

**WILDERNESS COAST  
PUBLIC LIBRARIES**

**ANNUAL FINANCIAL REPORT**

**For the Fiscal Year Ended September 30, 2019**

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## **FINANCIAL SECTION**



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## INDEPENDENT AUDITOR'S REPORT

To the Governing Board  
Wilderness Coast Public Libraries  
Monticello, Florida

### Report on the Financial Statements

We have audited the accompanying financial statements of Wilderness Coast Public Libraries (the District), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

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

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

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

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

### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Wilderness Coast Public Libraries, as of September 30, 2019, 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 and budgetary comparison information 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 March 18, 2020, on our consideration of the Wilderness Coast Public Libraries' 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 Wilderness Coast Public Libraries' internal control over financial reporting and compliance.



**POWELL & JONES**  
Certified Public Accountants  
March 18, 2020

## **WILDERNESS COAST PUBLIC LIBRARIES**

### **Management's Discussion and Analysis**

The management of the Wilderness Coast Public Libraries (the District) offers readers of our financial statements the following narrative overview and analysis of our financial activities for the year ended September 30, 2019.

#### **Basic Financial Statements**

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

#### **Condensed Financial Information**

Condensed financial information from the statements of Net Position and revenues of September 30, 2019, and revenues, expenses and changes in Net Position for the year then ended, follows:

	Governmental Activities	
	September 30,	
	2019	2018
<b>Net Position</b>		
Current assets	\$ 174,124	\$ 164,451
Capital assets	883	2,191
Total assets	<u>175,007</u>	<u>166,642</u>
Deferred outflows of resources	<u>88,701</u>	<u>32,284</u>
Current liabilities	20,613	(150)
Long-term liabilities	<u>274,730</u>	<u>278,122</u>
Total liabilities	<u>286,256</u>	<u>277,972</u>
Deferred inflows of resources	(40,191)	(280,313)
<b>Net position:</b>		
Invested in capital assets	883	2,191
Restricted for library operations	<u>(73,592)</u>	<u>(28,257)</u>
Total net assets	<u>\$ (72,709)</u>	<u>\$ (26,066)</u>

\$883 of the District's Net Position reflect its investment in capital assets (equipment). The District uses these capital assets to provide services; consequently, these assets are not available for future spending.

The negative balance of Net Position (\$72,709) reflects the District's net pension liability of \$252,599, which is required by GASB principles to be reported in the Statement of Net Assets. The pronouncement requires the District to report its pro-rata share of the Net Pension Liability relating to its participation in the Florida Retirement System on the Consortium's financial statements. Due to the fact that management does not anticipate being required to directly fund any portion of this deficit, this condition is not considered to be detrimental. Management anticipates that the Florida Retirement System will periodically adjust current contribution rates to fund the net pension liability.

A condensed version of the Statement of Activities follows:

	Fiscal Year Ended September 30,	
	2019	2018
<b>Change in Net Position</b>		
Operating revenue:		
Program revenues	\$ 297,421	\$ 317,179
General revenues	54	264
Total operating revenues	<u>297,475</u>	<u>317,443</u>
Operating expenses:		
Personnel services	228,420	203,916
Other	115,698	112,542
Total operating expenses	<u>344,118</u>	<u>316,458</u>
Change in net position	(46,643)	985
Net position - beginning of year	(26,066)	27,051
End of year net position	<u>\$ (72,709)</u>	<u>\$ 26,066</u>

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

Although the District's main operating grant is reasonably assured, the District continues to feel the tightening of the state's budget in state funding for special projects. Some of the state's federal grant funds and supplemental state financial assistance have been diverted to the statewide electronic library system now being implemented. The District continued to explore ways to reduce costs. At this time, no significant changes in operations are expected for the subsequent year.

## **CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide a general overview of the District's finances to all those with an interest in the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Ms. Pat Gilleland, Central Administrator, Wilderness Coast Public Libraries, P.O. Box 551, Monticello, FL 32345.

## **BASIC FINANCIAL STATEMENTS**

**WILDERNESS COAST PUBLIC LIBRARIES**

**STATEMENT OF NET POSITION**

SEPTEMBER 30, 2019

	<u>Governmental Activities</u>
<b>ASSETS</b>	
Cash	\$ -
Due from Wakulla County	157,531
Security deposit	500
Due from employees	171
Prepaid expenses	15,039
Capital assets, net of accumulated depreciation	883
Total assets	<u>174,124</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	<u>88,701</u>
<b>LIABILITIES</b>	
Accounts payable and accrued liabilities	18,596
Accrued retirement	2,017
Accrued compensated absences	22,131
Net pension liability	252,599
Total liabilities	<u>295,343</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<u>40,191</u>
<b>NET POSITION</b>	
Invested in capital assets	883
Restricted for library operations	(73,592)
Total net position	<u>\$ (72,709)</u>

See notes to financial statements.

**WILDERNESS COAST PUBLIC LIBRARIES**

**STATEMENT OF ACTIVITIES**

For the Fiscal Year Ended September 30, 2019

	Program Revenues	Net (Expense Revenue and Change in Net Position)	
	Expenses	Total	Governmental Activities
<b>Governmental activities:</b>			
Culture and recreation			
Personnel services	\$ 228,420	\$ 197,423	\$ (30,997)
Operating expenses	115,698	99,998	(15,700)
Total governmental activities	<u>\$ 344,118</u>	<u>\$ 297,421</u>	<u>(46,697)</u>
General revenues:			
Miscellaneous			54
Change in net position			(46,643)
Net position - October 1, 2018			(26,066)
Net position - September 30, 2019			<u>\$ (72,709)</u>

See notes to financial statements.

