

COLUMBIA COUNTY, FLORIDA

ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended September 30, 1999



Rowell S. Jones
Chief of Public Accounting

COLUMBIA COUNTY, FLORIDA

ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended September 30, 1999

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INTRODUCTORY SECTION

COLUMBIA COUNTY, FLORIDA
LIST OF PRINCIPAL OFFICIALS
September 30, 1999

<u>Title</u>	<u>Name</u>
Board of County Commissioners	
District I	Ronald Williams
District II	Dewey Weaver
District III	Zimmie Petty
District IV	Kenneth Witt
District V	James Montgomery
County Attorney	Marlin M. Feagle
Clerk of Circuit Court	P. DeWitt Cason
Property Appraiser	J. Doyle Crews
Sheriff	Frank Owens
Supervisor of Elections	Carolyn D. Kirby
Tax Collector	H. Ray Walker

FINANCIAL SECTION



POWELL & JONES
Certified Public Accountants

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Marian Jones Powell, CPA

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INDEPENDENT AUDITOR'S REPORT

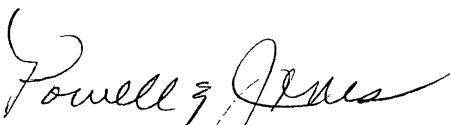
Honorable Board of
County Commissioners
And Constitutional Officers
Columbia County, Florida

We have audited the accompanying general purpose financial statements of Columbia County, Florida, as of and for the year ended September 30, 1999, as listed in the preceding table of contents. These general purpose financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards 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 general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Columbia County, Florida, as of September 30, 1999, and the results of its operations and cash flows of its proprietary fund type for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued a report dated August 4, 2000, on our consideration of the Columbia County, Florida's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.


POWELL & JONES
August 4, 2000

COLUMBIA COUNTY, FLORIDA

**COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS**

September 30, 1999

Proprietary Fund Type	Fiduciary Fund Type Trust and Agency Funds	Account Groups		Totals (Memorandum Only)
		General Fixed Assets Group	General Long-term Debt Group	
\$ 4,904,051	\$1,358,884	\$ -	\$ -	\$ 22,454,761
334,604	-	-	-	423,747
-	4,183	-	-	4,183
-	-	-	-	18,214
162,046	45,627	-	-	2,264,846
14,979	294	-	-	1,291,459
-	874	-	-	874
-	-	-	-	136,989
436,987	-	-	-	17,686,242
-	-	-	-	4,542
1,673,960	-	-	-	1,673,960
801,910	-	-	-	801,910
7,079,071	-	-	-	7,079,071
2,527,333	-	-	-	2,527,333
(4,919,097)	-	-	-	(4,919,097)
-	-	1,909,061	-	1,909,061
-	-	12,200,661	-	12,200,661
-	-	31,084,352	-	31,084,352
-	-	4,918,520	-	4,918,520
-	-	16,960,774	-	16,960,774
-	-	-	-	46,183
314,035	-	-	-	479,247
-	-	-	16,113,960	16,113,960
<u>\$13,329,879</u>	<u>\$1,409,862</u>	<u>\$ 67,073,368</u>	<u>\$ 16,113,960</u>	<u>\$135,161,792</u>
\$ 40,707	\$ -	\$ -	\$ -	\$ 1,497,893
-	56,559	-	-	56,559
-	34,323	-	-	34,323
134,594	528,876	-	-	2,264,846
-	603,242	-	-	621,557
-	6,991	-	-	6,991
74,729	19,008	-	-	93,737
-	-	-	-	10,528
32,471	-	-	-	32,471
-	103,479	-	-	123,587
-	-	-	-	141,785
-	57,384	-	-	58,663
76,635	-	-	-	76,635
35,000	-	-	-	35,000
300,000	-	-	-	300,000

(continued)

COLUMBIA COUNTY, FLORIDA

**COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS**

September 30, 1999

Proprietary <u>Fund Type</u>	Fiduciary <u>Fund Type</u>	<u>Account Groups</u>		<u>Totals</u> <u>(Memorandum</u> <u>Only)</u>
		<u>General</u> <u>Fixed</u> <u>Assets Group</u>	<u>General</u> <u>Long-term</u> <u>Debt Group</u>	
Enterprise <u>Fund</u>	Trust and Agency <u>Funds</u>			
\$ -	\$ -	\$ -	\$ 751,455	\$ 751,455
108,747	-	-	978,820	1,087,567
-	-	-	13,237,000	13,237,000
-	-	-	1,146,698	1,146,685
4,975,000	-	-	-	4,975,000
1,792,740	-	-	-	1,792,740
<u>7,570,623</u>	<u>1,409,862</u>	<u>-</u>	<u>16,113,960</u>	<u>28,345,022</u>
-	-	-	-	18,214
506,174	-	-	-	506,174
-	-	-	-	33,965,932
-	-	-	-	-
5,253,082	-	-	-	5,253,082
-	-	-	-	-
-	-	67,073,368	-	67,073,368
5,759,256	-	<u>67,073,368</u>	-	<u>106,816,770</u>
<u>\$13,329,879</u>	<u>\$1,409,862</u>	<u>\$ 67,073,368</u>	<u>\$ 16,113,960</u>	<u>\$135,161,792</u>

COLUMBIA COUNTY, FLORIDA

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES

For the Fiscal Year Ended September 30, 1999

	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Debt Service Funds</u>	<u>Capital Projects Funds</u>	<u>Totals (Memorandum Only)</u>
EXPENDITURES (continued)					
Debt Service					
General government	\$ -	\$ 1,804	\$ 712,409	\$ 185,120	\$ 899,333
Public safety	-	28,291	-	-	28,291
Transportation	-	149,142	1,162,418	-	1,311,560
Economic environment	290,504	-	276,420	-	566,924
Total expenditures	<u>6,659,993</u>	<u>22,198,609</u>	<u>6,707,057</u>	<u>1,319,476</u>	<u>36,885,135</u>
Excess (deficiency) of revenues over expenditures	<u>9,622,113</u>	<u>(6,910,709)</u>	<u>(1,769,194)</u>	<u>(789,764)</u>	<u>152,446</u>
OTHER FINANCING SOURCES (USES)					
Interfund transfers in	-	9,555,073	-	39,638	9,594,711
Interfund transfers out	<u>(8,551,895)</u>	<u>(985,310)</u>	<u>(57,506)</u>	<u>-</u>	<u>(9,594,711)</u>
Total other financing sources (uses)	<u>(8,551,895)</u>	<u>8,569,763</u>	<u>(57,506)</u>	<u>39,638</u>	<u>-</u>
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	1,070,218	1,659,054	(1,826,700)	(750,126)	152,446
Fund balances at beginning of year	<u>6,183,487</u>	<u>8,383,246</u>	<u>17,803,780</u>	<u>1,461,186</u>	<u>33,831,699</u>
Fund balances at end of year	<u>\$ 7,253,705</u>	<u>\$10,042,300</u>	<u>\$15,977,080</u>	<u>\$ 711,060</u>	<u>\$33,984,145</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES BUDGET AND ACTUAL

GENERAL, SPECIAL REVENUE, DEBT SERVICE, AND CAPITAL PROJECTS FUNDS

For the Fiscal Year Ended September 30, 1999

Funds Variance Favorable (Unfavorable)	Debt Service Funds			Capital Projects Funds		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$ (33,508)	\$ 1,253,620	\$ 1,324,681	\$ 71,061	\$ -	\$ 10	\$ 10
(56,751)	-	-	-	-	-	-
466,186	486,724	2,810,061	2,323,337	300,000	300,000	-
236,645	-	8,557	8,557	-	-	-
192,995	-	-	-	-	-	-
555,925	635,000	794,564	159,564	216,804	229,702	12,898
<u>1,361,492</u>	<u>2,375,344</u>	<u>4,937,863</u>	<u>2,562,519</u>	<u>516,804</u>	<u>529,712</u>	<u>12,908</u>
56,998	461,644	811,473	(349,829)	-	-	-
249,300	-	-	-	-	-	-
122,256	-	-	-	-	-	-
4,046	-	-	-	739,880	319,888	419,992
18,115	-	-	-	-	-	-
-	-	-	-	-	-	-
63,851	-	-	-	-	-	-
(33,682)	14,465,916	3,744,337	10,721,579	-	-	-
(163,751)	-	-	-	-	-	-
(629,319)	-	-	-	1,115,000	814,468	300,532
2,026	-	-	-	-	-	-
-	-	-	-	-	-	-
73,217	-	-	-	-	-	-
-	-	712,409	(712,409)	183,967	185,120	(1,153)
(3,369)	-	-	-	-	-	-
(86,511)	1,147,318	1,162,418	(15,100)	-	-	-
-	-	276,420	(276,420)	-	-	-
<u>(326,823)</u>	<u>16,074,878</u>	<u>6,707,057</u>	<u>9,367,821</u>	<u>2,038,047</u>	<u>1,319,476</u>	<u>719,371</u>
<u>1,034,669</u>	<u>(13,699,534)</u>	<u>(1,769,194)</u>	<u>11,930,340</u>	<u>(1,522,043)</u>	<u>(789,764)</u>	<u>732,279</u>
(383,000)	-	-	-	-	39,638	39,638
525,629	-	(57,506)	(57,506)	-	-	-
<u>142,629</u>	<u>-</u>	<u>(57,506)</u>	<u>(57,506)</u>	<u>-</u>	<u>39,638</u>	<u>39,638</u>
1,177,298	(13,699,534)	(1,826,700)	11,872,834	(1,522,043)	(750,126)	771,917
-	17,803,780	17,803,780	-	1,461,186	1,461,186	-
<u>\$ 1,177,298</u>	<u>\$ 4,104,246</u>	<u>\$15,977,080</u>	<u>\$11,872,834</u>	<u>\$ (60,857)</u>	<u>\$ 711,060</u>	<u>\$ 771,917</u>

COLUMBIA COUNTY, FLORIDA

LANDFILL ENTERPRISE FUND

COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS

For the Fiscal Year Ended September 30, 1999

OPERATING EXPENSES (continued)

Landfill Recycling	
Personal services	
Regular salaries	\$ 45,645
FICA	3,481
Retirement	6,846
Life and health insurance	4,566
Total personal services	<u>60,538</u>
Operating expenses	
Insurance	7,720
Repair and maintenance	7,166
Operating supplies	593
Gas and oil	10,983
Total operating expenses	<u>26,462</u>
Total landfill recycling	<u>87,000</u>
Solid Waste Grants	
Grants and aids	
City of Lake City	33,079
Waste tire recycling	33,337
Total solid waste grant	<u>66,416</u>
Total operating expenses	<u>2,341,765</u>
Operating income	<u>754,510</u>
NONOPERATING REVENUES (EXPENSES)	
State grants	169,159
Interest earnings	272,153
Interest expense	(330,263)
Total nonoperating revenues (expenses)	<u>111,049</u>
Net income	865,559
Retained earnings, beginning of year	4,553,883
Prior period adjustment	<u>(166,360)</u>
Retained earnings, end of year	<u>\$5,253,082</u>

See accompanying notes to financial statements and accountant's report.

