



**West Melbourne – Brevard County
Joint Community Redevelopment Agency
FINANCIAL STATEMENTS
For the Fiscal Year
Ended September 30, 2020**

**West Melbourne – Brevard County
 Joint Community Redevelopment Agency
 Table of Contents
 September 30, 2020**

INTRODUCTORY SECTION

Table of Contents 1
 Agency Officials 3

FINANCIAL SECTION

Independent Auditors’ Report 5
 Management’s Discussion and Analysis 7

Basic Financial Statements:

Government-wide Financial Statements:

Statement of Net Position 15
 Statement of Activities..... 16

Fund Financial Statements:

Balance Sheet – Governmental Fund 17
 Statement of Revenues, Expenditures and Changes in
 Fund Balances – Governmental Fund 18
 Notes to Financial Statements 19

Required Supplementary Information:

Schedule of Revenues, Expenditures and Changes in Fund Balances –
 Budget and Actual 28
 Budgetary Notes to Required Supplementary Information 29

COMPLIANCE SECTION

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*..... 31
 Independent Auditors’ Management Letter 33
 Independent Accountants’ Report on Compliance with Local Government
 Investment Policies 35
 Independent Accountants’ Report on Compliance with Redevelopment Trust Fund 37



THIS PAGE IS INTENTIONALLY LEFT BLANK.

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Agency Officials
Year Ended September 30, 2020**



CRA Board Members

Hal Rose, Chairman
John Dittmore, Vice Chair
Kristine (Isnardi) Zonka
Pat Bentley
Adam Gaffney
Daniel Batcheldor
Barbara Smith
Andrea Young



THIS PAGE IS INTENTIONALLY LEFT BLANK.

INDEPENDENT AUDITORS' REPORT

To the Honorable Chairman and Board members
West Melbourne – Brevard County Joint Community Redevelopment Agency

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of the West Melbourne – Brevard County Joint Community Redevelopment Agency (the "Agency"), a component unit of the City of West Melbourne, Florida, as of and for the year ended September 30, 2020, 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 auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the West Melbourne – Brevard County Joint Community Redevelopment Agency as of September 30, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 7 – 11, and the budgetary comparison information on pages 28 – 30 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 25, 2021 on our consideration of the 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 solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Agency's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Agency's internal control over financial reporting and compliance.

Carly Riggs & Ingram, L.L.C.

Melbourne, Florida

February 25, 2021

West Melbourne – Brevard County Joint Community Redevelopment Agency Management's Discussion and Analysis

The Management's Discussion and Analysis (MD&A) of the West Melbourne-Brevard Joint Community Redevelopment Agency (the "CRA") is designed to provide an objective and easy to read analysis of the financial activities for the fiscal year ended September 30, 2020 based on currently known facts, decisions, and conditions. The MD&A provides a broad overview, short-term and long-term analysis of the CRA's activities based on information presented in the financial statements. Specifically, this information is designed to assist the reader in focusing on significant financial issues, provide an overview of the CRA's financial activity and identify changes in the CRA's financial position and its ability to address the next year's challenges. Finally, the MD&A will identify any material deviations from the approved budget.

The West Melbourne-Brevard County Joint Community Redevelopment Agency was created in 2012 by the City of West Melbourne and Brevard County under Chapter 163, Part III, of the Florida Statutes. The CRA is a dependent special district and a component unit of the City of West Melbourne, Florida (the "City"). The City's Planning & Economic Development Director serves as the Executive Director of the CRA, and the CRA has entered into an Interlocal Agreement for the City to provide services to the CRA.

The CRA has presented its financial statements in accordance with the reporting model required by Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*.

The information contained in this MD&A is only a component of the entire financial statement report. Readers should take time to read and evaluate all sections of the report, including the footnotes and required supplementary information provided.