**WILDERNESS COAST PUBLIC LIBRARIES**

**GOVERNMENTAL FUND**

**BALANCE SHEET**

For the Fiscal Year Ended September 30, 2019

	<b>General Fund</b>
<b>Assets</b>	
Cash	\$ -
Due from Wakulla County	157,531
Prepaid expenses	15,039
Due from employees	171
Security deposit	500
Total assets	<b>\$ 173,241</b>
<b>Liabilities</b>	
Accounts payable and accrued liabilities	\$ 18,596
Accrued retirement	2,017
Total liabilities	<b>20,613</b>
<b>Fund balances</b>	
Assigned for unemployment claims	40,000
Unassigned	112,628
Total fund balances	<b>152,628</b>
Total liabilities and fund balance	<b>\$ 173,241</b>
Total fund balances reported above	<b>\$ 152,628</b>
Amounts reported for governmental activities in the statement of net assets are difference because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	883
Long-term liabilities are not due in the current period and, therefore are not reported in government funds	(274,730)
Deferred outflows of resources represent a consumption of fund equity that will be reported as an outflow of resources in a future period and therefore are not reported in the governmental funds.	88,701
Deferred inflows of resources represent an acquisition of fund equity that will be reported as an inflow of resources in a future period and therefore are not reported in the governmental funds.	(40,191)
Net assets of governmental activities	<b>\$ (72,709)</b>

See notes to financial statements.

**WILDERNESS COAST PUBLIC LIBRARIES**

**GOVERNMENTAL FUND**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

**For the Fiscal Year Ended September 30, 2019**

	<b>General Fund</b>
<b>REVENUES</b>	
Intergovernmental revenue	\$ 297,421
Miscellaneous	54
Total revenues	<u>297,475</u>
<b>EXPENDITURES</b>	
Current Expenditures	
Culture/recreation	
Personnel services	185,805
Operating expenses	114,390
Total expenditures	<u>300,195</u>
Deficit of revenues over expenditures	(2,720)
Fund balance at October 1, 2018	155,348
Fund balance at September 30, 2019	<u>\$ 152,628</u>

See notes to financial statements.

**WILDERNESS COAST PUBLIC LIBRARIES**

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND  
BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**

For the Fiscal Year Ended September 30, 2019

Net change in fund balances - total governmental funds	\$ (2,720)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.	
Current year depreciation	
	(1,308)
Some expenses reported in the statement of activities, do not require the use of current financial resources, therefore, are not reported as expenditures in govermental funds	
Net decrease in compensated absences	(7,219)
Net decrease in pension liability	<u>(31,126)</u>
	<u>(38,345)</u>
Recognition of certain obligations related to prior and subsequent periods are not recognized in governmental funds.	
Net change in deferred outflows	(13,319)
Net change in deferred inflows	<u>9,049</u>
	<u>(4,270)</u>
Change in net position of governmental activities	<u>\$ (46,643)</u>

See notes to financial statements.

## WILDERNESS COAST PUBLIC LIBRARIES

### NOTES TO FINANCIAL STATEMENTS

**September 30, 2019**

#### **NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of Wilderness Coast Public Libraries (the District) conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards, which along with the subsequent GASB pronouncements (Statements and Interpretations) constitutes GAAP for governmental units. The most significant of these accounting policies are described below.

**A. Financial Reporting Entity** – Wilderness Coast Public Libraries (the District) meets the criteria of an independent special district as defined in Section 189.403(3), *Florida Statutes*. The District was established under an interlocal agreement dated September 17, 1992 and currently operates as a single-function government under an amended interlocal agreement dated September 30, 1995 among Wakulla, Franklin, and Jefferson Counties to provide unified library services throughout the local service area. The District is administered by a governing board of directors, consisting of two members from each county participating in the interlocal agreement. There are no component units of the District.

#### **1. 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 the District's general fund activities. The Statement of Activities demonstrates the degree to which the direct expenses of the District's single-function activities are offset by program revenues. Program revenues consist of grants and contributions that are restricted to meeting the operational or capital requirements of the District. Interest and miscellaneous revenues not properly included among program revenues are reported as general revenues. Separate fund financial statements are also included for the District's general fund.

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

Basis of accounting refers to when revenues, expenditures, and related assets and liabilities are recognized in the accounts and reported in the financial statements. Government-wide financial statements are reported using 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. Grants are recognized as revenue as soon as all eligible requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected

within 30 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred and/or will be paid from expendable available financial resources.

### **3. Assets, Liabilities and Net Position**

**Cash** – Cash deposits consist of interest-bearing demand accounts which are entirely insured by the Federal Deposit Insurance Corporation (FDIC) or by collateral pursuant to the Public Depository Security Act of the State of Florida.

**Prepaid Expenses** – Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. Prepaid expenses consist primarily of prepaid insurance and service contracts. These items are considered expenditures/expenses over the term of the contract.

**Capital Assets** – Capital assets include furniture, fixtures, vehicles, software, and equipment and are reported in the government-wide financial statements. Capital assets are defined by Chapter 274.02, *Florida Statutes* as fixtures and other tangible personal property of a nonconsumable nature. The District maintains an administrative record of these assets. The District utilizes a \$1,000 threshold for capitalizing property, plant, and equipment for reporting purposes. Capital assets are recorded at cost, or estimated historical cost. Contributed assets are recorded at estimated fair market value at the time received. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Depreciation is calculated using the straight-line method over the estimated useful lives of the related assets and is recorded in the government-wide financial statements. The District's estimates of useful lives are five years for vehicles, computer equipment, and software and seven years for furniture, fixtures, and office equipment.

Capital assets used in governmental activities are not financial resources and are reported as capital outlay expenditures in the governmental fund financial statements.

**Compensated Absences Liability** – All permanent employees are granted annual leave based on the number of years of employment. Annual leave may be accumulated up to 240 hours. Sick leave is accumulated at the rate of eight hours for each full calendar month of continuous employment. Upon voluntary resignation or retirement, the employee can receive a cash benefit, based on the employee's current wage rate and the unused annual and sick leave, up to the maximum of 240 hours. Upon termination for violation of a policy or procedure or quitting without proper notice, any accumulated annual leave is forfeited.