COLUMBIA COUNTY, FLORIDA

LANDFILL ENTERPRISE FUND

COMBINED STATEMENT OF CASH FLOWS

For the Fiscal Year Ended September 30, 1999

Reconciliation of Operating Income to Net Cash Provided by Operating Activities

Operating income	<u>\$ 754,510</u>
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation	1,033,737
(Increase) decrease in assets:	
Accounts receivable	(14,170)
Due from other governmental units	484
Increase (decrease) in liabilities:	
Accounts payable	(261,197)
Accrued compensated absences	347
Increase in estimated closure liability	<u>381,132</u>
Total adjustments	<u>1,140,333</u>
Net cash provided by operating activities	<u><u>\$1,894,843</u></u>

See accompanying notes to financial statements and accountant's report.

COLUMBIA COUNTY, FLORIDA

NOTES TO FINANCIAL STATEMENTS

For the Fiscal Year Ended September 30, 1999

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Columbia County, Florida have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

A. Reporting Entity

Columbia County, Florida (the "County") is a political subdivision of the State of Florida created under Section 1, Article VIII of the State Constitution. It is governed by an elected Board of County Commissioners (the "Board") which is governed by state statutes and regulations, and ordinances adopted by the Board. In addition, there are five Constitutional Officers who are separately elected, which include the Clerk of Circuit Court, Sheriff, Tax Collector, Property Appraiser, and the Supervisor of Elections. Pursuant to Florida Statutes, the Clerk of the Circuit Court for the County serves as clerk and accountant of the Board of County Commissioners. The Board currently has budgetary control, but not administrative control, over the activities for the other Constitutional Officers, some of whom have the authority and responsibility for collecting revenues within their areas of jurisdiction and remitting such collections to the Board.

In evaluating how to define the County, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in reporting entity was made by applying the criteria set forth in GAAP. The basic, but not the only, criterion for including a potential component unit within the reporting entity is the governing body's ability to exercise oversight responsibility. The most significant manifestation of this ability is financial interdependency. Other manifestations of the ability to exercise oversight responsibility include, but are not limited to, the selection of governing authority, the designation of management, the ability to significantly influence operations, and accountability for fiscal matters. A second criterion used in evaluating potential component units is the scope of public service. Application of this criterion involves considering whether the activity benefits the government and/or its citizens, or whether the activity is conducted within the geographic boundaries of the government and is generally available to its citizens. A third criterion used to evaluate potential component units for inclusion or exclusion from the reporting entity is the existence of special financing relationships, regardless of whether the government is able to exercise oversight responsibilities. Based upon the application of these criteria, the following is a brief review of each potential component unit addressed in defining the County's reporting entity:

County funds are classified into three categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types."

Governmental funds are used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The general fund is used to account for all activities of the general government not accounted for in some other fund.

Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds).

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. When these assets are held under the terms of a formal trust agreement, either a pension trust fund, a nonexpendable trust fund, or an expendable trust fund is used. Terms "nonexpendable" and "expendable" refer to whether or not the government is under an obligation to maintain the trust principal. Agency funds generally are used to account for assets that the government holds on behalf of others as their agent.

C. Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds and expendable trust funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

All proprietary funds, nonexpendable trust funds, and pension trust funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (i.e., net total assets) is segregated into contributed capital and retained earnings components. Proprietary fund type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in the net total assets.

The modified accrual basis of accounting is used by all governmental fund types and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The County considers most revenues as available if they are collected within sixty days after year end. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.

I. Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditures of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General Fund, Board-administered Special Revenue Funds, Capital Projects Funds, and the Enterprise Fund. Material encumbrances outstanding at year end, are reported as reservations of fund balances since they do not constitute expenditures or liabilities.

J. Fixed Assets

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group. All purchased fixed assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated fixed assets are valued at their estimated fair market value on the date 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. Improvements are capitalized over the remaining useful lives of the related fixed assets, as applicable.

Public domain ("infrastructure") general fixed assets consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems are not capitalized in the general fixed assets account group.

Assets in the general fixed assets account group are not depreciated. Depreciation of buildings, equipment and vehicles in the proprietary fund type is computed using the straight-line method.

As applicable, interest is capitalized on proprietary fund assets acquired with tax-exempt debt. The amount of interest to be capitalized is calculated by offsetting interest expense incurred from the date of the borrowing until completion of the project with interest earned on invested proceeds over the same period.

K. Compensated Absences

Compensated absences are absences for which employees will be paid, such as vacation and sick leave. A liability for compensated absences that are attributable to services already rendered and that are not contingent on a specific event that is outside the control of the government and its employees is accrued as employees earn the rights to the benefits. Compensated absences that relate to future services or that are contingent on a specific event that is outside the control of the government and its employees are accounted for in the period in which such services are rendered or such events take place.

In the governmental funds, compensated absences that are expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability in the fund that will pay for them. The remainder of the compensated absences liability is reported in the General Long-Term Debt Account Group.

In the proprietary funds, compensated absences are recorded as an expense and liability of the fund that will pay for them.

NOTE 2. LEGAL COMPLIANCE - BUDGETS

The Board uses the following procedures in establishing the budgetary data reflected in the financial statements.

1. Prior to July 15, the Clerk of Circuit Court, serving as Budget Officer, submits to the Board of County Commissioners a tentative budget for the fiscal year commencing October 1.
2. Public hearings are conducted by the Board of County Commissioners to obtain taxpayer comments.
3. Prior to September 30, the budget is legally enacted through passage of a resolution by the Board of County Commissioners.
4. The Board of County Commissioners is authorized to amend fixed appropriations by motion to the extent that appropriations do not exceed the total approved budget of the fund; or appropriate for the special purpose intended, reserves or unanticipated receipts. Various such amendments were made during the year. Appropriations lapse at year end. No supplemental appropriations were necessary during the year.
5. Formal budgetary integration is employed as a management control device in all governmental funds.
6. Governmental fund budgets are initially adopted on the modified accrual basis. The legally amended budgetary data presented in the accompanying financial statements for the fiscal year ending September 30, 1999, are shown on this basis of accounting. Therefore, the actual and budgetary data are on a comparable basis. The Enterprise Fund budgets are adopted on the accrual basis.
7. Legal control of the budget is exercised pursuant to applicable provisions of Florida Statutes.

NOTE 3. PROPERTY TAXES

All real and tangible personal property taxes are due and payable on November 1 of each year or as soon thereafter as the assessment roll is certified by the Property Appraiser. The Tax Collector mails to each property owner on the assessment roll a notice of taxes levied by the various governmental entities in the County. Taxes may be paid upon receipt of such notice with discounts at the rate of four percent (4%) if paid in the month of November, three percent (3%) if paid in the month of December, two percent (2%) if paid in the month of January, and one percent (1%) if paid in the month of February. Taxes paid during the month of March are without discount. All unpaid taxes on real and tangible personal property become delinquent on April 1 of the year following the year in which taxes were assessed. Procedures for collecting delinquent taxes, including applicable tax certificate sales, tax deed sales and tangible personal property seizure and sales are provided for by the laws of Florida. Collections of county, municipal and independent taxing district taxes, and remittances are accounted for in the Tax Collector's office. No material amounts or unpaid taxes were due at year end.

NOTE 4. DEPOSITS AND INVESTMENTS

Deposits with Financial Institutions - The County's cash at September 30, 1999, consists of legally authorized demand deposits in institutions which are certified as Qualified Public Depositories under the Florida Public Deposits Act. Therefore, the County's cash at September 30, 1999, is insured through the Bureau of Collateral Securities, Division of Treasury, State Department of Insurance.

Investments - Pursuant to Section 125.31, *Florida Statutes*, the Board of County Commissioners is authorized to invest surplus public funds in:

<u>Fund Type</u>	<u>Accounts and Notes Due From Individuals</u>	<u>Due from other Govern- mental Units</u>	<u>Total</u>
General	\$ 42	\$ 106,544	\$ 106,586
Special Revenue	107,315	425,021	532,336
Debt Service	-	744,621	744,621
Enterprise	334,604	14,979	349,583
Agency	5,057	294	5,351
	<u>\$ 447,018</u>	<u>\$1,291,459</u>	<u>\$ 1,738,477</u>

The County considers all of these receivables to be collectible and no allowance for uncollectibility has been provided in the financial statements. In addition to these receivables reflected on the balance sheet, the County has the following receivables that did not meet the criteria for revenue recognition at September 30, 1999:

Ambulance fees - In April, 1990, the County assumed operation of the county-wide rescue-ambulance service, including the patient billing operation. Although the County is actively attempting to collect these billed accounts, it is estimated that a substantial amount will not be collected. Receivables due from insurance programs have been recorded in the financial statements.

NOTE 6. CHANGES IN FIXED ASSETS

A summary of changes in the general fixed assets follows:

	<u>Balance October 1, 1998</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance September 30, 1999</u>
Land	\$ 1,909,061	\$ -	\$ -	\$ 1,909,061
Buildings	12,037,008	163,653	-	12,200,661
Improvements other than buildings	29,918,056	1,166,296	-	31,084,352
Construction in progress	1,217,620	3,700,900	-	4,918,520
Equipment	15,613,343	1,748,916	401,485	16,960,774
Total general fixed assets	<u>\$ 60,695,088</u>	<u>\$ 6,779,765</u>	<u>\$ 401,485</u>	<u>\$ 67,073,368</u>

The following is a summary of changes in fixed assets during the year for the enterprise fund:

	<u>Balance October 1, 1998</u>	<u>Net Additions (Deductions)</u>	<u>Balance September 30, 1999</u>
Land	\$ 801,910	\$ -	\$ 801,910
Equipment	2,505,773	21,560	2,527,333
Improvements other than buildings	7,079,071	-	7,079,071
	10,386,754	21,560	10,408,314
Less: accumulated depreciation	(3,885,360)	(1,033,737)	(4,919,097)
Net fixed assets	<u>\$ 6,501,394</u>	<u>\$(1,012,177)</u>	<u>\$ 5,489,217</u>

NOTE 7. CAPITAL LEASES

A. The Board of County Commissioners has the following installment payment agreements with Caterpillar Financial Services Corporation:

1. Purchase of a wheel tractor scraper costing \$255,448. The terms of the agreement require five annual payments of \$37,568, which includes interest of 5.85% and a balloon payment at the end of the lease term of \$108,747. At that time, the Board may also exercise its option to have the vendor repurchase the equipment for \$115,000.

