investments as of September 30, 2018 at 7.70% and the long-term municipal bond rate as of September 30, 2017 at 3.50%).

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

C. OTHER POST EMPLOYMENT BENEFITS (OPEB)

Sensitivity of net OPEB Liability to changes in the Single Discount Rate - The following presents the plan's net OPEB liability, calculated using a Single Discount Rate of 3.54%, as well as what the plan's net OPEB liability would be if it were calculated using a Single Discount Rate that is one percent lower or one percent higher (in thousands):

1% Decrease 2.54%	Current Single Discount Rate Assumption 3.54%	1% Increase 4.54%
\$ 377	\$ 330	\$ 294

Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates - The following presents the plan's net OPEB liability, calculated using the assumed trend rates as well as what the plan's net OPEB liability would be if it were calculated using a trend rate that is one percent lower or one percent higher (in thousands):

1% Decrease (6.5% down to 3.72%)	Current Healthcare Cost Trend Rate Assumption	1% Increase (8.5% down to 5.72%)
\$ 300	\$ 330	\$ 370

OPEB Expense and Deferred Outflows/(Inflows) of Resources Related to OPEB - In accordance with GASB 75, changes in the net OPEB liability are recognized as OPEB expense in the current measurement period, except as shown below. For each of the following, a portion is recognized in OPEB expense in the current measurement period, and the balance is amortized as deferred outflows or inflows of resources using a systematic and rational method over a closed period, as defined below:

- Differences between expected and actual experience with regard to economic and demographic factors which are amortized over the average expected remaining service life of all employees that are provided with benefits through the OPEB plan, both active and inactive
- Changes of assumptions or other inputs which are amortized over the average expected remaining service life of all employees that are provided with benefits through the OPEB plan, both active and inactive.
- Changes in proportion and differences between contributions and proportionate share of contributions which are amortized over the average expected remaining service life of all employees that are provided with benefits through the OPEB plan, both active and inactive.
- Differences between expected and actual earnings on OPEB plan investments are amortized over five years.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

C. OTHER POST EMPLOYMENT BENEFITS (OPEB)

Based on a valuation date of October 1, 2016 and a measurement date of September 30, 2017, the Agency recognized OPEB expenses of \$16,000 for the year ended September 30, 2018. At September 30, 2018, the Agency reported deferred outflows of resources and deferred inflows of resources related to the OPEB plan from the following sources (in thousands):

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ -	\$ -
Assumption Changes	-	16	16
Net difference between projected and actual earnings on OPEB plan investments	-	2	2
Total	\$ -	\$ 18	\$ 18

Deferred outflows of resources related to the plan of \$18,000, resulting from Agency contributions to the plan paid subsequent to the measurement date and prior to the Agency's fiscal year, will be recognized as a reduction of the net OPEB liability in the fiscal year ended September 30, 2019. Other amounts reported as OPEB related deferred outflows and inflows of resources will be recognized in future OPEB expense, as follows:

Year ending September 30,	Net Amount (in thousands)
2019	\$ 3
2020	3
2021	3
2022	3
2023	2
Thereafter	4
Total	\$ 18

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

D. COMMITMENTS AND CONTINGENCIES

1. COMMITMENTS

OUTSTANDING CONTRACTS - The Agency has outstanding commitments on various contracts for design and construction of Agency projects. As of September 30, 2018, these commitments totaled \$1,880,000 and are scheduled for completion by January 2019. Forty-two percent (42%) of the outstanding commitments relate to outstanding design build contracts for Capital Circle NW/SW US90 to Orange Avenue and FAMU Way. The Agency expects these contracts to be completed by March 2019 and August 2019, respectively.

FLORIDA DEPARTMENT OF TRANSPORTATION LOCAL AGENCY PROGRAM (L.A.P.) AGREEMENT - On December 21, 2011, the Agency entered into a Local Agency Program Agreement with the Florida Department of Transportation, whereby the Department will participate in the cost of the multi-lane reconstruction of S.R. 263 (Capital Circle) from north of S.R. 371 (Orange Avenue) to south of S.R. 10 (U.S. 90) up to \$17,389,091 provided the Agency meets certain requirements. On September 18, 2012, this L.A.P. was increased by \$5,560,544 to \$22,949,635 and subsequently, various smaller L.A.P.s totaling \$2,918,150 were executed with the Florida Department of Transportation also for use on the same roadway project. Most of the money for this agreement was awarded to the State of Florida Department of Transportation from the Federal Highway Administration and constitutes federal funds subject to Single Audit requirements. As of September 30, 2018, \$26,471,363 of reimbursable expenses had been incurred under this agreement. As of September 30, 2018, the outstanding commitment related to this agreement was \$67,735. The additional funding for this commitment came from Agency funds.

2. CONTINGENCIES

FEDERAL AND STATE GRANTS - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies. 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 Agency expects such amounts to not be significant.