All vested leave is accrued when incurred in the government-wide financial statements. The current portion is the amount estimated to be used in the following year. A liability for these amounts is reported in the governmental fund statements only if they have matured, for example, as a result of employee resignations and retirements, therefore, these amounts represent a reconciling item between the fund and the government-wide presentations.

**Net Position** – Net Position not invested in capital assets are classified as restricted Net Position because their use is restricted by the grant provider. It is the practice of the District to utilize unrestricted Net Position (interest earnings on non-grant funds) before restricted Net Position (grant funds).

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

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

"Total fund balances" of the District's governmental funds \$152,628 differs from "Net Position" of governmental activities (\$72,709) reported in the statement of Net Position. This difference primarily results from the long-term economic focus of the statement of Net Position versus the current financial resources focus of the governmental funds balance sheet.

#### **Capital Related Items**

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

Cost of capital assets	\$ 280,313
Accumulated depreciation	(279,430)
	<u>\$ 883</u>

#### **Long-term Liabilities**

Long-term liabilities applicable to governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities are reported in the statement of Net Position. Balances at September 30, 2019, were:

Accrued compensated absences	\$ (22,131)
Net pension liability	(252,599)
	<u>\$ (274,730)</u>

#### **Deferred outflows/inflows of resources**

Deferred outflows of resources represent a consumption of net position in a future period while deferred inflows of resources represent an acquisition of net position in a future period and accordingly, are not reported in the governmental fund statements. However, the statement of net position included those deferred outflows/inflows of resources.

Deferred outflows	\$ 88,701
Deferred inflows	(40,191)
	<u>\$ 48,510</u>

## Note 2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

### A. Explanation of Difference Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

	Total Governmental Funds	Capital Related Items	Deferred Inflows/Outflows	Long - Term Debt Transactions	Statement of Net Position
<b>ASSETS</b>					
Cash and cash equivalents	\$ (9,087)	\$ -	\$ -	\$ -	\$ (9,087)
Accounts receivable	-	-	-	-	-
Due from Wakulla County	157,531	-	-	-	157,531
Due from employees	171	-	-	-	171
Prepaid expenses	15,039	-	-	-	15,039
Security deposit	500	-	-	-	500
Capital assets - net	-	883	-	-	883
<b>Total assets</b>	<b>\$ 164,154</b>	<b>\$ 883</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 165,037</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>					
	-	-	88,701	-	88,701
<b>LIABILITIES AND FUND EQUITY</b>					
Current liabilities:					
Accrued liabilities	\$ 9,509	\$ -	\$ -	\$ -	\$ 9,509
Accrued retirement	2,017	-	-	-	2,017
Accrued compensated absences	-	-	-	22,131	22,131
Net pension Liability	-	-	-	252,599	252,599
<b>Total liabilities</b>	<b>11,526</b>	<b>-</b>	<b>-</b>	<b>274,730</b>	<b>286,256</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
	-	-	40,191	-	40,191
Fund equity/net position	152,628	883	48,510	(274,730)	(72,709)
<b>Total liabilities and fund equity/net position</b>	<b>\$ 164,154</b>	<b>\$ 883</b>	<b>\$ 88,701</b>	<b>\$ -</b>	<b>\$ 253,738</b>

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

The “net change in fund balances” for governmental funds (\$2,720) differs from the “change in Net Position” for governmental activities (\$46,643) reported in the statement of activities. The differences arise primarily from the long-term economic focus of the statement of activities versus the current financial resources focus of the governmental funds. The effect of the differences is illustrated below.

**Capital Related Items**

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

Capital outlay	\$ -
Depreciation expense	(1,308)
	<u>\$ (1,308)</u>

**Long-term Debt Transactions**

Some expenses reported in the statement of activities do not require the use of current financial resources, therefore, are not reported as expenditures in governmental funds.

Net increase in compensated absences	\$ (7,219)
Net increase in net pension liability	(31,126)
	<u>\$ (38,345)</u>

**Deferred outflows/inflows of resources**

Recognition of certain obligations related to prior and subsequent periods are not recognized in governmental funds.

Net decrease in deferred outflows	\$ (13,319)
Net decrease in deferred inflows	9,049
	<u>\$ (4,270)</u>

**Note 2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

**B. Explanation of Difference Between the Governmental Fund Operating Statements and the Statement of Activities**

	Total Governmental Funds	Capital Related Items	Deferred Inflows/Outflows	Long - Term Debt Transactions	Statement of Activities
<b>REVENUES</b>					
Intergovernmental	\$ 297,421	\$ -	\$ -	\$ -	\$ 297,421
Miscellaneous	54	-	-	-	54
<b>Total revenues</b>	<b>297,475</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>297,475</b>
<b>EXPENDITURES</b>					
Current expenditures:					
Culture/recreation					
Personnel Services	\$ 185,805	\$ -	\$ 4,270	\$ 38,345	\$ 228,420
Operating expenses	114,390	1,308		-	115,698
<b>Total expenditures</b>	<b>300,195</b>	<b>1,308</b>	<b>4,270</b>	<b>38,345</b>	<b>344,118</b>
Net change in fund balance	(2,720)	(1,308)	(4,270)	(38,345)	46,643
Fund balance at October 1, 2017	155,348	2,191	52,780	(236,385)	26,066
<b>Fund balance at October 1, 2018</b>	<b>\$ 152,628</b>	<b>\$ 883</b>	<b>\$ 48,510</b>	<b>\$ (274,730)</b>	<b>\$ 72,709</b>

### **NOTE 3. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**Budgetary Information** – An annual appropriated budget is adopted for the general fund on a basis consistent with GAAP. All annual appropriations lapse at the fiscal year end. Line item expenditures in excess of budget are authorized to the extent that the total budgetary category does not exceed total amounts budgeted for the category of the fund. Amendments to the budget must be approved by the Governing Board.