September 30,	County Commission		Sheriff	Supervisor	Total
	Governmental	Enterprise		of Elections	
2000	\$ 129,180	\$ 87,177	\$ 6,438	\$ 1,804	\$ 224,599
2001	99,907	108,747	6,438	1,804	216,896
2002	191,070	-	6,438	1,804	199,312
2003	719,600	-	537	1,804	721,941
2004	-	-	-	150	150
Total minimum lease payments	1,139,757	195,924	19,851	7,366	1,362,898
Less: amount representing interest	185,637	10,542	1,480	1,037	198,696
Present value of future minimum lease payments	<u>\$ 954,120</u>	<u>\$ 185,382</u>	<u>\$18,371</u>	<u>\$ 6,329</u>	<u>\$1,164,202</u>

NOTE 8. LONG-TERM DEBT

Notes Payable

- A. The Board had a note payable to Community National Bank for the purchase of an office building rented to an insurance company. This original note of \$390,000 is payable in monthly installments of \$2,806, including interest at 6%. This note was fully paid during the current year.
- B. The Board had two notes with NationsBank, associated with the development of the County owned Florida Sports Hall of Fame and Tourist Information Center Complex. These loans are secured by proceeds of the Three Cent Tourist Development Tax levied by the County, and certain revenues of the complex. Details of these loans follow:

	Revenue Notes	
	A	C
Original amount	\$1,487,320	\$ 212,680
Current interest rate	6.59%	8.29%
Payment, monthly	\$ 11,037	\$ 1,846
Due date	04-23-2012	04-23-2012

On January 21, 1999, during the year, the County refinanced the Revenue Notes with a note to Columbia County Bank in the amount of \$1,170,000, with the same revenue pledge. The new loan will be repaid over 240 months at \$7,5612 per month, including interest at 4.75%. At that time, the accompanying Revenue Note "C" was fully paid by the County.

- C. On September 1, 1995, the County refinanced the Series 1994 Solid Waste Disposal Revenue Bonds with a fixed rate loan from the City of Gulf Breeze, Florida Local Government Loan program. The loan of \$6,090,000 is being repaid over a period of seventeen years with interest rates ranging from 3.70% to 5.90%. The debt is payable from the net revenues of the Solid Waste Disposal facility. Debt service is accounted for in the Landfill Enterprise Fund.

Annual debt service requirements to maturity for notes payable including interest of \$2,759,434, are as follows:

On April 15, 1996, the County also closed on a Revenue Term Bond in the amount of \$1,700,000. The proceeds were used to construct a manufacturing plant to be leased by the County to Homes of Merit, a mobile home manufacturing facility. The bonds are being repaid over a period of eleven years with an average interest rate of 7.23%. The debt is secured by the State Half-Cent Sales Tax revenue, but is being paid from lease revenue.

Debt service requirements to maturity including interest of \$651,862, are as follows:

Fiscal Year Ending <u>September 30,</u>	<u>Amount</u>
2000	\$ 186,079
2001	191,136
2002	190,752
2003	189,808
2004	188,505
Thereafter	<u>1,225,583</u>
	<u>\$ 2,171,862</u>

Changes in Long-Term Liabilities

During the year ended September 30, 1999, the following occurred in liabilities reported in the general long-term debt account group:

	Balance October 1, 1998	Additions	Retirements	Balance September 30, 1999
Compensated absences	\$ 605,131	\$ 146,324	\$ -	\$ 751,455
Capital leases	1,333,273	-	354,453	978,820
Notes payable	1,631,027	1,170,000	1,654,342	1,146,685
Revenue bonds payable	14,611,000	-	1,374,000	13,237,000
	<u>\$18,180,431</u>	<u>\$ 1,316,324</u>	<u>\$ 3,382,795</u>	<u>\$ 16,113,960</u>

Proprietary Debt

	Balance October 1, 1998	Additions	Retirements	Balance September 30, 1999
Compensated absences	\$ 32,134	\$ 347	\$ -	\$ 32,471
Capital leases	257,954	-	72,572	185,382
Notes payable	5,565,000	-	290,000	5,275,000
	<u>\$5,855,078</u>	<u>\$ 347</u>	<u>\$ 362,572</u>	<u>\$ 5,492,853</u>

NOTE 9. INTERFUND RECEIVABLES/PAYABLES

Balances at September 30, 1999, were:

<u>Fund</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General Fund	\$1,088,033	\$ 441,648
Special Revenue Funds:		
Community Development Block Grant 1994	30,336	-
Community Development Block Grant 1998	-	77,708
County Transportation Trust	-	88,800
Court Reporters	618	-
Fines and Forfeitures	70,852	-
Law Library	350	-
Municipal Services Benefit Unit	274,391	162,046
Municipal Services Special District	85,087	61,860
	<u>461,634</u>	<u>390,414</u>

eligible for normal retirement when they have met the minimum requirements for their specific class of membership. Early retirement may be taken any time after vesting; however, there is a 5% benefit reduction for each year prior to normal retirement age.

Benefits are computed on the basis of age, average final compensation, and service credit. Average final compensation is the average of the five highest fiscal years of earnings. Members may select one of four benefit options at retirement. The System also provides death and disability benefits.

Retirement coverage is employee noncontributory. Employers pay all contributions. Rates are based on class of membership. The contribution requirement for the year ended September 30, 1999, was \$1,888,114, which represents 17.46% of covered payroll.

The "actuarial accrued liability" is a standardized measure of the present value of pension benefits, adjusted for the effects of projected salary increases, estimated to be payable in the future as a result of employee service to date. The measure is the actuarial present value of credited projected benefits and is intended to help users (1) assess the Florida Retirement Systems' funding status on a going-concern basis, (2) assess progress in accumulating sufficient assets to pay benefits when due, and (3) make comparisons among Public Employee Retirement Systems. The measure is independent of and should not be confused with the actuarial funding method used to determine contributions to the System.

At June 30, 1999, the unfunded actuarial accrued liability for the State of Florida Retirement System, determined through an actuarial valuation performed as of that date was \$(9.220) billion as follows:

	<u>Billions</u>
Actuarial Accrued Liability	\$ 68,575
Actuarial Value of Assets	77,795
Unfunded Actuarial Accrued Liability	<u>\$ (9.220)</u>

Significant actuarial assumptions used include (a) a rate of return on the investment of present and future assets of 8 percent per year compounded annually; (b) projected salary increases of 6.25 percent per year compounded annually, attributable to inflation; and (c) additional projected salary increases of 3.00 percent per year.

The ten year historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is not presently available. Historical trend information, commencing with the fiscal year 1986-87, is presented in the Florida Retirement System's June 30, 1999, comprehensive annual financial report.

NOTE 12. NOTES RECEIVABLE AND RESERVE

The notes receivable balance of \$18,214 in the Community Development Block Grant Fund consists of the total of the principal value of rehabilitation loans granted to recipients through the HUD Community Development Block Grant Program. These notes have been equally offset by a fund balance reserve account because they do not represent available spendable resources. Included in the balance is a note receivable of \$8,925 upon which no payments have been made since its inception in December, 1979. The collectibility of these notes has not been determined by the County.

NOTE 13. RENTAL COMMITMENTS

The Board of County Commissioners is committed until September, 1999 under a lease for office space costing \$48,450 per year.

operations. Based on these inventory and related improvements already completed or in progress and documentation furnished by hardware and software providers, the County believes that the Year 2000 Issue will not pose significant operational problems for its computer systems.

NOTE 17. PRIOR PERIOD ADJUSTMENT

The beginning retained earnings of the Landfill Enterprise Fund for 1999 has been restated to adjust for the reclassification of a capital lease obligation to this enterprise fund. The restatement is as follows:

Beginning retained earnings, as previously stated	\$4,553,883
Adjustment	<u>(166,360)</u>
Beginning retained earnings, as restated	<u>\$4,387,523</u>

NOTE 18. DEFICIT FUND BALANCES

The following fund of Columbia County reflected the following deficit fund balance at September 30, 1999:

<u>Fund</u>	<u>Amount</u>
Road Improvement	\$108,790

The Board of County Commissioners intends to fund this deficit through transfers of non-restricted assets from other related funds of the Board of County Commissioners.

NOTE 19. CONSTRUCTION COMMITMENTS

During the year the County commenced the Courthouse Facilities improvement project, which initially consists of a new judicial complex and renovations to the existing Courthouse and Annex buildings. This total construction budget for these buildings is \$18,512,368. At year end contracts totaling \$10,982,229 had been awarded for the judicial complex, the first phase of the project, and \$3,744,337 has been expended during the year on these contracts. Subsequent to year end, \$4,286,584 in additional contracts had been awarded on this project.

This project will be fully financed from current funds on hand and subsequent collections of the County's State Half-Cent Sales Tax distributions.

NOTE 20. SUBSEQUENT EVENT

On February 18, 2000, subsequent to year end, the County issued Revenue Note Series 2000 in the amount of \$3,500,000 to SunTrust Bank. These funds will be utilized for the ongoing Courthouse Facilities Construction project. This note will be repaid over a six year period at an interest rate of 5.36%, and is secured by a subordinate pledge of the County's Half-Cent Sales Tax revenue.

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

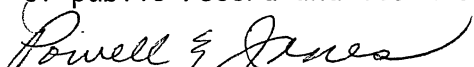
To the Board of County Commissioners and
Constitutional Officers
Columbia County, Florida

We have audited the component unit general purpose financial statements of Columbia County, Florida, as of and for the year ended September 30, 1999, and have issued our report thereon dated August 4, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance - As part of obtaining reasonable assurance about whether Columbia County, Florida's 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 these 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 that are required to be reported under *Government Auditing Standards*. However, we noted certain immaterial instances of noncompliance that we have reported to management of the Columbia County Board of County Commissioners and separate Constitutional Officers in separate letters in the component unit financial statement sections of this report.

Internal Control Over Financial Reporting - In planning and performing our audit, we considered the Columbia County, Florida's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to the management of the Columbia County Board of County Commissioners and separate Constitutional Officers in separate letters in the component unit financial statement sections of this report.

This report is intended for the information of management, the Columbia County Board of County Commissioners, Constitutional Officers, and federal and state awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.