ENVIRONMENTAL POLLUTION REMEDIATION -The City of Tallahassee (City) excavated approximately 85,000 tons of contaminated soil from the Cascades Park site in 2005-2006 pursuant to the requirements of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA or Superfund). Blueprint 2000, as part of park construction activities, conducted additional excavation and contaminated soil disposal. Despite these efforts, residual groundwater and soil contamination remained at the site. As a result, in December 2011, the City as the CERCLA "responsible party" and the U.S. Environmental Protection Agency (EPA) entered into a new Settlement Agreement that required the City to determine the most appropriate remedial technology to address the subsurface contamination and make recommendations to the EPA on how to move forward. In accordance with the Settlement Agreement, and as part of this evaluation, a field-scale pilot injection study was completed in February 2013. Following the pilot study, the City finalized its recommendations which were formally submitted in the form of a Draft Feasibility Study Report in February 2014, and continued annual groundwater monitoring. Throughout 2017 and into 2018, the City, the Florida Department of Environmental Protection and the EPA met to discuss the results of the work completed to date, including the annual monitoring results. Based on the data, which demonstrated that unacceptable site risks posed by soil, sediment, and groundwater were all successfully eliminated through the remedial actions, in July 2018 the EPA issued a Proposed Plan, proposing a "No Action" Record of Decision (ROD). On February 4, 2019, the EPA issued the ROD, determining that no further action is necessary to protect public health, welfare or the environment, and concluding that no further action is required to clean up the Cascades Park Superfund Site. This determination concludes a nearly 15-year long cleanup effort by the City to remediate contamination associated with the site's manufactured gas plant and landfill, which operated

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS

September 30, 2018

NOTE IV. OTHER INFORMATION

D. COMMITMENTS AND CONTINGENCIES

2. CONTINGENCIES

from the late 1800s to the mid-1900s. The issuance of the No Action ROD means that no further assessment, remediation or monitoring work is required by the City, thereby allowing for official regulatory closure. As mandated, the City will be liable for any direct and indirect costs incurred by the EPA associated with the site, including development and issuance of the ROD. The City has not yet been invoiced for these costs. Other than EPA costs, and well abandonment expenses, no additional costs are expected for subsequent years following official site closure.

OTHER- - Blueprint is subject to various claims, arising from the normal course of operations. The outcome of these claims is not presently determinable.

E. RELATED PARTY TRANSACTIONS

Related party transactions during the year ended September 30, 2018 included the following:

On June 22, 2011, the Agency and the City of Tallahassee (the City) entered into a Joint Project Agreement (JPA) whereby the Agency provided "right of way" services to the City for the City's FAMU Way Road Project. In total, the Agency received \$1,469,160 under this JPA prior to the 2018 fiscal year. The JPA is not completed yet and receipts from the City of Tallahassee totaled \$229,544 during the fiscal year.

During the year, the following transactions occurred between the Agency, the City and Leon County related to the Office of Economic Vitality (OEV) setup and operation:

- The City paid the OEV a contribution of \$174,500 for economic development.
- Leon County paid the OEV a contribution of \$174,500 for economic development.
- The City provided additional funding of \$369,282 in the form of a loan to cover operating expenses. The cumulative balance of the City's loans to OEV for operations was \$1,630,638 on September 30, 2018.
- Leon County contributed an additional amount of \$369,282 in the fiscal year to cover 2018 operating expenses.
- The City reimbursed the Agency \$39,719 for a change order on the Magnolia Drive Roadway reconstruction contract in accordance with the first amendment to the Memorandum of Agreement for funding related to the construction of Phase 6 of the Magnolia Drive Multiuse Trail from South Monroe Street to South Adams Street.

BLUEPRINT INTERGOVERNMENTAL AGENCY

NOTES TO FINANCIAL STATEMENTS
September 30, 2018

NOTE IV. OTHER INFORMATION

F. EVALUATION OF SUBSEQUENT EVENTS

The Agency has evaluated subsequent events through August 15, 2019, the date the financial statements were available to be issued. No events have occurred that would require subsequent disclosure.

REQUIRED SUPPLEMENTARY INFORMATION

Budgetary Comparison Schedule-General Fund

Note to Required Supplementary Information

Proportionate Share of Net Pension Liability - City Plan

Schedule of Contributions and Notes to Schedule of Contributions - City Plan

Proportionate Share of Net Pension Liability - Florida Retirement System

Proportionate Share of Net Pension Liability - Health Insurance Subsidy Program

Schedule of Contributions - Florida Retirement System

Schedule of Contributions - Health Insurance Subsidy Program

Schedule of Changes in the Net OPEB Liability and Related Ratios

Schedule of Contributions - OPEB

BLUEPRINT INTERGOVERNMENTAL AGENCY
Budgetary Comparison Schedule
General Fund
September 30, 2018
(in thousands)
(Unaudited)

	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget
	Original	Final		Positive (Negative)
Budgetary Fund Balance - October 1	\$ -	\$ 3,050	\$ 3,050	\$ -
Resources				
Taxes	32,440	32,440	35,643	3,203
Interest Earned	-	-	250	250
Miscellaneous	-	-	29	29
Amounts Available for Appropriations	<u>32,440</u>	<u>35,490</u>	<u>38,972</u>	<u>3,482</u>
Charges to Appropriations				
Transportation	2,532	2,612	2,142	470
Transfers to Other Funds	<u>29,908</u>	<u>32,878</u>	<u>36,828</u>	<u>(3,950)</u>
Total Charges to Appropriations	<u>32,440</u>	<u>35,490</u>	<u>38,970</u>	<u>(3,480)</u>
Budgetary fund balance, September 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2</u>	<u>\$ 2</u>

See Independent Auditors' Report

BLUEPRINT INTERGOVERNMENTAL AGENCY
Note to Required Supplementary Information
General Fund
For the Year Ended September 30, 2018
(in thousands)
(Unaudited)

**Explanation of Differences between Budgetary Inflows and Outflows and
GAAP Revenues/Transfers In and Expenditures/Transfers Out**