Financial Highlights

- The assets of the CRA exceeded its liabilities at the close of the most recent fiscal year by \$452,672 (net position).
- The CRA's total net position increased by \$425,966 from fiscal year 2020 activities.
- The CRA's intergovernmental revenues decreased in fiscal year 2019-2020 compared to fiscal year 2018-2019 as the Agency received grant revenues from the Florida Department of Transportation in 2018-2019 for \$212,270, the portion of the Agency's share of the cost of installing street lighting along U.S. Highway 192. This decrease was offset by a \$81,798 increase in TIF funding.

Overview of the Financial Statements

The CRA's financial statements are comprised of the 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements themselves.

West Melbourne – Brevard County Joint Community Redevelopment Agency Management's Discussion and Analysis

Government-wide financial statements

The CRA's government-wide financial statements provide readers with a broad overview of the CRA's finances in a manner similar to private-sector business. In addition, the government-wide statements are prepared using the accrual basis of accounting. The Statement of Net Position presents information on the CRA's assets and liabilities, with the difference between them reported as net position.

The *Statement of Activities* (operating statement) presents information showing how the CRA's net position changed during the most recent fiscal year. All changes in revenues are reported as soon as underlying events giving rise to the change occur regardless of the timing of related cash flows. The expenses are reported as incurred. Therefore, revenue and expenses for some items will only result in cash inflows/outflows in future fiscal periods

The CRA's government-wide financial statements present functions of the CRA that are principally supported by tax increment financing (governmental activities). The governmental activities of the CRA include general governmental activities of the CRA and community development. The CRA has no business-type activities.

The CRA's government-wide financial statements are found beginning on pages 15-16 of this report.

Fund Financial Statements

The governmental fund financial statements provide readers with an overview of each fund and its related function in a traditional format. A fund is a grouping of related accounts that maintain control over resources that are segregated for specific activities or objectives. The CRA, like other state and local governments, uses fund accounting to ensure and demonstrate legal compliance with finance-related legal requirements.

Governmental funds

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

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

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Management's Discussion and Analysis**

The CRA adopts an annual appropriated budget. The budgetary comparison schedule provided demonstrates compliance with the budget and provides an analysis of significant budgetary variances (both original budget versus the final amended budget, if applicable).

The CRA’s governmental fund financial statements can be found on pages 17 – 18 of this report.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents *required supplementary information* concerning the CRA’s budgetary compliance. The required supplementary information can be found on pages 28-30 of this report.

Government-wide Financial Analysis

As noted earlier, net position over time, may serve as a useful indicator of an Agency’s financial position. In the case of the CRA, assets exceeded liabilities by \$452,672 at the close of the most recent fiscal year.

The following table reflects the condensed statement of net position:

Summary of Net Position

	Governmental Activities	
	2020	2019
Cash and cash equivalents	\$ 952,672	\$ 626,706
Total assets	<u>952,672</u>	<u>626,706</u>
Advances from other funds-current	100,000	100,000
Advances from other funds-long-term	400,000	500,000
Total liabilities	<u>500,000</u>	<u>600,000</u>
Net position		
Restricted for Community Development	452,672	26,706
Total net position	<u>\$ 452,672</u>	<u>\$ 26,706</u>

The CRA’s total net position increased by \$425,966.

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Management's Discussion and Analysis**

Statement of Activities

The following table reflects the Statement of Activities for the current and prior year:

	Governmental Activities	
	2020	2019
Revenues		
Intergovernmental	\$ 426,386	\$ 556,858
Total revenues	<u>426,386</u>	<u>556,858</u>
Expenditures		
Economic environment	<u>420</u>	<u>175</u>
Total expenditures	<u>420</u>	<u>175</u>
Excess of revenues over expenditures	425,966	556,683
Fund balance (deficit), beginning of year	<u>26,706</u>	<u>(529,977)</u>
Total net position	<u>\$ 452,672</u>	<u>\$ 26,706</u>

Financial Analysis of Governmental Funds

As noted earlier, the CRA uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The CRA’s intergovernmental revenues decreased in fiscal year 2019-2020 compared to the fiscal year 2018-2019 as the Agency received grant revenues from the Florida Department of Transportation in 2018-2019 totaling \$212,270, the portion of the Agency’s share of the cost of installing street lighting along U.S. Highway 192. This decrease was offset by a \$81,798 increase in TIF funding.