POWELL & JONES
August 4, 2000

**COMPONENT UNIT FINANCIAL
STATEMENTS**



Florida Institute of Certified Public Accountants
1000 North West 15th Street, Suite 1000
Fort Lauderdale, Florida 33311

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Coral Gables, Florida 33134
305/755-4200
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INDEPENDENT AUDITOR'S REPORT

Honorable Board of County Commissioners
Columbia County, Florida

We have audited the accompanying component unit general purpose financial statements of the Columbia County Board of County Commissioners, the primary government of Columbia County, Florida, as of and for the year ended September 30, 1999, as listed in the preceding table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards 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 general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The component unit general purpose financial statements referred to above include only the financial activities of the primary government. Financial activities of other component units are not included.

In our opinion, the component unit general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Columbia County Board of County Commissioners, the primary government of Columbia County, Florida, as of September 30, 1999, and the results of its operations and cash flows of its proprietary fund type for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued a report dated August 4, 2000, on our consideration of the Columbia County Board of County Commissioners' internal control over financial reporting and our tests of its compliance with certain laws, regulations, contracts and grants.

COMBINED FINANCIAL STATEMENTS

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS

September 30, 1999

<u>Capital Projects Funds</u>	<u>Proprietary Fund Type</u> <u>Enterprise Fund</u>	<u>Account Groups</u>		<u>Totals (Memorandum Only)</u>
		<u>General Fixed Assets Group</u>	<u>General Long-term Debt Group</u>	
\$ 224,855	\$4,904,051	\$ -	\$ -	\$ 20,076,443
-	334,604	-	-	423,747
-	-	-	-	18,214
88,800	162,047	-	-	1,110,345
-	14,978	-	-	2,237,457
-	-	-	-	133,057
658,560	436,987	-	-	17,686,242
-	-	-	-	4,542
-	1,673,960	-	-	1,673,960
-	801,910	-	-	801,910
-	7,079,071	-	-	7,079,071
-	2,527,333	-	-	2,527,333
-	(4,919,097)	-	-	(4,919,097)
-	-	1,909,061	-	1,909,061
-	-	12,200,661	-	12,200,661
-	-	31,084,352	-	31,084,352
-	-	4,918,520	-	4,918,520
-	-	14,138,225	-	14,138,225
-	-	-	-	46,183
-	314,035	-	-	479,247
-	-	-	-	-
-	-	-	2,224,334	2,224,334
-	-	-	13,864,926	13,864,926
<u>\$ 972,215</u>	<u>\$13,329,879</u>	<u>\$ 64,250,819</u>	<u>\$ 16,089,260</u>	<u>\$129,718,733</u>
\$ 52,950	\$ 40,707	\$ -	\$ -	\$ 1,067,024
198,205	134,594	-	-	1,110,345
-	-	-	-	95,955
-	74,729	-	-	74,729
-	32,471	-	-	32,471
10,000	-	-	-	20,108
-	-	-	-	102,701
-	-	-	-	1,279
-	76,635	-	-	76,635
-	35,000	-	-	35,000
-	300,000	-	-	300,000

(continued)

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS

September 30, 1999

<u>Capital Projects Funds</u>	<u>Proprietary Fund Type</u> <u>Enterprise Fund</u>	<u>Account Groups</u>		<u>Totals (Memorandum Only)</u>
		<u>General Fixed Assets Group</u>	<u>General Long-term Debt Group</u>	
\$ -	\$ -	\$ -	\$ 751,455	\$ 751,455
-	108,747	-	954,120	1,062,867
-	-	-	13,237,000	13,237,000
-	-	-	1,146,685	1,146,685
-	4,975,000	-	-	4,975,000
-	1,792,740	-	-	1,792,740
<u>261,155</u>	<u>7,570,623</u>	<u>-</u>	<u>16,089,260</u>	<u>25,881,994</u>
-	506,174	-	-	506,174
711,060	-	-	-	31,454,674
-	-	-	-	2,371,990
-	5,253,082	-	-	5,253,082
-	-	-	-	-
-	-	64,250,819	-	64,250,819
<u>711,060</u>	<u>5,759,256</u>	<u>64,250,819</u>	<u>-</u>	<u>103,836,739</u>
<u>\$ 972,215</u>	<u>\$13,329,879</u>	<u>\$ 64,250,819</u>	<u>\$ 16,089,260</u>	<u>\$129,718,733</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES

For the Fiscal Year Ended September 30, 1999

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Projects Funds	Totals (Memorandum Only)
EXPENDITURES (continued)					
Debt Service					
General government	\$ -	\$ -	\$ 712,409	\$ 185,120	\$ 897,529
Public safety	-	21,553	-	-	21,553
Transportation	-	149,142	1,162,418	-	1,311,560
Economic environment	290,504	-	276,420	-	566,924
Total expenditures	<u>6,659,993</u>	<u>10,929,702</u>	<u>6,707,057</u>	<u>1,319,476</u>	<u>25,616,228</u>
Excess (deficiency) of revenues over expenditures	<u>9,622,113</u>	<u>2,579,749</u>	<u>(1,769,194)</u>	<u>(789,764)</u>	<u>9,642,904</u>
OTHER FINANCING SOURCES (USES)					
Interfund transfers in	-	-	-	39,638	39,638
Interfund transfers out	-	(39,638)	-	-	(39,638)
Interfund transfers to County Officers	(8,551,895)	(945,672)	(57,506)	-	(9,555,073)
Total other financing sources (uses)	<u>(8,551,895)</u>	<u>(985,310)</u>	<u>(57,506)</u>	<u>39,638</u>	<u>(9,555,073)</u>
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	<u>1,070,218</u>	<u>1,594,439</u>	<u>(1,826,700)</u>	<u>(750,126)</u>	<u>87,831</u>
Fund balances at beginning of year	6,183,487	8,290,379	17,803,780	1,461,186	33,738,832
Fund balances at end of year	<u>\$7,253,705</u>	<u>\$ 9,884,818</u>	<u>\$15,977,080</u>	<u>\$ 711,060</u>	<u>\$33,826,663</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL

GENERAL, SPECIAL REVENUE, DEBT SERVICE, AND CAPITAL PROJECTS FUND TYPES

For the Fiscal Year Ended September 30, 1999

Funds Variance Favorable (Unfavorable)	Debt Service Funds			Capital Projects Funds		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$ (33,508)	\$ 1,253,620	\$ 1,324,681	\$ 71,061	\$ -	\$ 10	\$ 10
(56,751)	-	-	-	-	-	-
466,186	486,724	2,810,061	2,323,337	300,000	300,000	-
139,135	-	8,557	8,557	-	-	-
192,995	-	-	-	-	-	-
538,614	635,000	794,564	159,564	216,804	229,702	12,898
<u>1,246,671</u>	<u>2,375,344</u>	<u>4,937,863</u>	<u>2,562,519</u>	<u>516,804</u>	<u>529,712</u>	<u>12,908</u>
(33,377)	461,644	811,473	(349,829)	-	-	-
135,600	-	-	-	-	-	-
122,256	-	-	-	739,880	319,888	419,992
4,046	-	-	-	-	-	-
18,115	-	-	-	-	-	-
63,851	-	-	-	-	-	-
385	14,465,916	3,744,337	10,721,579	-	-	-
(255,289)	-	-	-	-	-	-
(629,319)	-	-	-	1,115,000	814,468	300,532
2,026	-	-	-	-	-	-
73,217	-	-	-	-	-	-
-	-	712,409	(712,409)	183,967	185,120	(1,153)
-	-	-	-	-	-	-
(86,511)	1,147,318	1,162,418	(15,100)	-	-	-
-	-	276,420	(276,420)	-	-	-
<u>(585,000)</u>	<u>16,074,878</u>	<u>6,707,057</u>	<u>9,367,821</u>	<u>2,038,847</u>	<u>1,319,476</u>	<u>719,371</u>
661,671	(13,699,534)	(1,769,194)	11,930,340	(1,522,043)	(789,764)	732,279
-	-	-	-	-	39,638	39,638
-	-	-	-	-	-	-
525,629	-	(57,506)	(57,506)	-	-	-
<u>525,629</u>	<u>-</u>	<u>(57,506)</u>	<u>(57,506)</u>	<u>-</u>	<u>39,638</u>	<u>39,638</u>
1,187,300	(13,699,534)	(1,826,700)	11,872,834	(1,522,043)	(750,126)	771,917
-	17,803,780	17,803,780	-	1,461,186	1,461,186	-
<u>\$ 1,187,300</u>	<u>\$ 4,104,246</u>	<u>\$15,977,080</u>	<u>\$11,872,834</u>	<u>\$ (60,857)</u>	<u>\$ 711,060</u>	<u>\$ 771,917</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

LANDFILL ENTERPRISE FUND

COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS

For the Fiscal Year Ended September 30, 1999

OPERATING EXPENSES (continued)

Landfill Recycling	
Personal services	
Regular salaries	\$ 45,645
FICA	3,481
Retirement	6,846
Life and health insurance	4,566
Total personal services	<u>60,538</u>
Operating expenses	
Insurance	7,720
Repair and maintenance	7,166
Operating supplies	593
Gas and oil	10,983
Total operating expenses	<u>26,462</u>
Total landfill recycling	<u>87,000</u>
Solid Waste Grants	
Grants and aids	
City of Lake City	33,079
Waste tire recycling	33,337
Total solid waste grant	<u>66,416</u>
Total operating expenses	<u>2,341,765</u>
Operating income	<u>754,510</u>
NONOPERATING REVENUES (EXPENSES)	
State grants	169,159
Interest earnings	272,153
Interest expense	(330,263)
Total nonoperating revenues (expenses)	<u>111,049</u>
Net income	865,559
Retained earnings, beginning of year	4,553,883
Prior period adjustment	<u>(166,360)</u>
Retained earnings, end of year	<u>\$5,253,082</u>

See accompanying notes to financial statements and accountant's report.

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

LANDFILL ENTERPRISE FUND

COMBINED STATEMENT OF CASH FLOWS

For the Fiscal Year Ended September 30, 1999

Reconciliation of Operating Income to Net Cash Provided by Operating Activities

Operating income	<u>\$ 754,510</u>
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation	1,033,737
(Increase) decrease in assets:	
Accounts receivable	(14,170)
Due from other governmental units	484
Increase (decrease) in liabilities:	
Accounts payable	(261,197)
Accrued compensated absences	347
Increase in estimated closure liability	<u>381,132</u>
Total adjustments	<u>1,140,333</u>
Net cash provided by operating activities	<u>\$1,894,843</u>

See accompanying notes to financial statements and accountant's report.

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

NOTES TO FINANCIAL STATEMENTS

September 30, 1999

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Columbia County Board of County Commissioners have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below.