Inflows of Resources

Actual amounts (budgetary basis) available for appropriation from the budgetary comparison schedule.	\$ 38,972
Differences - budget to GAAP	
The fund balance at the beginning of the year is a budgetary resource but is not a current year revenue for financial reporting purposes.	(3,050)
The decrease in the fair market value of investments is a decrease in revenue for financial reporting purposes but is not considered a negative budgetary inflow.	(332)
The revenues of the Office of Economic Vitality are current year revenues for reporting purposes but are not considered budgetary inflows.	<u>739</u>
Total Revenues/Transfers In as reported on the statement of revenues, expenditures, and changes in fund balances.	<u><u>\$ 36,329</u></u>

Outflows of Resources

Actual amounts (budgetary basis) total charges to appropriations from the budgetary comparison schedule.	\$ 38,970
Difference - budget to GAAP	
The change in compensated absences which is reported in the Statement of Activities does not require the use of current financial resources and therefore is not reported as an expenditure in the governmental funds.	(4)
The expenditures of the Office of Economic Vitality are current year expenditures for reporting purposes but are not considered budgetary outflows.	1,491
Miscellaneous items treated as expenditures for financial reporting purposes but not as budgetary outflows.	<u>(17)</u>
Total Expenditures as reported on the statement of revenues, expenditures, and changes in fund balances.	<u><u>\$ 40,440</u></u>

See Independent Auditors' Report

BLUEPRINT INTERGOVERNMENTAL AGENCY
PROPORTIONATE SHARE OF NET PENSION LIABILITY - CITY PLAN
(BASED ON MEASUREMENT PERIOD ENDING SEPTEMBER 30, 2017)
(in thousands)
(Unaudited)

Measurement year ending September 30,	2017	2016	2015	2014
Net Pension Liability - Ending (a) - (b)	\$ 582	\$ 130	\$ 174	\$ (37)
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	95.03%	97.48%	95.85%	101.66%
Employer's proportion of the Net Pension Liability	1.04%	0.51%	0.43%	0.43%
Covered Employee Payroll	\$ 1,148	\$ 571	\$ 470	\$ 634
Net Pension Liability as a Percentage of Covered Employee Payroll	50.70%	22.77%	37.02%	-5.84%

Note: The Total Pension Liability, the Plan Fiduciary Net Position, the Net Pension Liability, and the Pension Expense are allocated by department based on the covered pensionable payroll for each department, since that was the basis of determining employer contributions.

See Independent Auditors' Report

**BLUEPRINT INTERGOVERNMENTAL AGENCY
SCHEDULE OF CONTRIBUTIONS - CITY PLAN
Last Ten Fiscal Years
(in thousands)
(Unaudited)**

Fiscal Year Ending September 30	Actuarially Determined Contribution	Actual Contribution	Contribution Deficiency (Excess)	Covered Payroll	Actual Contribution as a % of Covered Payroll
2009	49	49	-	542	9.04%
2010	50	50	-	526	9.51%
2011	47	47	-	415	11.33%
2012	42	42	-	390	10.77%
2013	64	64	-	478	13.39%
2014	70	70	-	460	15.22%
2015	71	71	-	470	15.11%
2016	75	75	-	571	13.14%
2017	150	150	-	1,148	13.07%
2018	205	205	-	1,104	18.57%

NOTES TO SCHEDULE OF CONTRIBUTIONS - CITY PLAN

Valuation Date: October 1, 2016

Measurement Date: September 30, 2018

Notes: Actuarially determined contribution rates are calculated as of October 1, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method Entry Age Normal

Amortization Method Level Percent of Pay (with 1.71% payroll growth assumption), Closed

Remaining Amortization Period 20 years

Asset Valuation Method 20% of the difference between expected actuarial value (based on assumed return) and market value is recognized each year with 20% corridor around market value

Inflation 2.5%

Salary Increases A blend of 66.67% of 3.5% and 33.33% of a range of 2.95% to 5.00%, depending on completed years of service, including inflation

Investment Rate of Return 7.70%

Retirement Age Experience-based table of rates that are specific to the type of eligibility condition

Mortality RP-2000 Combined Healthy Participant Mortality Table (for pre-retirement mortality) and the RP-2000 Mortality Table for Annuitants (for postretirement mortality) with mortality improvements projected to all future years after 2000 using Scale BB. For males, the base mortality rates include a 50% blue collar adjustment and a 50% white collar adjustment. For females, the base mortality rates include a 100% white collar adjustment.

See Independent Auditors' Report

**BLUEPRINT INTERGOVERNMENTAL AGENCY
PROPORTIONATE SHARE OF NET PENSION LIABILITY
FLORIDA RETIREMENT SYSTEM
Last Ten Fiscal Years*
(in thousands)
(Unaudited)**

	2018	2017	2016	2015
Proportion of the Net Pension Liability	0.001227308%	0.0012409525%	0.0009706057%	0.000182930%
Proportionate Share of the Net Pension Liability	\$370	\$367	\$245	\$24
Covered Employee Payroll	\$393	\$237	\$101	\$45
Proportionate Share of the Net Pension Liability as Percentage of its Covered Employee Payroll	94.12%	155.16%	243.52%	53.05%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	84.26%	83.89%	84.88%	92.00%

**The amounts for each fiscal year were determined as of June 30, 2018 except for the covered payroll determined as of September 30, 2018. The schedule is intended to show information for 10 years. Additional years will be displayed as the information becomes available.*