### **NOTE 4. CASH**

Cash deposits at September 30, 2019 consist of an interest-bearing demand account with a bank designated by the Florida Division of Treasury as a qualified public depository. At September 30, 2019, the bank balance was \$4,890.51.

**Custodial Credit Risk** – Custodial credit risk is the risk that, in the event of a bank failure to government's deposits may not be returned to it.

Qualified public depositories of public funds are required to provide collateral cash each month pursuant to Chapter 280.04, *Florida Statutes*. The collateral is held by the Florida Division of Treasury or other custodian with full legal rights maintained by the Florida Division of Treasury to transfer ownership. Any loss not covered by the pledged securities and deposit insurance would be assessed by the Florida Division of Treasury and paid by the other public depositories. The District's deposits are in a qualified depository and are considered fully insured or collateralized.

### **NOTE 5. CAPITAL ASSETS**

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

Depreciation of \$1,308 was charged to the Culture/Recreation function.

	<b>10/1/2018</b>			<b>9/30/2019</b>
	<b>Balance</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance</b>
Furniture, fixtures and equipment	\$ 280,313	\$ -	\$ -	\$ 280,313
Accumulated depreciation	(278,122)	(1,308)	-	\$ (279,430)
Governmental activities capital assets, net	<u>\$ 2,191</u>	<u>\$ (1,308)</u>	<u>\$ -</u>	<u>\$ 883</u>

### **NOTE 6. DUE FROM WAKULLA COUNTY**

Wakulla County acts as the host county for the District and provides fiduciary services on behalf of the District for a minimal fee. Grant funds received are deposited with Wakulla County. Transfers of cash to the District are made as needed to cover operating needs. Wakulla County will also advance funds to the District to alleviate cash flow problems as a result of the timing of receipts related to the bi-annual operating grant and/or cost reimbursement grants. At September 30, 2019 this amount was \$157,531.

## **NOTE 7. LONG-TERM OBLIGATIONS**

The following is a summary of changes in general long-term obligations during the fiscal year ended September 30, 2019:

	Balance at October 1, 2018	Increases	Decreases	Balance at September 30, 2019
Compensated absences	\$ 14,912	\$ 7,219		\$ 22,131
Net pension liability	<u>221,473</u>	31,126		252,599
	<u>\$ 236,385</u>	<u>\$ 38,345</u>	<u>\$ -</u>	<u>\$ 274,730</u>

Management estimates that all of the above liability for compensated absences will be used within one year. The liability for compensated absences is not reported on the fund balance sheet since it is not payable from available resources at September 30, 2019. Therefore, this amount represents a reconciling item between the fund and the government-wide presentations.

## **NOTE 8. COST-SHARING MULTIPLE EMPLOYER DEFINED BENEFIT PENSION PLANS FLORIDA RETIREMENT SYSTEM PENSION PLAN AND THE RETIREE HEALTH INSURANCE SUBSIDY PROGRAM**

### **Florida Retirement System**

**General Information** - All of the District's employees participate in the Florida Retirement System (FRS). As provided by Chapters 121 and 112, *Florida Statutes*, the FRS provides two cost sharing, multiple employer defined benefit plans administered by the Florida Department of Management Services, Division of Retirement, including the FRS Pension Plan ("Pension Plan") and the Retiree Health Insurance Subsidy ("HIS Plan"). Under Section 121.4501, *Florida Statutes*, the FRS also provides a defined contribution plan ("Investment Plan") alternative to the FRS Pension Plan, which is administered by the State Board of Administration ("SBA"). As a general rule, membership in the FRS is compulsory for all employees working in a regularly established position for a state agency, county government, district school board, state university, community college, or a participating city or special district within the State of Florida. The FRS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 121, *Florida Statutes*, and Chapter 60S, Florida Administrative Code. Amendments to the law can be made only by an act of the Florida State Legislature.

The State of Florida annually issues a publicly available financial report that includes financial statements and required supplementary information for the FRS. The latest available report may be obtained by writing to the State of Florida Division of Retirement, Department of Management Services, P.O. Box 9000, Tallahassee, Florida 32315-9000, or from the Web site: [www.dms.myflorida.com/workforce\\_operations/retirement/publications](http://www.dms.myflorida.com/workforce_operations/retirement/publications).

### **Pension Plan**

**Plan Description** - The Pension Plan is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program ("DROP") for eligible employees.

**Benefits Provided** - Benefits under the Pension Plan are computed on the basis of age, average final compensation, and service credit. For Pension Plan members enrolled before July 1, 2011, Regular class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life,

equal to 1.6% of their final average compensation based on the five highest years of salary, for each year of credited service. Vested members with less than 30 years of service may retire before age 62 and receive reduced retirement benefits. Special Risk Administrative Support class members who retire at or after age 55 with at least six years of credited service or 25 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% of their final average compensation based on the five highest years of salary, for each year of credited service. Special Risk class members (sworn law enforcement officers, firefighters, and correctional officers) who retire at or after age 55 with at least six years of credited service, or with 25 years of service regardless of age, are entitled to a retirement benefit payable monthly for life, equal to 3.0% of their final average compensation based on the five highest years of salary for each year of credited service. Senior Management Service class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 2.0% of their final average compensation based on the five highest years of salary for each year of credited service. Elected Officers' class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 3.0% (3.33% for judges and justices) of their final average compensation based on the five highest years of salary for each year of credited service.

For Plan members enrolled on or after July 1, 2011, the vesting requirement is extended to eight years of credited service for all these members and increasing normal retirement to age 65 or 33 years of service regardless of age for Regular, Senior Management Service, and Elected Officers' class members, and to age 60 or 30 years of service regardless of age for Special Risk and Special Risk Administrative Support class members. Also, the final average compensation for all these members will be based on the eight highest years of salary.