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

Economic Factors and Next Year’s Budgets and Rates

The following economic factors currently affect the CRA and were considered in developing the 2020-2021 fiscal year budget.

- The West Melbourne-Brevard County Joint Community Redevelopment Agency land area consists of 836 acres along three arterial roadway corridors - New Haven Avenue, Wickham Road and Ellis Road. Approximately eighty percent of the land area is within the city limits of the City of West Melbourne and twenty percent is in unincorporated Brevard County.
- During fiscal year 2020, taxable values in the project area increased by 8.6%.

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Management's Discussion and Analysis**

- As of September 2020, the unemployment rate in the United States was 7.8%. For the State of Florida, unemployment was 6.4%, an increase from 3.2% a year earlier. For Brevard County, the unemployment rate was 5.2% as reported by the Florida Department of Economic Opportunity. It is expected that the unemployment rate for Brevard County will decline somewhat but not significantly change in 2021 because of lingering effects of COVID-19 on certain high risk businesses, including restaurant and smaller retail businesses located within the boundaries of the CRA.
- The millage rate for the City of West Melbourne used in the calculation of the tax increment payment to the CRA was 2.6017 for fiscal year 2019 – 2020, unchanged from the fiscal year 2018 – 2019 millage rate of 2.6017. The millage rate for Brevard County used in the calculation of the tax increment payment to the CRA was 3.8196, a decrease from the fiscal year 2018-2019 millage rate of 3.9456. It is anticipated that under the terms of the April 10, 2018 Interlocal Agreement concerning Brevard County's tax increment funding of the CRA, the fiscal year 2020-2021 County payment to the Agency will equal the City's payment

All of these factors were considered in preparing the City's budget for the fiscal year ending September 30, 2021.

Requests for Information

This financial report is designed to provide a general overview of the CRA's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the City of West Melbourne, Attention: Planning & Economic Development Director, 2240 Minton Road, West Melbourne, Florida, 32904.



THIS PAGE IS INTENTIONALLY LEFT BLANK.

BASIC FINANCIAL STATEMENTS



THIS PAGE IS INTENTIONALLY LEFT BLANK.

**West Melbourne – Brevard County
 Joint Community Redevelopment Agency
 Statement of Net Position – Government-wide**

<i>September 30, 2020</i>	Governmental Activities
<hr/>	
ASSETS	
Cash and cash equivalents	\$ 952,672
Total assets	952,672
<hr/>	
LIABILITIES	
Advances from other funds - current	100,000
Advances from other funds - long-term	400,000
Total liabilities	500,000
<hr/>	
NET POSITION	
Restricted for:	
Community development	452,672
Total net position	\$ 452,672
<hr/> <hr/>	

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

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Statement of Activities – Government-wide**

For the year ended September 30, 2020

Functions/Programs	Program Revenues			Net (Expense) Revenue and Change in Net Position
	Charges for Expenses	Operating Grants and Services Contributions	Capital Grants and Contributions	
Primary Government				
Governmental activities:				
Economic environment	\$ 420	\$ -	\$ -	\$ (420)
Total governmental activities	\$ 420	\$ -	\$ -	\$ (420)

General revenues:	
Intergovernmental	426,386
Total general revenues	426,386
Change in net position	425,966
Net position, beginning of year	26,706
Net position, end of year	\$ 452,672

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

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Balance Sheet – Governmental Fund**

Community
Redevelopment
Agency

September 30, 2020

ASSETS

Cash and cash equivalents	\$	952,672
Total assets		952,672

LIABILITIES AND FUND BALANCE

Liabilities		
Advance from other funds - current		100,000
Due to other governments		400,000
Total liabilities		500,000
Fund balance:		
Restricted for:		
Community development		452,672
Total fund balances		452,672
Total liabilities and fund balances	\$	952,672

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

**West Melbourne – Brevard County
 Joint Community Redevelopment Agency
 Statement of Revenues, Expenditures and Changes in Fund Balances –
 Governmental Fund**