See Independent Auditors' Report

**BLUEPRINT INTERGOVERNMENTAL AGENCY
PROPORTIONATE SHARE OF NET PENSION LIABILITY
HEALTH INSURANCE SUBSIDY PROGRAM
Last Ten Fiscal Years*
(in thousands)
(Unaudited)**

	2018	2017	2016	2015
Proportion of the Net Pension Liability	0.00854525%	0.008451375%	0.0006517394%	0.000131579%
Proportionate Share of the Net Pension Liability	\$90	\$90	\$76	\$13
Covered Employee Payroll	\$393	\$237	\$101	\$45
Proportionate Share of the Net Pension Liability as Percentage of its Covered Employee Payroll	23.03%	38.20%	75.47%	30.13%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	2.15%	1.64%	.97%	0.5%

**The amounts for each fiscal year were determined as of June 30, 2018 except for the covered payroll determined as of September 30, 2018. The schedule is intended to show information for 10 years. Additional years will be displayed as the information becomes available.*

See Independent Auditors' Report

**BLUEPRINT INTERGOVERNMENTAL AGENCY
SCHEDULE OF CONTRIBUTIONS
FLORIDA RETIREMENT SYSTEM
Last Ten Fiscal Years*
(in thousands)
(Unaudited)**

	2018	2017	2016	2015
Contractually Required Contribution	\$35	\$32	\$24	\$4
Contribution in Relation to the Contractually Required Contribution	(35)	(32)	(24)	(4)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -
Covered Employee Payroll	\$393	\$237	\$101	\$45
Contributions as a Percentage of Covered Employee Payroll	8.91%	13.66%	23.47%	10.02%

**The amounts for each fiscal year were determined as of June 30, 2018 except for the covered payroll determined as of September 30, 2018. The schedule is intended to show information for 10 years. Additional years will be displayed as the information becomes available.*

See Independent Auditors' Report

**BLUEPRINT INTERGOVERNMENTAL AGENCY
SCHEDULE OF CONTRIBUTIONS
HEALTH INSURANCE SUBSIDY PROGRAM
Last Ten Fiscal Years*
(in thousands)
(Unaudited)**

	2018	2017	2016	2015
Contractually Required Contribution	\$5	\$4	\$3	\$1
Contribution in Relation to the Contractually Required Contribution	(5)	(4)	(3)	(1)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -
Covered Employee Payroll	\$393	\$237	\$101	\$45
Contributions as a Percentage of Covered Employee Payroll	1.18%	1.89%	3.31%	1.13%

**The amounts for each fiscal year were determined as of June 30, 2018 except for the covered payroll determined as of September 30, 2018. The schedule is intended to show information for 10 years. Additional years will be displayed as the information becomes available.*

See Independent Auditors' Report

BLUEPRINT INTERGOVERNMENTAL AGENCY
SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS
(BASED ON MEASUREMENT PERIODS ENDING SEPTEMBER 30)
(in thousands)
(Unaudited)

Measurement year ending September 30,	<u>2017</u>
Total OPEB Liability	
Service cost	\$ 9
Interest on the total OPEB liability	12
Actual and expected experience difference	-
Changes in assumptions	(19)
Changes in benefit terms	-
Benefit payments	(17)
Net change in total OPEB liability	<u>(15)</u>
Total OPEB liability - beginning	375
Total OPEB liability - ending (a)	<u><u>\$ 360</u></u>
Plan Fiduciary Net Position	
Contribution - employer	\$ 8
Net investment income	5
Benefit payments	(8)
Administrative expense	-
Net change in plan fiduciary net position	<u>5</u>
Plan fiduciary net position - beginning	25
Plan fiduciary net position - ending (b)	<u><u>\$ 30</u></u>
Net OPEB liability (a)-(b)	<u><u>\$ 330</u></u>
Plan fiduciary net position as a percentage of the total OPEB liability	8.04%
Covered-employee payroll	\$ 571
Net OPEB liability as a percentage of covered-employee payroll	58.06%

Notes to Schedule:

Changes in assumptions:

Assumption changes reflect the change in the Single Discount Rate from the beginning of the year at 3.09% to the end of the year at 3.54% (the resulting Single Discount Rate based on the expected rate of return on OPEB plan investments as of September 30, 2017 at 7.70% and the long-term municipal bond rate as of September 30, 2017 at 3.5%).

Historical information is required only for measurement periods for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available.

See Independent Auditors' Report

**BLUEPRINT INTERGOVERNMENTAL AGENCY
SCHEDULE OF CONTRIBUTIONS - OPEB
Last Ten Fiscal Years*
(in thousands)
(Unaudited)**

Fiscal Year Ended September 30	<u>2017</u>
Actuarially Determined Contribution (ADC)	\$ 20
Actual Contribution	<u>(8)</u>
Contribution deficiency (excess)	<u>\$ 12</u>
Covered payroll	\$ 571
Actual contribution as a percentage of covered payroll	1.35%

Notes to Schedule:

*Actuarial methods and assumptions used to set the actuarially determined contributions for Fiscal Year 2017 were from the October 1, 2016 actuarial valuation.