As provided in Section 121.101, *Florida Statutes*, if the member is initially enrolled in the Pension Plan before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is three percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of three percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by three percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

In addition to the above benefits, the DROP program allows eligible members to defer receipt of monthly retirement benefit payments while continuing employment with an FRS employer for a period not to exceed 60 months after electing to participate. Deferred monthly benefits are held in the FRS Trust Fund and accrue interest. There are no required contributions by DROP participants.

Contributions – Effective July 1, 2011, all enrolled members of the FRS, other than DROP participants, are required to contribute three percent of their salary to the FRS. In addition to member contributions, governmental employers are required to make contributions to the FRS based on state-wide contribution rates established by the Florida Legislature. These rates are updated as of July 1 of each year. The employer contribution rates by job class for the periods from October 1, 2018 through June 30, 2019 and from July 1, 2019 through September 30, 2019, respectively, were as follows: Regular—8.26% and 8.47%; Special Risk Administrative Support—34.98% and 38.59%; Special Risk—24.50% and 25.48% Senior Management Service—24.06% and 25.41%; Elected Officers—48.70% and 48.82%; and DROP participants—14.03% and 14.60%. These employer contribution rates include a 1.66% and 1.66% HIS Plan subsidy for the periods October 1, 2018 through June 30, 2019 and from July 1, 2019 through September 30, 2019, respectively.

The District's contributions, including employee contributions, to the Pension Plan totaled \$22,728 for the fiscal year ended September 30, 2019.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At September 30, 2019, the District reported a liability of \$207,492 for its proportionate share of the Pension Plan's net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2019. The District's proportionate share of the net pension liability was based on the District's 2018-19 fiscal year contributions relative to the 2017-18 fiscal year contributions of all participating members. At June 30, 2019, the District's proportionate share was 0.0006025% percent, which was an increase of 1.08% percent from its proportionate share measured as of June 30, 2018.

For the fiscal year ended September 30, 2019, the District recognized pension expense of \$35,396. In addition, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 12,307	\$ 129
Changes in assumptions	53,293	-
Net difference between projected and actual earnings on Pension Plan investments	-	11,480
Changes in proportion and differences between Board Pension Plan contributions and proportionate share of contributions	8,399	9,945
Board Pension Plan contributions subsequent to the measurement date	4,584	-
Total	<u>\$ 78,583</u>	<u>\$ 21,554</u>

The deferred outflows of resources related to the Pension Plan, totaling \$4,584 resulting from District contributions to the Plan subsequent to the measurement date, 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 Pension Plan will be recognized in pension expense as follows:

Fiscal Year Ending September 30	Amount
2020	\$ 19,020
2021	5,738
2022	13,863
2023	10,458
2024	2,697
Thereafter	669
	<b>52,445</b>

**Actuarial Assumptions** – The total pension liability in the July 1, 2018 actuarial valuation was determined using the following actuarial assumption, applied to all period included in the measurement:

Inflation	2.6%
Salary increases	3.25%, average, including inflation
Investment rate of return	6.9%, net of pension plan investment expense, including inflation

Mortality rates were based on the PUB-2010 base table, projected generationally with Scale MP-2018.

The actuarial assumptions used in the July 1, 2019, valuation were based on the results of an actuarial experience study for the period July 1, 2013 through June 30, 2018.

The long-term expected rate of return on Pension Plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. 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. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation (1)	Compound		
		Annual Arithmetic	Annual (Geometric)	Standard Deviation
Cash	1.00%	3.30%	3.30%	1.20%
Fixed income	18.00%	4.10%	4.10%	3.50%
Global equity	54.00%	8.00%	6.80%	16.50%
Real estate	10.00%	6.70%	6.10%	11.70%
Private equity	11.00%	11.20%	8.40%	25.80%
Strategic investments	6.00%	5.90%	5.70%	6.70%
Total	<b>100.00%</b>			
Assumed Inflation - Mean		2.60%	1.70%	

(1) As outlined in the Pension Plan's investment policy

Discount Rate - The discount rate used to measure the total pension liability was 6.9%. 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 the total pension liability is equal to the long-term expected rate of return.

Sensitivity of the District's Proportionate Share of the Net Position Liability to Changes in the Discount Rate - The following represents the District's proportionate share of the net pension liability calculated using the discount rate of 6.9%, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (5.9%) or one percentage point higher (7.9%) than the current rate:

	Current		
	1% Decrease 5.90%	Discount Rate 6.90%	1% Increase 7.90%
Board's proportionate share of the net pension liability	\$ 358,685	\$ 207,492	\$ 81,221

Pension Plan Fiduciary Net Position - Detailed information regarding the Pension Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan - At September 30, 2019, the District had \$2,017 in payables for outstanding contributions to the Pension Plan required for the fiscal year ended September 30, 2019.

### HIS Plan

Plan Description - The HIS Plan is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, *Florida Statutes*, and may be amended by the Florida legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided - For the fiscal year ended September 30, 2019, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month. To be eligible to receive these benefits, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

Contributions - The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended September 30, 2019, the HIS contribution for the period October 1, 2018 through June 30, 2019 and from July 1, 2019 through September 30, 2019 was 1.66% and 1.66%, respectively. The District contributed 100% of its statutorily required contributions for the current and preceding three years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or cancelled.

The District's contributions to the HIS Plan totaled \$2,724 for the fiscal year ended September 30, 2019.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions** – At September 30, 2019, the District reported a liability of \$45,107 for its proportionate share of the HIS Plan's net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2019. The District's proportionate share of the net pension liability was based on the District's 2018-19 fiscal year contributions relative to the 2018-19 fiscal year contributions of all participating members. At June 30, 2019, the District's proportionate share was .000403134 percent, which was an increase of 1.76% percent from its proportionate share measured as of June 30, 2018.