A. Reporting Entity

The Board is the legislative and governing body of Columbia County, Florida and consists of five elected officials. The Board operates under a non-charter form of government under the authority provided in the Constitution of the State of Florida. Pursuant to Florida law, the Clerk of the Circuit Court is the clerk and accountant of the Board and serves as the auditor, recorder, and custodian of the Board's funds.

The Board is an integral part of Columbia County, the primary government for financial reporting purposes.

The accompanying financial statements include the Board and its component unit. The component unit is an entity for which the Board is considered to be financially accountable.

As a primary government, the Board is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's governing body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the Board. The Board may also be financially accountable for governmental organizations that are fiscally dependent on it.

Blended Component Units - Although legally separate entities, blended component units are in substance part of the primary government's operations and, accordingly, data from these units are combined with the data of the primary government. Such component units included in the accompanying financial statements are: Columbia County Industrial Development Authority (CCIDA), and Columbia County Law Library. Separately issued financial statements on the CCIDA are available in the public records.

Discretely Presented Component Units - Discretely presented component units, on the other hand, are reported in a separate column in the combined financial statements to emphasize that they are legally separate entities. There are no such units in Columbia County.

The Board did not participate in any joint ventures during the 1998-99 fiscal year.

B. Fund Accounting

The Board uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

licenses and permits, and certain intergovernmental and miscellaneous revenues are not susceptible to accrual because generally they are not measurable until received in cash.

The Board reports deferred revenue, if applicable, on its combined balance sheet. Deferred revenues arise when a potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when resources are received by the government before it has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

D. Budgets

Budgets are adopted on a basis consistent with generally accepted accounting principles. Annual appropriated budgets are adopted for all County funds. All annual appropriations lapse at fiscal year end. Project-length financial plans are also adopted for capital projects funds.

E. Cash and Investments

For financial statement purposes, cash includes amounts in demand deposits as well as short-term money market investment accounts.

Investments, consisting of certificates of deposit, investments in the Florida Local Government Surplus Funds Trust Fund, and Florida Counties Investment Trust Fund are stated at cost which approximates market value. All such investments are secured as required by state law.

F. Short-term Interfund Receivable/Payables

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" on the balance sheet. Short-term interfund loans are classified as "interfund receivables/payables." Interfund eliminations have not been made in the financial statements.

G. Prepaid Items

Significant payments made to vendors for goods or services that will benefit periods beyond September 30, 1999, are recorded as prepaid items.

H. Inventories

Inventories associated with Road Department operations are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. The costs of other governmental fund type inventories are recorded as expenditures when purchased rather than when consumed.

I. Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditures of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the General Fund, Special Revenue Funds, Capital Projects Funds, and the Enterprise Fund. Material encumbrances outstanding at year end, are reported as reservations of fund balances since they do not constitute expenditures or liabilities.

J. Fixed Assets

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group. All purchased fixed assets are valued at

initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or non-routine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

O. Memorandum Only - Total Columns

Total columns on the general purpose financial statements are captioned "memorandum only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Neither are such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

P. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Q. Proprietary Activity Accounting and Financial Reporting

The County applies all applicable Government Accounting Standards (GASB) pronouncements as well as the following pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements: Financial Accounting Standards Board (FASB) Statements and Interpretations. Accounting Principles Board (APB) opinion and Accounting Research Bulletins (ARB's).

R. Restricted Assets

The Landfill Fund is required by Florida law to establish and maintain prescribed amounts of resources (consisting of investments) that can only be used to pay for closure costs of its landfill.

NOTE 2. LEGAL COMPLIANCE - BUDGETS

The Board uses the following procedures in establishing the budgetary data reflected in the financial statements.

1. Prior to July 15, the Clerk of Circuit Court, serving as Budget Officer, submits to the Board of County Commissioners a tentative budget for the fiscal year commencing October 1.
2. Public hearings are conducted by the Board of County Commissioners to obtain taxpayer comments.
3. Prior to September 30, the budget is legally enacted through passage of a resolution by the Board of County Commissioners.
4. The Board of County Commissioners is authorized to amend fixed appropriations by motion to the extent that appropriations do not exceed the total approved budget of the fund; or appropriate for the special purpose intended, reserves or unanticipated receipts. Appropriations lapse at year end. No supplemental appropriations were necessary during the year. Various such amendments were made during the year.
5. Formal budgetary integration is employed as a management control device in all governmental funds.

- (f) Securities of, or interest in, any open-end or closed-end management type investment company or investment trust registered under the Investment Company Act of 1940, 15 U.S.C. ss. 80a-1 et seq., as amended from time to time, provided the portfolio of such investment company or investment trust is limited to United States Government obligations and to repurchase agreements fully collateralized by such United States Government obligations and provided such investment company takes delivery of such collateral either directly or through an authorized custodian.

At September 30, 1999, the Board's investments consisted of the following:

	<u>Carrying Amount</u>	<u>Market Value</u>	<u>Category</u>
*Local Government Surplus Funds Trust Fund	\$ 5,536,678	\$ 5,536,678	-
Nations Fund Government Money Market	12,149,563	12,149,563	1
	<u>\$17,686,241</u>	<u>\$17,686,241</u>	

The Board's investments are categorized to give an indication of the level of risk assumed by the Board at year end. Category 1 includes investments that are insured or registered or for which the securities are held by the Board or its agent in the Board's name. Category 2 includes uninsured and unregistered investment for which the securities are held by the counterparty's trust department or agent in the Board's name. Category 3 includes uninsured or unregistered investments for which the securities are held by the counterparty's trust department or agent, but not in the Board's name.

*Investments in the State Pool cannot be classified in any credit risk category because the investments are not evidenced by identifiable securities that exist in physical or book entry form.

NOTE 5. RECEIVABLES

Receivables at September 30, 1999, consist of the following:

<u>Fund Type</u>	<u>Notes and Accounts</u>	<u>Governmental Unit Payments</u>	<u>Total</u>
General	\$ 42	\$ 828,169	\$ 828,211
Special Revenue	107,315	648,151	755,466
Enterprise	334,604	14,978	349,582
Debt Service	-	746,159	746,159
	<u>\$ 441,961</u>	<u>\$2,237,457</u>	<u>\$ 2,679,418</u>

The Board considers all of these receivables to be collectible and no allowance for uncollectibility has been provided in the financial statements.

In addition to these receivables reflected on the balance sheet, the County has the following receivables that did not meet the criteria for revenue recognition at September 30, 1999:

Ambulance fees - In April, 1990, the County assumed operation of the county-wide rescue/ambulance service, including the patient billing operation. Although the County is actively attempting to collect these billed accounts, it is estimated that a substantial amount will not be collected. Receivables due from insurance programs have been recorded in the financial statements.

NOTE 6. CHANGES IN FIXED ASSETS

A summary of changes in the general fixed assets follows:

6. Purchase of a motor grader costing \$128,000. The terms of the agreement require a down payment of \$10,439 and four annual payments of \$10,439, including interest at 5%, beginning in May, 1998, and a balloon payment of \$102,800 at the end of sixty months. At that time the Board may also exercise its option to have the vendor repurchase the equipment for \$102,800.
7. Purchase of two motor graders costing \$256,000. The terms of the agreement require a down payment of \$20,877 and four annual payments of \$20,877, including interest at 5%, beginning in July, 1998, and a balloon payment of \$205,600 at the end of sixty months. At that time the Board may also exercise its option to have the vendor repurchase the equipment for \$205,600.
8. Purchase of a land compactor costing \$223,493. The terms of the agreement require four annual payments of \$49,608, including interest at 5.5%.

The following is a schedule of the future minimum lease payments under these capital leases, and the present value of the net minimum lease payments at September 30, 1999:

September 30,	County Commission		Total
	Governmental	Enterprise	
2000	\$ 123,180	\$ 87,177	\$ 216,357
2001	99,907	108,747	208,654
2002	191,070	-	191,070
2003	719,600	-	719,600
Total minimum lease payments	1,139,757	195,924	1,335,681
Less: amount representing interest	185,637	10,542	196,179
Present value of future minimum lease payments	<u>\$ 954,120</u>	<u>\$ 185,382</u>	<u>\$ 1,139,502</u>

NOTE 8. LONG-TERM DEBT

Notes Payable

- A. The Board had a note payable to Community National Bank for the purchase of an office building rented to an insurance company. This original note of \$390,000 was payable in monthly installments of \$2,806, including interest at 6%. This note was fully paid during the current year.
- B. The Board had two notes with NationBank, associated with the development of the County owned Florida Sports Hall of Fame and Tourist Information Center Complex. These loans were secured by proceeds of the Three Cent Tourist Development Tax levied by the County, and certain revenues of the complex. Details of these loans follow:

	Revenue Notes	
	A	C
Original amount	\$1,487,320	\$ 212,680
Current interest rate	6.59%	8.29%
Payment, monthly	\$ 11,037	\$ 1,846
Due date	04-23-2012	04-23-2012

Fiscal Year Ending
September 30,

	Amount
2000	\$ 1,557,314
2001	1,497,157
2002	1,429,888
2003	1,361,352
2004	1,292,402
Thereafter	<u>1,229,747</u>
	<u>\$ 8,367,860</u>

On the same date, the County closed on a Line of Credit Bond held by SunBank National Association in the amount of \$1,500,000. The interest rates and security are the same as the above Term Bond. Interest is payable on this line of credit quarterly with all outstanding principal due on January 1, 2001. The County has made no advances under this line of credit as of September 30, 1999.

On April 15, 1996, the County also closed on a Revenue Term Bond in the amount of \$1,700,000. The proceeds were used to construct a manufacturing plant to be leased by the County to Homes of Merit. The bonds are being repaid over a period of eleven years with an average interest rate of 7.23%. The debt is secured by the State Half-Cent Sales Tax revenue. Debt service is accounted for in the applicable debt service fund and is being reimbursed by the tenant.

Debt service requirements to maturity, including interest of \$651,862, are as follows:

Fiscal Year Ending
September 30,

	Amount
2000	\$ 186,079
2001	191,136
2002	190,752
2003	189,807
2004	188,505
Thereafter	<u>1,225,583</u>
	<u>\$ 2,171,862</u>

Changes in Long-Term Liabilities

During the year ended September 30, 1999, the following occurred in liabilities reported in the general long-term debt account group:

	Balance October 1, 1998	Additions	Retirements	Balance September 30, 1999
Compensated absences	\$ 605,131	\$ 146,324	\$ -	\$ 751,455
Capital leases	1,302,537	-	348,417	954,120
Notes payable	1,631,027	1,170,000	1,654,342	1,146,685
Revenue bonds payable	14,611,000	-	1,374,000	13,237,000
	<u>\$18,149,695</u>	<u>\$ 1,316,324</u>	<u>\$ 3,376,759</u>	<u>\$ 16,089,260</u>

Proprietary Debt

	Balance October 1, 1998	Additions	Retirements	Balance September 30, 1999
Compensated absences	\$ 32,124	\$ 347	\$ -	\$ 32,471
Capital leases	257,954	-	72,572	185,382
Notes payable	5,565,000	-	290,000	5,275,000
	<u>\$5,855,078</u>	<u>\$ 347</u>	<u>\$ 362,572</u>	<u>\$ 5,492,853</u>

Retirement coverage is employee noncontributory. Employers pay all contributions. Rates are based on class of membership. The contribution requirement for the year ended September 30, 1999, was \$650,067, which represents 14.62% of covered payroll.