Methods and assumptions used to determine contributions:

Actuarial Cost Method:	Entry Age Normal
Inflation:	2.50%
Discount Rate:	3.54%, the resulting Single Discount Rate based on the expected rate of return on OPEB plan investments as of September 30, 2017 at 7.70% and the long-term municipal bond rate as of September 29, 2017 at 3.50%.
Salary Increases:	3.32% to 5.47%, including inflation; varies by plan type and years of service.
Retirement Age:	Experience-based table of rates that are specific to the type of eligibility condition.
Mortality:	RP-2000 Healthy Annuitant Mortality Table, with mortality improvements projected to all future years using Scale BB. For females, the base mortality rates include a 100% white collar adjustment. For males, the base mortality rates include a 50% white collar adjustment and a 50% blue collar adjustment. These are the same mortality rates currently in use for Regular Class members of the Florida Retirement
Healthcare Cost Trend Rates:	Based on the Getzen Model, with trend starting at 7.5% and gradually decreasing to an ultimate trend rate of 4.72% (including the impact of the excise tax).
Aging Factors:	Based on the 2013 SOA Study "Health Care Costs - From Birth to Death".
Expenses:	Investment returns are net of the investment expenses and administrative expenses are included in

See Independent Auditors' Report

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STATISTICAL SECTION

NET POSITION BY COMPONENT

CHANGES IN NET POSITION

FUND BALANCES

CHANGES IN FUND BALANCES

RETAIL SALES AND TAX COLLECTION HISTORY

RATIOS OF OUTSTANDING DEBT BY TYPE

LEON COUNTY DEMOGRAPHIC STATISTICS

FULL-TIME EQUIVALENT AGENCY EMPLOYEES

PLEDGED REVENUE COVERAGE

CAPITAL ASSETS BY FUNCTION

BLUEPRINT INTERGOVERNMENTAL AGENCY
NET POSITION BY COMPONENT
Last Ten Fiscal Years
(accrual basis of accounting)
(in thousands)

	2018	2017 as restated	2016	2015	2014	2013	2012 as restated	2011 as restated	2010 as restated	2009 as restated
Governmental activities										
Invested in capital assets, net of related debt	\$ 152,292	\$ 123,192	\$ 243,743	\$ 210,872	\$ 168,789	\$ 111,032	\$ 85,199	\$ 71,667	\$ 50,123	\$ 2,951
Restricted	8,315	8,315	8,247	68,878	78,848	101,632	88,387	85,248	78,164	80,904
Unrestricted	55,132	51,492	53,782	-	-	-	-	-	-	-
Total governmental activities net position	<u>\$ 215,739</u>	<u>\$ 182,999</u>	<u>\$ 305,772</u>	<u>\$ 279,750</u>	<u>\$ 247,637</u>	<u>\$ 212,664</u>	<u>\$ 173,586</u>	<u>\$ 156,915</u>	<u>\$ 128,287</u>	<u>\$ 83,855</u>

BLUEPRINT INTERGOVERNMENTAL AGENCY
CHANGES IN NET POSITION
Last Ten Fiscal Years
(accrual basis of accounting)
(in thousands)

	2018	2017	2016	2015	2014	2013	2012	2011 as restated	2010 as restated	2009 as restated
Expenses										
Transportation	\$ 3,284	\$ 156,015	\$ 8,642	\$ 3,464	\$ 5,176	\$ 11,588	\$ 24,316	\$ 4,341	\$ 3,944	\$ 77,579
Economic Development	1,478	1,252	586	-	-	-	-	-	-	-
Amortization of Bond Issue Costs	-	-	-	-	-	129	128	122	116	112
Depreciation Expense	30	29	27	28	16	5	4	6	6	10
Interest on Long-Term Debt	400	1,182	1,601	2,498	3,179	3,835	5,059	5,261	5,663	6,291
Total expenses	5,192	158,478	10,856	5,990	8,371	15,557	29,507	9,730	9,729	83,992
Revenues										
Program Revenues:										
Operating Grants and Contributions	727	922	649	-	-	-	-	-	-	-
Capital Grants and Contributions	960	75	1,345	3,751	7,807	19,869	11,662	5,512	16,689	23,023
Total Governmental Activities Program Revenues	1,687	997	1,994	3,751	7,807	19,869	11,662	5,512	16,689	23,023
General Revenues:										
Shared Revenues	35,643	34,227	33,570	32,491	31,044	29,574	28,232	27,554	27,126	27,828
Investment Income	1,168	853	1,137	1,121	991	1,261	2,360	2,296	2,203	3,140
Repayment on Advances	-	-	-	777	3,000	5,000	3,000	3,000	7,509	1,762
Net Increase (Decrease) in Fair Value of Investments	(484)	(145)	150	(44)	72	(1,473)	(3)	(3)	550	1,858
Miscellaneous	34	30	27	113	435	1,327	1	1	84	-
Total Revenues	38,048	35,962	36,878	38,209	43,349	55,558	45,252	38,360	54,161	57,611
Changes in Net Position	\$ 32,856	\$ (122,516)	\$ 26,022	\$ 32,219	\$ 34,978	\$ 40,001	\$ 15,745	\$ 28,630	\$ 44,432	\$ (26,381)

**BLUEPRINT INTERGOVERNMENTAL AGENCY
FUND BALANCES
Last Ten Fiscal Years
(modified accrual basis of accounting)
(in thousands)**