For the fiscal year ended September 30, 2019, the District recognized pension expense of \$35,396. In addition the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 548	\$ 55
Changes in assumptions	5,223	3,687
Net difference between projected and actual earnings on HIS Plan investments	29	-
Changes in proportion and differences between Board HIS Plan contributions and proportionate share of contributions	3,800	14,895
Board HIS Plan contributions subsequent to the measurement date	518	-
Total	<u>\$ 10,118</u>	<u>\$ 18,637</u>

The deferred outflows of resources related to the HIS Plan, totaling \$518 resulting from District contributions to the HIS Plan subsequent to the measurement date, 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 HIS Plan will be recognized in pension expense as follows:

Fiscal Year Ending September 30	Amount
2020	\$ (3,851)
2021	(3,082)
2022	(1,685)
2023	1,225
2024	(223)
Thereafter	(1,421)
	<u>\$ (9,037)</u>

Actuarial Assumptions – The total pension liability in the July 1, 2019, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.6%
Salary increases	3.25%, average, including inflation
Municipal bond rate	3.50%

Mortality rates were based on the Generational RP-2000 with Projection Scale BB tables.

The actuarial assumptions used in the July 1, 2019, valuation were based on the results of an actuarial experience study for the period July 1, 2013 through June 30, 2018.

Discount Rate - The discount rate used to measure the total pension liability was 3.50%. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the HIS Plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index.

Sensitivity of the District's Proportionate Share of the Net Position Liability to Changes in the Discount Rate - The following represents the District's proportionate share of the net pension liability calculated using the discount rate of 3.87%, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (2.87%) or one percentage point higher (4.87%) than the current rate:

	Current		
	1% Decrease 2.50%	Discount Rate 3.50%	1% Increase 4.50%
Board's proportionate share of the net pension liability	\$ 51,492	\$ 45,107	\$ 37,727

Pension Plan Fiduciary Net Position - Detailed information regarding the HIS Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan - At September 30, 2019, the District had no payable for outstanding contributions to the HIS Plan required for the fiscal year ended September 30, 2019.

### Investment Plan

The SBA administers the defined contribution plan officially titled the FRS Investment Plan. The investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, *Florida Statutes*, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. District employees participating in DROP are not eligible to participate in the Investment Plan. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular Class, Elected District Officers, etc.), as the Pension Plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.04 percent of payroll and by forfeited benefits of plan members.

For all membership classes, employees are immediately vested in their own contributions and are vested after one year of service for employer contributions and investment earnings. If an accumulated benefit obligation for service credit originally earned under the Pension Plan is transferred to the Investment Plan, the member must have the years of service required for Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to five years. If the employee returns to FRS-covered employment within the five-year period, the employee will regain control over their account. If the employee does not return within the five-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended September 30, 2019, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the District.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided; the member may either transfer the account balance to the Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

The District did not have any participants in the Investment Plan for the fiscal year ended September 30, 2019.

#### **NOTE 9. RISK MANAGEMENT**

**General Liability** – The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters for which the government carries commercial insurance.

**Unemployment Compensation** – The District is a self-insured employer with the State of Florida, Agency for Workforce Innovation, Division of Unemployment Compensation. As such, the Division of Unemployment Compensation process unemployment claims, pays the unemployment benefits to eligible claimants, and invoices the District for the benefits paid from the Florida Unemployment Compensation Fund. The District accounts for this liability by annually appropriating amounts equal to its estimated unemployment compensation liability for all employees in the event that the existence of the District is extinguished by the Florida Legislature. For fiscal year ended September 30, 2019, the District assigned \$40,000 for this contingent liability; however, no actual claims

were incurred.

#### **NOTE 10. OPERATING LEASES**

The District was committed under an operating lease for office space in Monticello, Florida through August 31, 2019. The District agreed to forego the use of a part of the office space on April 8, 2013, reducing the monthly lease payments from \$1,675 to \$1,475.

Total rent expenditures for the year ended September 30, 2019 were \$17,700. Upon expiration the lease has been continued on a month-by-month basis.

#### **NOTE 11. CONTINGENCIES**

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

The District receives a substantial amount of its funding from the State of Florida Department of State. A significant reduction in the level of this funding, if this were to occur, could have an adverse effect on the District's programs and activities.

#### **NOTE 12. FUND BALANCE CLASSIFICATION**

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

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

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

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

**Unassigned** – All other spendable amounts.

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

Assigned - unemployment claims	\$ 40,000
Unassigned	112,628
	<u>\$ 152,628</u>

**Required Supplementary Information**

**WILDERNESS COAST PUBLIC LIBRARIES**

**GENERAL FUND**

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

**For the Fiscal Year Ended September 30, 2019**

	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
<b>Revenues</b>			
Intergovernmental	\$ 320,605	\$ 297,421	\$ (23,184)
Miscellaneous revenue	125,217	54	(125,163)
<b>Total revenues</b>	<b>445,822</b>	<b>297,475</b>	<b>(148,347)</b>
 <b>Expenditures</b>			
Culture and recreation			
Personnel services	311,410	185,805	125,605
Operating expenses	128,912	114,390	14,522
Capital outlay	5,500	5,500	5,500
<b>Total expenditures</b>	<b>445,822</b>	<b>300,195</b>	<b>145,627</b>
 Change in fund balance	-	(2,720)	(2,720)
 Fund balance - October 1, 2018	<u>156,334</u>	<u>155,348</u>	<u>(986)</u>
 Fund balance - September 30, 2019	<u><b>\$ 156,334</b></u>	<u><b>\$ 152,628</b></u>	<u><b>\$ (3,706)</b></u>

**Notes:**

**Budgetary Information** - An annual appropriated budget is adopted for the general fund on a basis consistent with GAAP. All annual appropriations lapse at the fiscal year end. Line item expenditures in excess of budget are authorized to the extent that the total budgetary category does not exceed total amounts budgeted for the category of the fund. Amendments to the budget must be approved by the Governing Board.

**WILDERNESS COAST PUBLIC LIBRARIES**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**  
**For the Fiscal Year Ended September 30, 2019**

**A. Budgetary Information:**

An annual budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America for all funds. All annual appropriations lapse at fiscal year end.