Community
 Redevelopment
 Agency

For the year ended September 30, 2020

Revenues

Intergovernmental	\$	426,386
Total revenues		426,386

Expenditures

Current:		
Economic environment		420
Total expenditures		420
Excess of revenues over expenditures		425,966

Net change in fund balances		425,966
Fund balances, beginning		26,706
Fund balances, ending	\$	452,672

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Notes to Financial Statements**

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The West Melbourne – Brevard County Joint Community Redevelopment Agency (the “Agency”), a component unit of the City of West Melbourne, Florida (the “City” and “Primary Government”), was created to promote the rehabilitation, conservation and/or redevelopment of the Community Redevelopment Area (the “Area”). The Agency was established by the City of West Melbourne, Florida City Council (“City Council”) via Ordinance 2012-19 in July 2012. The Agency is a legal entity, separate, distinct, and independent of the City. The Agency is governed by a board comprised of eight commissioners, seven of whom also serve as members of the City Council and one Brevard County Commissioner. The Agency does not exercise control over other governmental agencies or authorities.

Revenue sources for the Agency consist primarily of City and County increment financing from property taxes and grants. Any bond issue authorizations are approved by the City Council and the legal liability for the general obligation portion of the Agency’s debt remains with the primary government.

The accompanying financial statements present only the operations of the Agency and are not intended to present the financial position and results of the City of West Melbourne, Florida. Complete financial statements for the City of West Melbourne, Florida may be obtained at the City’s administrative offices located at:

2240 Minton Road
West Melbourne, Florida 32904

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. *Governmental activities* are those which normally are supported by taxes and intergovernmental revenues.

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

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Notes to Financial Statements**

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured, such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

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. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period, except for federal, state, local or private grants or awards, for which the period is 4 months. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues in the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 4 months of year end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 4 months of year end). All other revenue items are considered to be measurable and available only when cash is received by the Agency.

Government-Wide Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from the governmental fund. Separate financial statements are provided for the governmental fund.

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Notes to Financial Statements**

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Fund Financial Statements

The fund financial statements provide information about the Agency's fund. The emphasis of fund financial statements is on the major governmental fund.

The Agency reports the following major governmental fund:

- The *West Melbourne-Brevard County Joint Community Redevelopment Agency Fund ("Community Redevelopment")* is used to account for tax increment revenues derived from taxable real property within the geographic boundaries of the community redevelopment area to finance development within that area.

Budgetary Information

The Agency has elected, as permitted by Section 2400: *Budgetary Reporting* of the GASB Codification, to disclose all budgetary information in the notes to the required supplementary information.

Assets, Deferred Outflows, Liabilities, Deferred Inflows and Net Position or Equity

Cash and Cash Equivalents

The Agency's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Interfund Activities and Transactions

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" within the fund financial statements. Long-term borrowings between funds are classified as "advances to other funds" or "advances from other funds" in the fund financial statements.

Interfund transactions are reflected as services provided, reimbursements, or transfers. Services provided, deemed to be at or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when a fund incurs a cost, charges the appropriate benefitting fund, and reduces its related costs as a reimbursement. All other interfund transactions are treated as transfers.

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position.

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Notes to Financial Statements**

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Deferred Outflows, Liabilities, Deferred Inflows and Net Position or Equity (Continued)

Categories and Classification of Fund Equity

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

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

Fund balance polices – Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The Agency itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The provisions of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, specifies the following classifications:

Nonspendable Fund Balance – Nonspendable fund balances are amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. "Not in spendable form" includes items that are not expected to be converted to cash (inventories, prepaid expenditures) and items such as the long-term amount of interfund advances, property acquired for resale, as well as unrealized gains.

Restricted Fund Balance – Restricted fund balances are restricted when constraints placed on the use of resources are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the Agency’s highest level of decision-making authority. The Agency Board is the highest level of decision-making authority for

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Notes to Financial Statements**

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Deferred Outflows, Liabilities, Deferred Inflows and Net Position or Equity (Continued)

the Agency that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance.

Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (e.g., the adoption of another ordinance) to remove or revise the limitation.

Assigned Fund Balance – Amounts in the assigned fund balance classification are intended to be used by the Agency for specific purposes but do not meet the criteria to be classified as committed. The authority to assign fund balance lies with the Agency Board and may occur through the budget process or formal action. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Unassigned Fund Balance – Unassigned fund balance is the residual classification for a fund balance not meeting criteria to be reported as nonspendable, restricted, committed, or assigned.

Restricted amounts shall be spent first unless there are legal documents/contracts prohibiting this, such as grant agreements. Further, the order of priority shall be Committed Fund Balance, followed by Assigned Fund Balance, and then Unassigned Fund Balance when expenditures are incurred for purposes for which amounts in any of the classifications could be used.

Revenues and Expenditures/Expenses

Program revenues – Amounts reported as program revenues include, 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than program revenues.

Property tax increment – The Agency receives, from the City of West Melbourne and Brevard County, a portion of the property taxes collected by each within the 860-acre CRA project area. These tax increment financing (TIF) payments are established under Section 163.357, Florida Statutes and City Ordinance No. 2013-28. The County's TIF payments are limited under that Interlocal Agreement concerning Brevard County tax increment funding for the West Melbourne-Brevard County Joint Community Redevelopment Agency dated April 10, 2018.

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Notes to Financial Statements**

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make various estimates. Actual results could differ from those estimates.

Subsequent events

Management has evaluated subsequent events through the date the financial statements were available to be issued, February 25, 2021, and determined there were no events that occurred that required disclosure.

Recently issued accounting pronouncements

In June 2017, the GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021.

In June 2018, the GASB issued Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*. The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. The requirements of this Statement are effective for reporting periods beginning after December 15, 2020.

The Agency is currently evaluating the effects that these statements will have on its financial statements.

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Notes to Financial Statements**

Note 2: DETAILED NOTES ON ALL FUNDS

Deposits

The Agency pools its deposits with the Primary Government. At September 30, 2020, the Agency's carrying amount of cash deposits was \$952,672. As of September 30, 2020, \$250,000 of the Agency's bank balances was covered by Federal Depository Insurance Corporation (FDIC). Monies invested in amounts greater than the insurance coverage are secured by the qualified public depositories pledging securities with the State Treasurer in such amounts required by the Florida Security for Public Depositories Act. In the event of a default or insolvency of a qualified public depositor, the State Treasurer will implement procedures for payment of losses according to the validated claims of the Agency pursuant to Section 280.08, Florida Statutes.

Receivables

No allowances for doubtful accounts are maintained since all accounts receivable are considered collectible at September 30, 2020.

Property taxes (from which TIF payments are derived) are considered fully collected (96% of levy) during and prior to the end of the fiscal year. Therefore, no material amounts of property taxes are receivable as of September 30, 2020. There are no other reserves for receivables recorded by the Agency as of September 30, 2020.

Interfund Receivables, Payables and Transfers

Interfund balances – The composition of interfund balances as of September 30, 2020, is as follows:

	Advances from	
	Primary Government	Total
Current	\$ 100,000	\$ 100,000
Long-term	400,000	400,000
Total	\$ 500,000	\$ 500,000

Between the Primary Government and the CRA, the advances are interfund loans used for working capital for the CRA to begin operations. The amount is being repaid to the Primary Government over 10 years without interest, administration, or service charges.

Governmental Fund Balance

Fund balance is classified as nonspendable, restricted, committed, assigned and/or unassigned based primarily on the extent to which the Agency is bound to observe constraints imposed upon the use of the resources in the governmental funds. The Agency has \$452,672 in restricted fund balance at September 30, 2020.

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Notes to Financial Statements**

Note 3: RISK MANAGEMENT

Insurance

The Agency is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets, errors and omissions; worker's compensation, and natural disasters.