	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
General Fund										
Reserved	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26	\$ 54
Unreserved	-	-	-	-	-	-	-	-	59,593	51,643
Restricted for Infrastructure	651	4,762	3,679	5,239	75,750	86,993	10,130	9,548	-	-
Special Revenue Fund										
Reserved	-	-	-	-	-	-	-	-	51,292	56,611
Unreserved	-	-	-	-	-	-	-	-	-	-
Infrastructure	55,458	50,845	53,504	58,398	-	-	87,972	96,447	-	-
Debt Service Fund										
Reserved	-	-	-	-	-	-	-	-	7,441	16,328
Restricted for Future Debt Service	8,319	8,315	8,319	7,786	7,600	7,881	7,447	7,358	-	-
Total Fund Balances	\$ 64,428	\$ 63,922	\$ 65,502	\$ 71,423	\$ 83,350	\$ 94,874	\$ 105,549	\$ 113,353	\$ 118,352	\$ 124,636

**BLUEPRINT INTERGOVERNMENTAL AGENCY
CHANGES IN FUND BALANCES
Last Ten Fiscal Years
(modified accrual basis of accounting)**

	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Revenues:										
Intergovernmental Revenues	\$ 37,254	\$ 35,224	\$ 35,564	\$ 36,242	\$ 38,851	\$ 49,443	\$ 39,894	\$ 33,066	\$ 43,815	\$ 50,851
Investment Income	1,169	856	1,139	1,121	997	1,279	1,808	2,315	2,219	3,243
Advance Repayments	-	-	-	777	3,000	5,000	3,000	3,000	7,509	1,762
Net Inc (Dec) in the Fair Value of Investments	(484)	(145)	150	(44)	72	(1,474)	106	(3)	550	1,858
Miscellaneous Revenues	110	31	29	111	435	1,327	818	1	84	-
Total Revenues	38,049	35,966	36,882	38,207	43,355	55,575	45,626	38,379	54,177	57,714
Expenditures:										
Transportation	17,417	17,701	23,460	30,933	35,180	47,523	34,097	23,845	34,026	41,689
Economic Environment	1,491	1,209	527	-	-	-	-	-	-	-
Securities Lending Expense:										
Interest	1	2	1	-	4	15	34	16	14	69
Agent Fees	-	-	-	-	2	2	3	3	2	34
Debt Service:										
Principal Retired	17,037	16,314	16,129	15,666	15,034	14,432	14,237	13,706	22,341	3,805
Interest and Fiscal Charges	1,597	2,320	2,686	3,534	4,658	4,278	5,059	5,822	6,199	6,804
Bond Issuance Costs	-	-	-	-	-	-	-	-	-	-
Total Expenditures	37,543	37,546	42,803	50,133	54,878	66,250	53,430	43,392	62,582	52,401
Other Financing Sources (Uses):										
Issuance of Debt	-	-	-	-	-	-	-	14	2,121	1,501
Proceeds from Loans from Other Funds	-	-	-	-	-	-	-	-	-	-
Payments to Refunded Bond Escrow Agent	-	-	-	-	-	-	-	-	-	-
Net Change in Fund Balances	\$ 506	\$ (1,580)	\$ (5,921)	\$ (11,926)	\$ (11,523)	\$ (10,675)	\$ (7,804)	\$ (4,999)	\$ (6,284)	\$ 6,814
Debt Service as a Percentage of Noncapital Expenditures	432 %	448 %	236 %	449 %	361 %	396 %	561 %	444 %	714 %	179 %

**BLUEPRINT INTERGOVERNMENTAL AGENCY
RETAIL SALES AND TAX COLLECTION HISTORY
Last Ten Fiscal Years**

Fiscal Year	Retail Sales ⁽¹⁾	Infrastructure Sales Tax Revenue collected ⁽¹⁾ (000's)	Agency's Share of Sales Tax Revenue (80% of revenues collected)
2009	\$ 6,385,000	\$ 34,785	\$ 27,828
2010	6,358,000	33,908	27,126
2011	6,519,000	34,443	27,554
2012	6,682,000	35,290	28,232
2013	7,071,000	36,968	29,574
2014	7,686,000	38,805	31,044
2015	7,511,000	40,614	32,491
2016	7,751,000	41,963	33,570
2017	8,027,000	42,784	34,227
2018	8,290,000	44,554	35,643

⁽¹⁾Florida Department of Revenue - Leon County Gross and Taxable Sales

Note: The Agency received 80% of the sales tax collected in Leon County under the 15 year 1% Infrastructure Sales Surtax which began on December 1, 2004. The sales tax is collected on all retail sales of tangible personal property subject to certain exceptions and exemptions and certain dealer allowances.

BLUEPRINT INTERGOVERNMENTAL AGENCY
RATIOS OF OUTSTANDING DEBT BY TYPE
Last Ten Fiscal Years

Fiscal Year Ended Sept. 30,	Sales Tax Revenue Bonds	State Infrastructure Bank Loans	Total Debt Outstanding	Leon County Population ⁽¹⁾	Percentage of Personal Income	Per Capita As Restated
2009	\$ 126,090	\$ 39,273	\$ 165,363	275,000	1.7 %	601.32
2010	107,675	37,469	145,144	275,000	1.4 %	527.79
2011	97,840	33,612	131,452	276,000	1.2 %	476.27
2012	84,849	29,702	114,551	278,000	1.0 %	412.05
2013	74,410	25,709	100,119	278,000	0.9 %	360.14
2014	63,445	21,640	85,085	281,000	0.8 %	302.79
2015	51,930	17,489	69,419	284,000	0.6 %	244.43
2016	39,905	13,385	53,290	288,000	-	185.03
2017	27,265	9,711	36,976	288,000	-	128.39
2018	13,975	5,963	19,938	292,332	-	68.21