The District generally follows these procedures in establishing the budgetary data for the governmental funds as reflected in the financial statements:

1. Prior to September 30, the Executive Director submits to the Governing Board a proposed operating budget for the fiscal year commencing the following October. The operating budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted following preliminary examination and revision of the proposed operating budget by the Governing Board.
3. After public hearings and necessary revisions have been completed, the budget is approved.
4. The legal level of budgetary control is the fund level.
5. Formal budgetary integration is employed as a management control device during the year for all funds of the District.

**REQUIRED SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF WILDERNESS COAST PUBLIC LIBRARY'S PROPORTIONATE SHARE OF NET PENSION LIABILITY**  
**FLORIDA RETIREMENT SYSTEM AND HEALTH INSURANCE SUBSIDY PROGRAM**  
**LAST 10 FISCAL YEARS\***

	2019	2018	2017	2016	2015	2014
District's proportion of the FRS net pension liability (asset)	0.000602500	0.000596076	0.000669886%	0.000680783%	0.000635441%	0.000635441%
District's proportionate share of the FRS net pension liability (asset)	\$ 207,492	\$ 179,541	\$ 198,148	\$ 171,898	\$ 82,076	\$ 46,455
District's proportion of the HIS net pension liability	0.000431340	0.000396177	0.000575244%	0.000590080%	0.000540284%	0.000574480%
District's proportionate share of the HIS net pension liability	<u>45,107</u>	<u>41,932</u>	<u>61,508</u>	<u>68,771</u>	<u>55,100</u>	<u>43,415</u>
District's proportionate share of the total net pension liability	<u>\$ 252,599</u>	<u>\$ 221,473</u>	<u>\$ 259,656</u>	<u>\$ 240,669</u>	<u>\$ 137,176</u>	<u>\$ 89,850</u>
District's covered-employee payroll	\$ 135,803	\$ 130,957	\$ 163,896	\$ 185,480	\$ 166,725	\$ 170,417
Districts' proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	186.00%	169.13%	158.43%	129.75%	82.28%	52.72%
Plan fiduciary net position as a percentage of the total pension liability	78.22%	79.86%	89.89%	79.36%	86.53%	90.67%

Note 1) The amounts presented for each year were determined as of the June 30 year end of  
the Florida Retirement System

\*GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled,  
only those years for which information is available is presented.

**REQUIRED SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF THE WILDERNESS COAST PUBLIC LIBRARIES' CONTRIBUTIONS**  
**FLORIDA RETIREMENT SYSTEM AND HEALTH INSURANCE SUBSIDY PROGRAM**  
**LAST 10 FISCAL YEARS\***

	2019	2018	2017	2016	2015	2014
Contractually required FRS contribution	\$ 19,090	\$ 17,708	\$ 17,354	\$ 19,021	\$ 17,087	\$ 8,812
Contractually required HIS contribution	2,288	217	5,387	3,364	2,277	1,175
Total Contractually Required Contributions	<u>21,378</u>	<u>17,925</u>	<u>22,741</u>	<u>22,385</u>	<u>19,364</u>	<u>9,987</u>
Contributions in relation to the contractually required contribution	(21,378)	(17,925)	(22,741)	(22,385)	(19,364)	(9,987)
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>				
District's covered-employee payroll	\$ 135,803	\$ 130,957	\$ 163,896	\$ 185,480	\$ 166,725	\$ 170,417
Contributions as a percentage of covered-employee payroll	15.74%	13.69%	13.88%	12.07%	11.61%	5.86%

\*GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, only those years for which information is available is presented.

**NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION**  
**WILDERNESS COAST PUBLIC LIBRARIES' PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**  
**AND REQUIRED CONTRIBUTIONS**  
**FLORIDA RETIREMENT SYSTEM AND HEALTH INSURANCE SUBSIDY PROGRAM**  
**For the Fiscal Year End September 30, 2019**

**Net Pension Liability**

The components of the collective net pension liability of the participating employers for each defined benefit plan for the measurement date of September 30, 2019, are shown below (in thousands):

	<b>FRS</b>	<b>HIS</b>
Total pension liability	\$ 198,012,334	\$ 11,491,044
Plan fiduciary net position	(163,573,726)	(302,045)
	<hr/> <u>\$ 34,438,608</u>	<hr/> <u>\$ 11,188,999</u>
Plan fiduciary net position as a percentage of the total pension liability	82.61%	2.63%

The total pension liability for each plan was determined by the plans' actuary and reported in the plans' valuations dated July 1, 2019. The fiduciary net position used by the actuary to determine the net pension liability (as shown above) was determined on the same basis used by the plan. The fiduciary net position is reported in the financial statements and the net pension liability is disclosed in the notes to the financial statements. Update procedures were not used.

The HIS actuarial valuation was prepared as of July 1, 2019. The fiduciary net position used by the actuary to determine the net pension liability (as shown above) was determined on the same basis used by the Plan. The fiduciary net position is reported in the financial statements and the net pension liability is disclosed in the notes to the financial statements. Update procedures were not used.

**Basis for Allocation**

The employer's proportionate share reported in the pension allocation schedules was calculated using accrued retirement contributions related to the reporting periods included in the System's fiscal years ending June 30, 2014, 2015, 2016, 2017, 2018, and 2019, respectively, for employers that were members of the FRS and HIS during those fiscal years. For fiscal year 2019, in addition to contributions from employers the required accrued contributions for the Division (paid on behalf of the Division's employees who administer the Plans) were allocated to each employer on a proportionate basis. The Division administers the Plans, and therefore, cannot allocate a portion of the liability to itself. Although GASB 68 encourages the use of the employers' projected long-term contribution effort to the retirement plan, allocating on the basis of historical employer contributions is acceptable. The aggregate employer contribution amounts for each fiscal year agree to the employer contribution amounts reported in the system's CAFR for that fiscal year.