The "actuarial accrued liability" is a standardized measure of the present value of pension benefits, adjusted for the effects of projected salary increases, estimated to be payable in the future as a result of employee service to date. The measure is the actuarial present value of credited projected benefits and is intended to help users (1) assess the Florida Retirement Systems' funding status on a going-concern basis, (2) assess progress in accumulating sufficient assets to pay benefits when due, and (3) make comparisons among Public Employee Retirement Systems. The measure is independent of and should not be confused with the actuarial funding method used to determine contributions to the System.

At June 30, 1999, the unfunded actuarial accrued liability for the State of Florida Retirement System, determined through an actuarial valuation performed as of that date was \$(9.220) billion as follows:

	<u>Billions</u>
Actuarial Accrued Liability	\$ 68.575
Actuarial Value of Assets	77.795
Unfunded Actuarial Accrued Liability	<u>\$ (9.220)</u>

Significant actuarial assumptions used include (a) a rate of return on the investment of present and future assets of 8 percent per year compounded annually; (b) projected salary increases of 6.25 percent per year compounded annually, attributable to inflation; and (c) additional projected salary increases of 3.00 percent per year.

The ten year historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is not presently available. Historical trend information, commencing with the fiscal year 1986-87, is presented in the Florida Retirement System's June 30, 1999, comprehensive annual financial report.

NOTE 12. NOTES RECEIVABLE AND RESERVE

The notes receivable balance of \$18,214 in the Community Development Block Grant Fund consists of the total of the principal value of rehabilitation loans granted to recipients through the HUD Community Development Block Grant Program. These notes have been equally offset by a fund balance reserve account because they do not represent available spendable resources. Included in the balance is a note receivable of \$8,925 upon which no payments have been made since its inception in December, 1979. The collectibility of these notes has not been determined by the County.

NOTE 13. RENTAL COMMITMENTS

The Board of County Commissioners is committed until September, 1999 under a lease for office space costing \$48,450 per year.

NOTE 14. RISK MANAGEMENT

The County participates in various public entity risk pools for certain of its insurance coverages. Under these insurance risk pools, the County pays annual premiums to the pools for its insurance coverages. The agreements for formation of the pools provide that the pools will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of specific amounts.

Beginning retained earnings, as previously stated	\$4,553,883
Adjustment	<u>(116,360)</u>
Beginning retained earnings, as restated	<u>\$4,387,523</u>

NOTE 18. DEFICIT FUND BALANCES

The following fund of Columbia County reflected the following deficit fund balance at September 30, 1999:

<u>Fund</u>	<u>Amount</u>
Road Improvement	\$108,790

The Board of County Commissioners intends to fund this deficit through transfers of non-restricted assets from other related funds of the Board of County Commissioners.

NOTE 19. CONSTRUCTION COMMITMENTS

During the year the Board commenced the Courthouse facilities improvement project, which initially consists of a new judicial complex and renovations to the existing Courthouse and Annex buildings. This total construction budget for these buildings is \$18,512,368. At year end contract totaling \$10,982,229 has been awarded for the judicial complex, the first phase of the project, and \$3,744,337 had been expended during the year on these contracts. Subsequent to year end, \$4,286,584 in additional contracts had been awarded on this project.

This project will be fully financed from current funds on hand and subsequent collections of the County's State Half-Cent Sales Tax distributions.

NOTE 20. SUBSEQUENT EVENT

On February 18, 2000, subsequent to year end, the County issued Revenue Note Series 2000 in the amount of \$3,500,000 to SunTrust Bank. These funds will be utilized for the ongoing Courthouse Facilities Construction project. This note will be repaid over a six year period at an interest rate of 5.35%, and is secured by a subordinate pledge of the County's Half-Cent Sales Tax revenue.

COMBINING AND INDIVIDUAL FUND STATEMENTS

GENERAL FUND

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

GENERAL FUND

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

For the Fiscal Year Ended September 30, 1999

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES			
Taxes			
Ad valorem taxes			
Current ad valorem taxes	\$9,233,383	\$9,011,020	\$ (222,363)
Delinquent ad valorem taxes	25,000	19,672	(5,328)
Total ad valorem taxes	<u>9,258,383</u>	<u>9,030,692</u>	<u>(227,691)</u>
Sales and use taxes-			
Local government			
infrastructure surtax	<u>4,205,091</u>	<u>4,211,691</u>	<u>6,600</u>
Total taxes	<u>13,463,474</u>	<u>13,242,383</u>	<u>(221,091)</u>
Intergovernmental revenue			
Federal grants			
Physical environment			
Federal disaster relief	<u>16,600</u>	<u>238,893</u>	<u>222,293</u>
State grants			
General government			
County Article V grant	100,000	100,000	-
Public safety			
Sheriff's Department	-	457,756	457,756
State Emergency Management	12,000	15,155	3,155
Emergency management State			
and local assistance	75,000	29,716	(45,284)
Physical environment			
Litter and Marine Debris	10,000	3,854	(6,146)
Human services			
Mosquito control-1	26,600	20,167	(6,433)
Culture/recreation			
Aid to libraries	40,494	42,612	2,118
Florida boating improvement	15,148	15,148	-
Born to read	9,387	9,387	-
Library Gates grant	<u>28,916</u>	<u>28,916</u>	<u>-</u>
Total state grants	<u>317,545</u>	<u>722,711</u>	<u>405,166</u>
State shared revenues			
General government			
State revenue sharing	280,000	454,476	174,476
Insurance agents county			
licenses	5,600	14,488	8,888
Alcoholic beverage licenses	12,000	2,476	(9,524)
Racing tax	<u>223,250</u>	<u>223,250</u>	<u>-</u>
Total state shared revenues	<u>520,850</u>	<u>694,690</u>	<u>173,840</u>
Grants from other local units			
Circuit mediation	-	4,023	4,023
Total intergovernmental revenue	<u>854,995</u>	<u>1,660,317</u>	<u>805,322</u>

(continued)

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

GENERAL FUND

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

For the Fiscal Year Ended September 30, 1999

	Budget	Actual	Variance Favorable (Unfavorable)
Miscellaneous			
Interest earnings			
Interest on investments	\$ 200,000	\$ 346,624	\$ 146,624
Interest SBA	3,000	9,547	6,547
Interest County officers			
Tax Collector	20,000	26,357	6,357
Sheriff	10,000	7,873	(2,127)
Total interest earnings	233,000	390,401	157,401
Rents and royalties			
Rents	-	373	373
Jefferson Pilot rent	45,299	58,511	13,212
Total rents and royalties	45,299	58,884	13,585
Sale of fixed assets			
Equipment	10,000	99,308	89,308
Contributions and donations			
Donation Bernhard Trust	7,878	7,724	(154)
Friends of Library	2,693	1,193	(1,500)
Total contributions and donations	10,571	8,917	(1,654)
Other miscellaneous			
Sheriff excess fees	-	26,614	26,614
Clerk excess fees	-	34,858	34,858
Tax Collector excess fees	100,000	15,817	(84,183)
Other miscellaneous	1,000	12,649	11,649
Total other miscellaneous	101,000	89,938	(11,062)
Total miscellaneous	399,870	647,448	247,578
Total revenues	15,195,075	16,282,106	1,087,031
EXPENDITURES			
General government			
Legislative			
Personal services	629,909	521,549	108,360
Operating expenses	70,500	27,005	43,495
Capital outlay	11,005	11,145	(140)
Total legislative	711,414	559,699	151,715
Executive			
Personal services	1,183	1,183	-
Property Appraiser adjustment board			
Operating expenses	1,653	1,999	(346)

(continued)

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

GENERAL FUND

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

For the Fiscal Year Ended September 30, 1999

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Other general government			
Personal services	-	23,790	(23,790)
Operating expenses	<u>6,000</u>	<u>969</u>	<u>5,031</u>
Total other general government	<u>6,000</u>	<u>24,759</u>	<u>(18,759)</u>
County mediation			
Operating expenses	<u>\$ -</u>	<u>\$ 2,024</u>	<u>\$ (2,024)</u>
Elections office			
Operating expenses	<u>6,500</u>	<u>4,784</u>	<u>1,716</u>
Supervisor of Elections			
Personal services	<u>889</u>	<u>889</u>	<u>-</u>
Non-departmental			
Personal services	10,000	991	9,009
Operating expenses	<u>298,500</u>	<u>334,168</u>	<u>(35,668)</u>
Total non-departmental	<u>308,500</u>	<u>335,159</u>	<u>(26,659)</u>
Courthouse maintenance			
Personal services	170,665	156,790	13,875
Operating expenses	86,100	90,913	(4,813)
Capital outlay	-	521	(521)
Total Courthouse maintenance	<u>256,765</u>	<u>248,224</u>	<u>8,541</u>
Courthouse annex maintenance			
Operating expenses	44,000	39,404	4,596
Capital outlay	-	24,934	(24,934)
Total Courthouse annex maintenance	<u>44,000</u>	<u>64,338</u>	<u>(20,338)</u>
Montgomery building			
Operating expenses	<u>16,500</u>	<u>15,592</u>	<u>908</u>
Jail maintenance			
Operating expenses	<u>18,000</u>	<u>21,224</u>	<u>(3,224)</u>
Criminal investigations			
Operating expenses	<u>4,000</u>	<u>3,826</u>	<u>174</u>
Total general government	<u>2,405,510</u>	<u>2,313,583</u>	<u>91,927</u>
Public safety			
Law enforcement			
Personal services	<u>220,241</u>	<u>220,241</u>	<u>-</u>
Sheriff service of process			
Personal services	<u>33,600</u>	<u>11,678</u>	<u>21,922</u>
Detention Center operations			
Personal services	<u>109,890</u>	<u>43,854</u>	<u>66,036</u>

(continued)