(1) Office of Economic and Demographic Research, State of Florida

**BLUEPRINT INTERGOVERNMENTAL AGENCY
LEON COUNTY, FLORIDA
DEMOGRAPHIC STATISTICS
Last Ten Fiscal Years**

Year	Estimated ⁽¹⁾ Population	Retail Sales ⁽²⁾ (000's)	Personal Income ⁽¹⁾ (000's)	Per Capita Income ⁽¹⁾	School Enrollment ⁽³⁾	Unemployment Rate % ⁽⁴⁾		
							Florida	United States
2009	274,803	6,385,468	9,933,579	36,148	32,459	7.9	11.5	9.4
2010	275,487	6,357,986	10,044,253	36,394	32,693	8.3	11.6	9.1
2011	278,360	6,518,559	10,686,243	38,390	33,252	7.6	9.9	8.5
2012	283,806	6,681,858	10,554,213	37,188	34,157	7.1	8.6	7.8
2013	282,070	7,071,265	10,371,148	36,768	33,327	5.3	6.4	7.0
2014	284,054	7,686,804	10,942,350	38,522	34,955	4.7	5.4	5.6
2015	286,189	7,510,613	11,355,730	39,679	34,797	4.6	5.0	5.1
2016	287,819	7,751,449	11,730,939	40,758	33,300	4.5	4.7	4.9
2017	287,899	8,026,814	N/A	N/A	33,993	3.6	4.0	4.1
2018	292,332	8,290,351	N/A	N/A	33,873	2.8	3.5	3.7

⁽¹⁾Office of Economic and Demographic Research, State of Florida

⁽²⁾Florida Department of Revenue - Leon County Gross and Taxable Sales

⁽³⁾Leon County Public School Board

⁽⁴⁾Florida Research and Economic Information Database Application

N/A = Data not available

**BLUEPRINT INTERGOVERNMENTAL AGENCY
 FULL-TIME EQUIVALENT AGENCY EMPLOYEES AS OF SEPTEMBER 30
 Last Ten Fiscal Years**

<u>Function</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
Transportation	13	13	10	7	7	7	4	5	7	7
Economic Development	7	12	7	-	-	-	-	-	-	-
Total	<u>20</u>	<u>25</u>	<u>17</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>4</u>	<u>5</u>	<u>7</u>	<u>7</u>

**BLUEPRINT INTERGOVERNMENTAL AGENCY
PLEDGED REVENUE COVERAGE
Last Ten Fiscal Years
(in thousands)**

	Fiscal Year									
	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Sales Tax Revenues (80% of existing Infrastructure Sales Tax)	\$ 35,643	\$ 33,570	\$ 32,491	\$ 31,044	\$ 29,574	\$ 28,232	\$ 27,554	\$ 27,126	\$ 27,828	\$ 29,593
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Annual Debt Service on Sales Tax Revenue Bonds	14,693	14,693	14,696	14,696	14,696	14,694	14,691	14,794	14,984	14,984
Actual Coverage on Sales Tax Revenue Bonds	2.43	2.33	2.28	2.21	2.11	2.01	1.92	1.86	1.81	1.86
Annual Debt Service on Sales Tax Revenue Bonds and State Infrastructure Bank Loans	18,564	18,564	19,072	19,072	19,279	19,278	19,275	19,378	19,567	19,568
Actual Coverage on Sales Tax Revenue Bonds and State Infrastructure Bank Loans	1.92	1.84	1.76	1.69	1.61	1.53	1.46	1.41	1.39	1.37

**BLUEPRINT INTERGOVERNMENTAL AGENCY
CAPITAL ASSETS BY FUNCTION
Last Ten Fiscal Years
(in thousands)**

<u>Function</u>	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Transportation	\$ 173,487	\$ 162,622	\$ 300,624	\$ 285,303	\$ 259,586	\$ 228,843	\$ 189,196	\$ 179,438	\$ 159,973	\$ 129,936

Project Costs are recorded as Construction in Progress while roads are being worked on. When the work is complete, the roads will be transferred to the Governmental unit that will fund the future road maintenance.

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OTHER REPORTS

Additional Elements Required by the *Rules of the Auditor General*

For the Entity

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*

Other

Independent Accountants' Report on Compliance with Section 218.415, Florida Statutes, Local Government Investment Policies

Management Letter

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*

Honorable Members of the Board
Blueprint Intergovernmental Agency
Tallahassee, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of the Blueprint Intergovernmental Agency (the Agency), as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated August 15, 2019.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Agency'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 Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



THOMAS HOWELL FERGUSON, P.A.
Tallahassee, Florida
August 15, 2019



LAW, REDD, CRONA AND MUNROE, P.A.
Tallahassee, Florida

Independent Accountants' Report on Compliance with Local Government Investment Policies

Honorable Members of the Board
Blueprint Intergovernmental Agency

We have examined the Blueprint Intergovernmental Agency's (the Agency) compliance with local government investment policies provided in Chapter 218.415, *Florida Statutes*, during the year ended September 30, 2018. The Blueprint Intergovernmental Agency's management is responsible for the Agency's compliance with those requirements. Our responsibility is to express an opinion on the Agency'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 perform the examination to obtain reasonable assurance about whether the Agency complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the Agency complied with the specified requirements. The nature, timing and extent of the procedures selected depend on our judgement, including an assessment of the risks of material noncompliance, whether due to error or fraud. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

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

In our opinion, the Agency complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2018.