The proportion calculated based on contributions for each of the fiscal years presented in the pension allocation schedules was applied to the net pension liability and other pension amounts

applicable for that fiscal year to determine each employer's proportionate share of the liability, deferred outflows of resources, deferred inflow of resources and associated pension expense.

For the purposes of the pension allocation schedules, pension amounts are allocated to reporting employers. The pension amounts of participating employers whose payrolls are reported and contributions are remitted by another entity are included in the reporting employer's amounts and will be allocated to the participating employer by the reporting employer.

### **Actuarial Methods and Assumptions**

Actuarial assumptions for both cost-sharing defined benefit plans are reviewed annually by the Florida Retirement System Actuarial Assumptions Conference. The FRS Pension Plan has a valuation performed annually. The HIS Program has a valuation performed biennially that is updated for GASB reporting in the year a valuation is not performed. The most recent experience study for the FRS Pension Plan was completed in 2014 for the period July 1, 2008 through June 30, 2013. Because the HIS Program is funded on a pay-as-you-go basis, no experience study has been completed for that 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 cost-sharing defined benefit plan was determined using the individual entry age actuarial cost method. Inflation increases for both Plans is assumed at 2.6%. Payroll growth, including inflation, for both Plans is assumed at 3.25%. Both the discount rate and the long-term expected rate of return used for FRS Pension Plan investments is 6.90%. The 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 calculating the total pension liability is equal to the long-term expected rate of return.

Because the HIS Program uses a pay-as-you-go funding structure, a municipal bond rate of 3.50% was used to determine the total pension liability for the program (Bond Buyer General Obligation 20-Bond Municipal Bond Index). Mortality assumptions for both Plans were based on the Generational RP-2000 with Projection Scale BB tables (refer to the valuation reports for more information – See Additional Financial and Actuarial Information).

The following changes in actuarial assumptions occurred in 2019:

- FRS: The long-term expected rate of return was decreased from 7.00% to 6.90%, and the active member mortality assumption was updated.
- HIS: The municipal bonds rate used to determine total pension liability was increased from 3.87% to 3.50%.

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

To the Governing Board  
Wilderness Coast Public Libraries  
Monticello, 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 the business-type activities and each major fund of the Wilderness Coast Public Libraries, as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Wilderness Coast Public Libraries' basic financial statements, and have issued our report thereon dated March 18, 2020.

**Internal Control Over Financial Reporting**

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

**Compliance and Other Matters** - As part of obtaining reasonable assurance about whether the Wilderness Coast Public Libraries' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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*.

This report is intended solely for the information and use of management and the Governing Board, the Auditor General of the State of Florida, and federal and state awarding agencies and pass-

through entities, and is not intended to be and should not be used by anyone other than these specified parties.

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

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

#### **Purpose of this Report**

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

*Powell & Jones*

**POWELL & JONES**  
Certified Public Accountants  
March 18, 2020

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

To the Governing Board  
Wilderness Coast Public Libraries  
Monticello, Florida

We have audited the basic financial statements of the Wilderness Coast Public Libraries (the District) as of and for the year ended September 30, 2019, and have issued our report thereon dated March 18, 2020. We have issued our Report on Compliance and on Internal Control Over Financial Reporting. That report, should be considered in conjunction with this management letter.

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

**PRIOR YEAR FINDINGS**

There were no reportable findings in the prior year.

**CURRENT YEAR FINDINGS**

There were no reportable findings in the current year.

**FINANCIAL COMPLIANCE MATTERS**

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

Financial Condition Assessment – As required by the *Rules of the Auditor General* [Sections 10.554(1)(i)5a and 10.556(7)], we applied financial condition assessment procedures. It is management's responsibility to monitor the entity's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information they provided.

We noted no deteriorating financial conditions as defined by Rule 10.557(4)(b).

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

## **CONCLUSION**

We very much enjoyed the challenge and experiences with this audit of the Libraries. We appreciate the helpful assistance of Libraries' staff in completing our audit and also the generally high quality of the Libraries' financial records and internal controls.

*Powell & Jones*

**POWELL & JONES**  
Certified Public Accountants  
March 18, 2020

## INDEPENDENT ACCOUNTANT'S REPORT

To the Governing Board  
Wilderness Coast Public Libraries

We have examined Wilderness Coast Public Libraries' (the District) compliance with Section 218.415, *Florida Statutes*, regarding the investment of public funds during the year ended September 30, 2019. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

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

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



**POWELL & JONES**  
Certified Public Accountants  
March 18, 2020

## **Communication with Those Charged with Governance**

To the Governing Board  
Wilderness Coast Public Libraries  
Monticello, Florida

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

### **Significant Audit Findings**

#### ***Qualitative Aspects of Accounting Practices***

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Wilderness Coast Public Libraries are described Note 1 to the financial statements. As described in Note 8 to the financial statements, the District changed accounting policies related to the recognition of their proportionate share of the net pension liability of the Florida Retirement System by adopting Statement of Governmental Accounting Standards (GASB statement) No. 68, Accounting and Financial Reporting for Pension Plans, in 2019. Accordingly, the cumulative effect of the accounting change as of the beginning of the year is reported in the statement of net position. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

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

#### ***Difficulties Encountered in Performing the Audit***

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

#### ***Corrected and Uncorrected Misstatements***

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

#### ***Disagreements with Management***

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

#### ***Management Representations***

We have requested certain representations from management that are included in the management representation letter dated March 18, 2020.

***Management Consultations with Other Independent Accountants***

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

***Other Audit Findings or Issues***

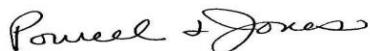
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses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

**Other Information in Documents Containing Audited Financial Statements**

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

This information is intended solely for the use of the Governing Board and management of Wilderness Coast Public Libraries, and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,



**POWELL & JONES**  
Certified Public Accountants  
March 18, 2020