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

GENERAL FUND

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

For the Fiscal Year Ended September 30, 1999

	Budget	Actual	Variance Favorable (Unfavorable)
Recycling and education			
Grants and aids	\$ 64,800	\$ 64,728	\$ 72
Marine litter and debris			
Operating expenses	10,000	7,097	2,903
Total physical environment	521,649	292,477	229,172
Economic environment			
Industry development			
Operating expenses	9,100	8,197	903
Debt service	290,504	290,504	-
Total industry development	299,604	298,701	903
Commissioners special projects			
Operating expenses	155,807	64,681	91,126
Grants and aids	138,350	32,507	105,843
Total Commissioners special projects	294,157	97,188	196,969
Veterans services			
Personal services	72,492	65,241	7,251
Operating expenses	7,875	6,591	1,284
Capital outlay	3,000	4,708	(1,708)
Total veterans services	83,367	76,540	6,827
Other economic environment			
Grants and aids	5,000	5,000	-
Total economic environment	682,128	477,429	204,699
Human services			
Mosquito control			
Personal services	16,445	9,047	7,398
Operating expenses	25,300	20,395	4,905
Capital outlay	34,620	26,620	8,000
Total mosquito control	76,365	56,062	20,303
Health			
Capital outlay	15,000	179	14,821
Grants and aids	1,147,681	1,148,423	(742)
Total health	1,162,681	1,148,602	14,079
Mental health			
Grants and aids	90,000	90,000	-
Welfare			
Operating expenses	5,000	5,000	-
Grants and aids	66,000	60,500	5,500
Total welfare	71,000	65,500	5,500

(continued)

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

GENERAL FUND

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

For the Fiscal Year Ended September 30, 1999

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Florinet Grant			
Personal services	\$ -	\$ 12,441	\$ (12,441)
Operating expenses	-	25	(25)
Capital outlay	-	22,667	(22,667)
Total Florinet Grant	<u>-</u>	<u>35,133</u>	<u>(35,133)</u>
Parks and recreation			
Operating expenses	26,000	21,538	4,462
Grants and aids	354,026	343,162	10,864
Total parks and recreation	<u>380,026</u>	<u>364,700</u>	<u>15,326</u>
Special events			
Grants and aids	<u>13,000</u>	<u>9,250</u>	<u>3,750</u>
Special community facilities			
Personal services	-	49,490	(49,490)
Operating expenses	-	9,643	(9,643)
Capital outlay	-	30,653	(30,653)
Grants and aids	<u>9,880</u>	<u>145,082</u>	<u>(135,202)</u>
Total special community facilities	<u>9,880</u>	<u>234,868</u>	<u>(224,988)</u>
Total culture/recreation	<u>990,587</u>	<u>1,167,488</u>	<u>(176,901)</u>
Total expenditures	<u>7,240,515</u>	<u>6,659,993</u>	<u>580,522</u>
Excess (deficiency) of revenues over expenditures	<u>7,954,560</u>	<u>9,622,113</u>	<u>1,667,553</u>
OTHER FINANCING SOURCES (USES)			
Interfund transfers out			
Transfer to Clerk operating	(506,799)	(414,630)	92,169
Transfer to Property Appraiser	(649,689)	(629,843)	19,846
Transfer to Sheriff	(7,284,981)	(6,968,569)	316,412
Transfer to Supervisor of Elections	(363,260)	(361,987)	1,273
Transfer to Tax Collector	<u>(275,000)</u>	<u>(176,866)</u>	<u>98,134</u>
Total other financing sources (uses)	<u>(9,079,729)</u>	<u>(8,551,895)</u>	<u>527,834</u>
Excess (deficiency) of revenues and other financing sources over expenditures and financing uses	(1,125,169)	1,070,218	2,195,387
Fund balance at beginning of year	6,183,487	6,183,487	-
Fund balance at end of year	<u>\$ 5,058,318</u>	<u>\$ 7,253,705</u>	<u>\$ 2,195,387</u>

See notes to financial statements.

SPECIAL REVENUE FUNDS

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

SPECIAL REVENUE FUNDS

COMBINING BALANCE SHEET

September 30, 1999

<u>Industrial Development Authority</u>	<u>Law Enforcement Special</u>	<u>Law Library</u>	<u>Library Enhancement</u>	<u>Local Housing Assistance</u>	<u>Municipal Services Benefit Unit</u>	<u>Municipal Services Special District</u>	<u>Tourist Development Tax</u>	<u>Totals</u>
\$ 85,759	\$ 9,123	\$ 3,489	\$ 234,913	\$ 321,146	\$1,959,485	\$1,690,675	\$ 46,005	\$ 6,642,508
246	-	-	-	1,800	345	86,125	-	89,101
-	-	-	-	-	155,972	40,490	-	226,798
-	-	350	-	-	138,661	44,597	-	648,151
-	-	-	-	-	-	-	-	133,057
-	1,042	-	739,199	92,310	15,196	1,026,502	-	3,050,129
<u>\$ 86,005</u>	<u>\$ 10,165</u>	<u>\$ 3,839</u>	<u>\$ 974,112</u>	<u>\$ 415,256</u>	<u>\$2,269,659</u>	<u>\$2,888,389</u>	<u>\$ 46,005</u>	<u>\$10,789,744</u>
\$ -	\$ 9,120	\$ -	\$ 3,657	\$ -	\$ 103,127	\$ 157,360	\$ 1,539	\$ 395,014
-	-	-	-	-	162,046	61,860	-	390,414
-	-	-	-	-	5,409	-	-	5,409
-	-	-	-	-	-	-	-	10,108
-	-	-	-	-	-	-	-	102,701
-	-	-	-	-	635	644	-	1,279
<u>-</u>	<u>9,120</u>	<u>-</u>	<u>3,657</u>	<u>-</u>	<u>271,217</u>	<u>219,864</u>	<u>1,539</u>	<u>904,925</u>
-	-	-	-	-	-	1,000,000	-	1,268,214
86,005	1,045	3,839	970,455	415,256	1,998,442	1,668,525	44,466	8,616,605
<u>86,005</u>	<u>1,045</u>	<u>3,839</u>	<u>970,455</u>	<u>415,256</u>	<u>1,998,442</u>	<u>2,668,525</u>	<u>44,466</u>	<u>9,884,819</u>
<u>\$ 86,005</u>	<u>\$ 10,165</u>	<u>\$ 3,839</u>	<u>\$ 974,112</u>	<u>\$ 415,256</u>	<u>\$2,269,659</u>	<u>\$2,888,389</u>	<u>\$ 46,005</u>	<u>\$10,789,744</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

SPECIAL REVENUE FUNDS

COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

For the Fiscal Year Ended September 30, 1999

Industrial Development Authority	Law Enforcement Special	Law Library	Library Enhancement	Local Housing Assistance	Municipal Services Benefit Unit	Municipal Services Special District	Tourist Development Tax	Totals
\$142,302	\$ -	\$ -	\$ -	\$ -	\$ 176,111	\$ -	\$ 170,385	\$ 2,148,835
-	-	-	-	-	305,249	-	-	305,249
25,000	-	-	374,231	531,174	102,775	695,862	4,000	4,068,351
1,432	-	6,850	-	-	1,755	859,723	-	940,258
-	11,206	-	-	-	-	-	-	852,995
7,923	737	-	42,567	7,744	2,729,048	1,775,098	148,383	5,193,763
<u>176,657</u>	<u>11,943</u>	<u>6,850</u>	<u>416,798</u>	<u>538,918</u>	<u>3,314,938</u>	<u>3,330,683</u>	<u>322,768</u>	<u>13,509,451</u>
-	-	4,033	-	-	67,460	62,987	-	234,119
-	14,874	-	-	-	428,844	2,305,143	-	2,748,861
-	-	-	-	-	2,219,173	-	-	2,221,661
-	-	-	-	-	-	-	-	2,648,484
145,439	-	-	-	492,673	1,074	-	288,232	1,214,493
-	-	-	283,733	-	213,631	-	-	497,364
-	-	-	-	-	-	-	-	13,215
-	1,548	-	-	-	74,533	432,128	-	522,234
-	-	-	-	-	-	-	-	629,319
6,193	-	-	-	-	-	-	281	6,474
-	-	-	22,783	-	-	-	-	22,783
-	-	-	-	-	-	21,553	-	21,553
-	-	-	-	-	-	-	-	149,142
<u>151,632</u>	<u>16,422</u>	<u>4,033</u>	<u>306,516</u>	<u>492,673</u>	<u>3,004,715</u>	<u>2,821,811</u>	<u>288,513</u>	<u>10,929,702</u>
<u>25,025</u>	<u>(4,479)</u>	<u>2,817</u>	<u>110,282</u>	<u>46,245</u>	<u>310,223</u>	<u>508,872</u>	<u>34,255</u>	<u>2,579,749</u>
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(73,763)</u>	<u>(49,569)</u>	<u>-</u>	<u>(985,310)</u>
25,025	(4,479)	2,817	110,282	46,245	236,460	459,303	34,255	1,594,439
60,980	5,524	1,022	860,173	369,010	1,761,982	2,209,222	10,211	8,290,379
<u>\$ 86,005</u>	<u>\$ 1,045</u>	<u>\$ 3,839</u>	<u>\$ 970,455</u>	<u>\$ 415,255</u>	<u>\$1,998,442</u>	<u>\$2,668,525</u>	<u>\$ 44,466</u>	<u>\$ 9,884,818</u>

See notes to financial statements.

DEBT SERVICE FUNDS

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

DEBT SERVICE FUNDS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

For the Fiscal Year Ended September 30, 1999

	Courthouse Improvement Debt Service	1993 Debt Service	Tourist Development Debt Service	<u>Totals</u>
REVENUES				
Taxes	\$ -	\$ 1,199,907	\$ 124,774	\$ 1,324,681
Intergovernmental revenue	2,716,866	93,195	-	2,810,061
Charges for services	8,557	-	-	8,557
Miscellaneous	729,864	62,165	2,535	794,564
Total revenues	<u>3,455,287</u>	<u>1,355,267</u>	<u>127,309</u>	<u>4,937,863</u>
EXPENDITURES				
Current expenditures				
General government	811,473	-	-	811,473
Capital outlay				
General government	3,744,337	-	-	3,744,337
Debt Service				
General government	712,409	-	-	712,409
Transportation	-	1,162,418	-	1,162,418
Economic environment	-	-	276,420	276,420
Total expenditures	<u>5,268,219</u>	<u>1,162,418</u>	<u>276,420</u>	<u>6,707,057</u>
Excess (deficiency) of revenues over expenditures	<u>(1,812,932)</u>	<u>192,849</u>	<u>(149,111)</u>	<u>(1,769,194)</u>
OTHER FINANCING USES				
Interfund transfers out	<u>(57,506)</u>	<u>-</u>	<u>-</u>	<u>(57,506)</u>
Excess (deficiency) of revenues over expenditures and other financing uses	(1,870,438)	192,849	(149,111)	(1,826,700)
Fund balances at beginning of year	15,411,789	2,070,451	321,540	17,803,780
Fund balances at end of year	<u>\$13,541,351</u>	<u>\$ 2,263,300</u>	<u>\$ 172,429</u>	<u>\$15,977,080</u>

See notes to financial statements.