In fiscal year 2019-2020, the Agency was covered as part of the City's membership in the Florida Municipal Insurance Trust (the "Trust"). The Trust is a self-insurance program established to provide worker's compensation, property, and casualty coverage to participating units of local government in Florida pursuant to various provisions of Florida Statutes. The Trust's underwriting and vote-setting policies are established after consultation with an independent actuary. The Trust is non-assessable and therefore, the Agency has no liability for future deficits of the Trust, if any. For the City, only workers compensation is subject to audit, thus avoiding additional premium charges beyond policy expirations. The Agency has no employees.

There have been no significant reductions in insurance coverage during the fiscal year 2020. Also, there have been no settlements that exceeded insurance coverage for each of the past three fiscal years.

Litigation

Various other suits in the ordinary course of operations are pending against the Agency. While the ultimate effect of such litigation cannot be ascertained at this time, in the opinion of counsel for the Agency, the liabilities that may arise from such actions would not result in losses that would exceed the liability insurance limits in effect at the time the claim arose or otherwise materially affect the financial position of the Agency or results of operations.

Note 4: UNCERTAINTIES

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

**REQUIRED SUPPLEMENTARY INFORMATION OTHER THAN
MANAGEMENT'S DISCUSSION AND ANALYSIS**

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Schedule of Revenues, Expenditures and Changes in Fund Balances
Budget and Actual**

<i>For the year ended September 30, 2020</i>	Original Budget	Final Budget	Actual	Variance with Final Budget
Revenues				
Intergovernmental	\$ 426,400	\$ 426,400	\$ 426,386	\$ (14)
Total revenues	426,400	426,400	426,386	(14)
Expenditures				
Current:				
Economic environment	450	450	420	30
Debt service:				
Principal	100,000	100,000	-	100,000
Total expenditures	100,450	100,450	420	100,030
Excess of revenues over expenditures	325,950	325,950	425,966	100,016
Fund balances, beginning of year	26,706	26,706	26,706	-
Fund balances, end of year	\$ 352,656	\$ 352,656	\$ 452,672	\$ 100,016

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Budgetary Notes to Required Supplementary Information**

Note 1: BUDGETARY INFORMATION

An annual operating budget is adopted by the Agency's Board on a cash basis consistent with U.S. generally accepted accounting principles.

Budgets are adopted by the Agency's Board pursuant to state law using the following procedures:

- Budget preparation begins with the formulation of a budget calendar by the City Manager, which is distributed generally during April of each year.
- Workshops with the Agency's Board are then held regarding budget priorities.
- Budget instructions containing Agency's priorities are then distributed to department heads along with forms and worksheets.
- The Agency submits an initial expenditure budget proposal to the Finance Director during May of each year. The Finance Director prepares a proposed budget showing each program activity, purpose or object of expenditure for the past three years, the current years budget, and the next year's proposed budget.
- The City Manager reviews request, and then meets with Agency's Board, where proposed departmental budgets are amended.
- The City Manager and Finance Director prepare their final revenue estimates, which contain comparative and estimated data for each fund and revenue source, during June.
- The proposed budget is presented to the Agency's Board during June each year.
- The Agency Board considers a resolution adopting the official annual budget of the Agency during August of each year.
- The City Council considers the Agency budget after two public hearings held in September each year. After the budget is formally approved, budget documents are distributed to the County Commission within 10 days of adoption for budget implementation on October 1. During the fiscal year, the Finance Director monitors and reviews budgetary activities and prepares projections to be used to determine year-end cash balance and to prepare for the upcoming fiscal year budget.

Budgetary integration is established in the accounting records for management control purposes at the object of expenditure level, however, the City Charter establishes the level at which expenditures may not legally exceed the total Agency's appropriations. Therefore, the City Manager may, at any time, transfer appropriation amounts between line items, expenditure classifications, departments and funds without formal approval by the Agency Board.

However, any revisions that increase the total appropriations at the fund level of the Agency must be approved through amendment by the Agency Board.

**West Melbourne – Brevard County
Joint Community Redevelopment Agency
Budgetary Notes to Required Supplementary Information**

Note 2: ENCUMBRANCES

Open purchase orders and other commitments are recognized as expenditures in the period in which the actual goods or services are received and a liability is incurred. Encumbrances (e.g., purchase order, contracts) outstanding at year end for unfulfilled obligations are cancelled and reappropriated in the succeeding year's budget. Accordingly, there were no encumbrances outstanding at year end.