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



THOMAS HOWELL FERGUSON, P.A.
Tallahassee, Florida
August 15, 2019



LAW, REDD, CRONA AND MUNROE, P.A.
Tallahassee, Florida

MANAGEMENT LETTER

Honorable Members of the Board
Blueprint Intergovernmental Agency

Report on the Financial Statements

We have audited the financial statements of the Blueprint Intergovernmental Agency (the Agency), as of and for the fiscal year ended September 30, 2018 and have issued our report thereon dated August 15, 2019.

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 Accountants' 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 August 15, 2019, should be considered in conjunction with this management letter.

Current Year September 30, 2018 Recommendations

2018-001 Accounting and Financial Reporting

During 2018, the Agency hired an accountant to fulfill its accounting and financial reporting responsibilities. The Agency continues to utilize the accounting office of the City of Tallahassee for the processing of its cash receipts and disbursements, including payroll. The Agency's financial records are also maintained in the City of Tallahassee's accounting system. This has allowed the Agency to participate in the City of Tallahassee's cash management system and to utilize the expertise of the City's Financial Services Department. It is important to note that this arrangement does not alleviate the Agency's responsibilities over internal controls, financial reporting and oversight.

During the audit of the City of Tallahassee, we observed the Treasury account bank reconciliations were performed six to eleven weeks after month end. City staff established preliminary bank reconciliation procedures beginning in April 2018. Four of the six preliminary bank reconciliations were performed five to six weeks after month-end, with the preliminary bank reconciliation for the month ended September 30, 2018 performed on December 4, 2018 and the final reconciliation performed on December 18, 2018. The delay in performing bank reconciliations has been observed and included as part of various management letter comments over the past several years. The timely reconciliation of bank accounts are a critical control activity. Cash transactions account for almost every activity of a government's operations, including payroll and the purchase of goods and services. Delays in performing this key control allows for errors or fraudulent transactions to occur and not be identified in a timely manner.

Management Response:

Blueprint Accounting has consulted with City Financial Reporting regarding timely bank reconciliations. Blueprint Management is satisfied with the City's response to the recommendation and will inquire about the status of bank reconciliations on a regular basis to ascertain if City staff are meeting goals for timely reconciliations. The City's response is: [From the City of Tallahassee Comprehensive Annual Financial Report] Financial Reporting recognizes the importance of timely bank reconciliations and has succeeded in improving the timeliness since this comment was first made. They continue to review process and have for the last couple of months been cross training another employee on this task with the goal of completing the reconciliations within one month of closing each month in the general ledger which will represent approximately 5 weeks after month end.

In addition, during the audit of Blueprint it was determined that the implementation of an accounting standard was not done in accordance with the standard, which required an actuarial determination of its OPEB liability and other related amounts. The Agency relied on the City of Tallahassee's accounting staff to provide this information, which was not available and had to be requested from the actuary late in the audit process.

It is important that the Agency understand its responsibility for controls over its accounting function and monitor the functioning of these controls. We recommend that the Agency review its accounting and financial reporting function to ensure that the services and functions provided by the City of Tallahassee on the Agency's behalf, are meeting the expectations of the Agency.

Management Response:

Blueprint Employees may receive benefits through either the City of Tallahassee or Leon County. The County pension (FRS) and OPEB (HIS) plans are administered by the Florida Retirement System. The City's OPEB plan is administered by City staff. Blueprint does not maintain a separate employee benefit plan or administer payroll for its employees. The OPEB liability and related amounts are accounting estimates provided by an independent actuary. In prior years, Blueprint's OPEB items, under the prior standard (GASB 45), were allocated by City Financial Services based on percentage of covered payroll. In future years, under the current standard

(GASB 75), Blueprint will ensure that the independent actuarial report provides separate numerical columns for Blueprint's OPEB items as allocated by the actuary based on percentage of covered payroll.

Prior Audit Findings

Section 10.554(1)(i)1., *Rules of the Auditor General*, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Corrective actions have been taken to address the findings and recommendations made in the preceding financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., *Rules of the Auditor General*, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The name or official title and legal authority for the Agency is disclosed in Note 1 of the Notes to Financial Statements. The Agency has no component units.

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 Agency has met one or more of the conditions described in Section 218.503(1), *Florida Statutes*, and to identify the specific conditions met. In connection with our audit, we determined that the Agency did not meet any of the conditions described in Section 218.503(1), *Florida Statutes*.

Pursuant to Sections 10.554(1)(i)5.c and 10.556(8), *Rules of the Auditor General*, we applied financial condition assessment procedures for the Agency. It is management's responsibility to monitor the Agency'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 noted the matters discussed in the Current Year September 30, 2018 Recommendations section of this letter.

Annual Financial Report

Section 10.554(1)(i)5.b. and 10.556(7), *Rules of the Auditor General*, require that we apply appropriate procedures and communicate the results of our determination as to whether the annual financial report for the Agency for the fiscal year ended September 30, 2018, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), *Florida Statutes*, is in agreement with the annual financial audit report for the fiscal year ended September 30,

2018. Management has drafted the annual financial report, which is in agreement with the annual financial audit report for the year ended September 30, 2018.

The final report will be submitted to the Florida Department of Financial Services upon approval of the annual financial audit report by the Agency's Board of Directors.

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 warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, federal and other granting agencies, the Intergovernmental Agency Board of Directors, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.



THOMAS HOWELL FERGUSON, P.A.
Tallahassee, Florida
August 15, 2019



LAW, REDD, CRONA AND MUNROE, P.A.
Tallahassee, Florida