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 Chairman and Board Members
West Melbourne – Brevard County Joint Community Redevelopment Agency

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 West Melbourne – Brevard County Joint Community Redevelopment Agency, as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the West Melbourne – Brevard County Joint Community Redevelopment Agency's basic financial statements, and have issued our report thereon dated February 25, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the West Melbourne – Brevard County Joint Community Redevelopment Agency's internal control over financial reporting ("internal control") as a basis for designing 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 West Melbourne – Brevard County Joint Community Redevelopment Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the West Melbourne – Brevard County Joint Community Redevelopment 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 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be a material weakness. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the West Melbourne – Brevard County Joint Community Redevelopment 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 financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Carly Riggs & Ingram, L.L.C.

Melbourne, Florida

February 25, 2021

INDEPENDENT AUDITORS' MANAGEMENT LETTER

Honorable Chairman and Board Members
West Melbourne – Brevard County Joint Community Redevelopment Agency

Report on the Financial Statements

We have audited the financial statements of the West Melbourne – Brevard County Joint Community Redevelopment Agency (the "Agency") as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated February 25, 2021.

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 Florida Auditor General.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards* 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 Florida Auditor General. Disclosures in those reports, which are dated February 25, 2021, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no 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 legal authority of the City of West Melbourne, Florida and its component unit is disclosed in the footnotes. The West Melbourne – Brevard County Joint Community Redevelopment Agency has no component units.

Financial Condition

Section 10.554(1)(i)5.a. 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 or not the West Melbourne – Brevard County Joint Community Redevelopment Agency has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the West Melbourne – Brevard County Joint Community Redevelopment Agency did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the West Melbourne – Brevard County Joint Community Redevelopment 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 did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not 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, State and other granting agencies, the Agency Board Members, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Carly Riggs & Ingram, L.L.C.

Melbourne, Florida
February 25, 2021

INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH LOCAL GOVERNMENT INVESTMENT POLICIES

Honorable Chairman and Board Members
West Melbourne – Brevard County Joint Community Redevelopment Agency

We have examined the West Melbourne – Brevard County Joint Community Redevelopment Agency's (the "Agency") compliance with the requirements of Section 218.415, Florida Statutes, *Local Government Investment Policies*, during the year ended September 30, 2020. Management of the West Melbourne – Brevard County Joint Community Redevelopment Agency is responsible for the Agency's compliance with those requirements. Our responsibility is to express an opinion on the Agency's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the 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 judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

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

In our opinion, the Agency complied, in all material respects, with the requirements of Section 218.415, Florida Statutes, *Local Government Investment Policies*, during the year ended September 30, 2020.

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

Carr, Riggs & Ingram, L.L.C.

Melbourne, Florida
February 25, 2021



THIS PAGE IS INTENTIONALLY LEFT BLANK.



Carr, Riggs & Ingram, LLC
215 Baytree Drive
Melbourne, Florida 32940
(321) 255-0088
(321) 259-8648 (fax)
www.cricpa.com

INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH REDEVELOPMENT TRUST FUND

The Honorable Chairman and Board Members
West Melbourne – Brevard County Joint Community Redevelopment Agency

We have examined the West Melbourne – Brevard County Joint Community Redevelopment Agency's (the "Agency") compliance with the requirements of Section 136.387(6) and (7), Florida Statutes, Redevelopment Trust Fund Policies, during the year ended September 30, 2020. Management of the Agency is responsible for the Agency's compliance with the specified requirements. Our responsibility is to express an opinion on the Agency's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the 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 judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence 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 CRA complied, in all material respects, with the requirements of Sections 163.387(6) and 163.387(7), Florida Statutes, *Redevelopment Trust Fund*, during the year ended September 30, 2020.

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

Carr, Riggs & Ingram, LLC

Melbourne, Florida
February 25, 2021