CAPITAL PROJECTS FUNDS

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS

CAPITAL PROJECTS FUNDS

COMBINING BALANCE SHEET

September 30, 1999

	<u>Fifth and Sixth Cent Fuel Tax Trust</u>	<u>Road Improvement</u>	<u>Industrial Park Trust</u>	<u>Totals</u>
ASSETS				
Current Assets				
Cash	\$ 102,884	\$ -	\$ 121,971	\$ 224,855
Due from other funds	-	88,800	-	88,800
Investments	555,204	615	102,741	658,560
Total assets	<u>\$ 658,088</u>	<u>\$ 89,415</u>	<u>\$ 224,712</u>	<u>\$ 972,215</u>
 LIABILITIES AND FUND BALANCES				
LIABILITIES				
Current Liabilities				
Accounts payable	\$ 52,950	\$ -	\$ -	\$ 52,950
Due to other funds	-	198,205	-	198,205
Deposits	-	-	10,000	10,000
	<u>52,950</u>	<u>198,205</u>	<u>10,000</u>	<u>261,155</u>
 FUND BALANCES				
Undesignated fund balances	605,138	(108,790)	214,712	711,060
Total liabilities and fund balances	<u>\$ 658,088</u>	<u>\$ 89,415</u>	<u>\$ 224,712</u>	<u>\$ 972,215</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

BOARD OF COUNTY COMMISSIONERS CAPITAL PROJECTS FUNDS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

For the Fiscal Year Ended September 30, 1999

	<u>Fifth and Sixth Cent Fuel Tax Trust</u>	<u>Road Improvement</u>	<u>Industrial Park Trust</u>	<u>Totals</u>
OTHER FINANCING SOURCES (USES)				
Interfund transfers in	\$ <u>39,638</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>39,638</u>
Excess (deficiency) of revenues and other financing sources over expenditures	52,403	(802,631)	102	(750,126)
Fund balances at beginning of year	<u>552,735</u>	<u>693,841</u>	<u>214,610</u>	<u>1,461,186</u>
Fund balances at end of year	<u>\$ 605,138</u>	<u>\$ (108,790)</u>	<u>\$ 214,712</u>	<u>\$ 711,060</u>

See notes to financial statements.

SINGLE AUDIT AND COMPLIANCE SECTION

COLUMBIA COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE

For the Fiscal Year Ended September 30, 1999

Grantor/Program Title	CFDA#	Grant Number	Award Amount	Reported in Prior Years	Fund Balance October 1, 1998	1999		Fund Balance September 30, 1999
						**Revenue Recognized	**Expenditures	
STATE FINANCIAL ASSISTANCE								
Department of State - Division of Library and Information Services								
State aid to Libraries								
Operating		99-ST-07	*\$ 42,612	\$ -	\$ -	\$ 42,612	\$ 42,612	\$ -
Equalization		99-ST-07	* 368,231	-	-	368,231	368,231	-
Justice Administrative Commission								
Child Dependency State Appropriation		N/A	* 55,645	-	-	55,645	55,645	-
Office of State Courts Administration								
Article V Grants-in-aid		N/A	* 100,000	-	-	100,000	100,000	-
Grant in Aid Family Courts Trust Fund		N/A	* 14,246	-	-	14,246	14,246	-
Grant in Aid General Appropriations Act		N/A	* 45,074	-	-	45,074	45,074	-
Department of Environmental Protection								
Recycling and Education Grant		RE-99-10	* 95,143	-	-	95,143	95,143	-
Waste Tire Grant		WT-99-12	* 24,016	-	-	24,016	24,016	-
Small County Grant		SC-99-04	* 50,000	-	-	50,000	50,000	-
Litter and Marine Litter		LC-99-10	* 26,316	-	-	3,854	3,854	-
Florida Boating Improvement Program		N/A	* 15,148	-	-	15,148	15,148	-
Florida Recreation Development Assistance Program		F8145	* 25,000	-	-	20,242	20,242	-
		F9776	* 50,000	-	-	50,000	50,000	-
Department of Health								
Emergency Medical Services County Grant Program								
		C9812	* 11,103	-	-	11,103	11,103	-
		M8010	* 82,500	-	-	82,500	82,500	-
Emergency Medical Services		M5029	* 225,000	122,299	102,701	-	-	102,701
Department of Agriculture & Consumer Services								
Mosquito Control Grant		FY98/99	* 26,620	13,310	-	13,310	13,310	-
Mosquito Control Grant		FY99/00	* 6,857	-	-	6,857	6,857	-
Total state financial assistance			<u>1,263,511</u>	<u>135,609</u>	<u>102,701</u>	<u>997,981</u>	<u>997,981</u>	<u>102,701</u>
Total all expenditures			<u>\$4,397,634</u>	<u>\$1,446,590</u>	<u>\$ 102,701</u>	<u>\$2,034,661</u>	<u>\$2,034,661</u>	<u>\$ 102,701</u>

* State grants and aids appropriation under Section 216.349, Florida Statutes.

**Modified accrual basis of accounting.

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

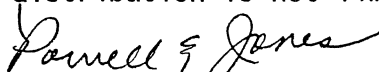
To the Board of County Commissioners
Columbia County, Florida

We have audited the component unit general purpose financial statements of the Columbia County Board of County Commissioners, the primary government of Columbia County, Florida, as of and for the year ended September 30, 1999, and have issued our report thereon dated August 4, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance - As part of obtaining reasonable assurance about whether the Columbia County Board of County Commissioners' 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 these 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 that are required to be reported under *Government Auditing Standards*. However, we noted certain immaterial instances of noncompliance that we have reported to management of the Columbia County Board of County Commissioners in a separate letter dated August 4, 2000, on pages 2-56 - 2-57.

Internal Control Over Financial Reporting - In planning and performing our audit, we considered the Columbia County Board of County Commissioners' internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to the management of the Columbia County Board of County Commissioners in a separate letter dated August 4, 2000, on pages 2-56 - 2-57.

This report is intended for the information of management, the Columbia County Board of County Commissioners, and federal and state awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.


POWELL & JONES
August 4, 2000

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

To the Board of County Commissioners
Columbia County, Florida

Compliance

We have audited the compliance of the Board of County Commissioners of Columbia County, Florida with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to its major federal program for the year ended September 30, 1999. The Board of County Commissioners of Columbia County, Florida's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings. Compliance with the requirements of laws, regulations, contracts, and grants applicable to its major federal program is the responsibility of the Board of County Commissioners of Columbia County, Florida's management. Our responsibility is to express an opinion on the Board of County Commissioners of Columbia County, Florida's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether non-compliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Board of County Commissioners of Columbia County, Florida's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the Board of County Commissioners of Columbia County, Florida's compliance with those requirements.

In our opinion, the Board of County Commissioners of Columbia County, Florida complied, in all material respects, with the requirements referred to above that are applicable to its major federal programs for the year ended September 30, 1999.

Internal Control Over Compliance

The management of the Board of County Commissioners of Columbia County, Florida is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to a federal program. In planning and performing our audit, we considered the Board of County Commissioners of Columbia County, Florida's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on the internal control over compliance in accordance with OMB Circular A-133.

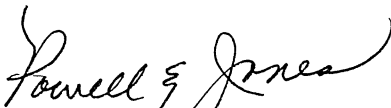
**INDEPENDENT AUDITOR'S REPORT ON EXAMINATION OF MANAGEMENT'S
ASSERTION ABOUT COMPLIANCE WITH SPECIFIED REQUIREMENTS**

To the Board of County Commissioners
Columbia County, Florida

We have examined management's assertion about the Columbia County Board of County Commissioners' compliance with the allowable cost requirements established in the grant agreements applicable to the State grants and aids appropriations identified on the schedule of expenditures of state financial assistance for the fiscal year ended September 30, 1999, on pages 2 - 48 and 2 - 49. Management is responsible for the Columbia County Board of County Commissioners' compliance with those requirements. Our responsibility is to express an opinion on management's assertion about the Columbia County Board of County Commissioners' compliance with specified requirements.

Our examination was made 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 Columbia County Board of County Commissioners' 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 of the Columbia County Board of County Commissioners' compliance with specified requirements.

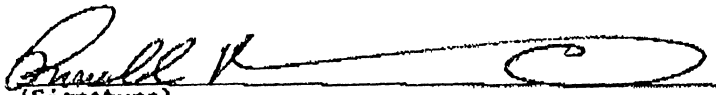
In our opinion, management's assertion that the Columbia County Board of County Commissioners complied with allowable cost requirements of the grants and aids appropriations identified on the schedule of expenditures of federal and state awards is fairly stated, in all material respects



POWELL & JONES
August 4, 2000

MANAGEMENT ASSERTION REPORT

I, Ronald Williams, hereby assert that the Columbia County Board of County Commissioners complied with allowable cost requirements of the state grants and aids appropriations identified on the attached schedule of expenditures of state financial assistance, during the fiscal year ended September 30, 1999.


(Signature)

Chairman of Board of County Commissioners
(Title)

8-4-00
(Date)

**COLUMBIA COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS
SUMMARY OF FINDINGS**

For the Fiscal year Ended September 30, 1999

Section I. Summary of Auditor's Results

Financial Statement

Types of auditor's report issued Unqualified

Internal control over financial reporting:

Material weakness identified? No

Reportable condition identified
not considered to be material weaknesses? No

Noncompliance material on financial
statements noted? No

Federal Awards

Internal control over major programs:

Material weakness identified? No

Reportable condition identified
not considered to be material weaknesses? None reported

Type of auditor's report issued on compliance
for major programs: Unqualified

Any audit findings disclosed that are required
to be reported in accordance with
Circular A-133, Section .510(a)? No

Identification of major programs:

<u>CFDA Number</u>	<u>Name of Federal Program</u>
83.544	Federal Emergency Management Agency
	Disaster Relief Funding
14.129	Community Development Block Grant

Dollar threshold used to distinguish
between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee? Yes

Section II. Financial Statement Findings

There were no financial statement findings.

Section III. Federal Award Findings and Questioned Costs

None

MANAGEMENT LETTER

To the Board of County Commissioners
Columbia County, Florida

In planning and performing our audit of the component unit general purpose financial statements of the Columbia County Board of County Commissioners, the primary government of Columbia County, Florida, for the year ended September 30, 1999, we considered the Columbia County Board of County Commissioners' internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiencies. In addition to furnishing information required by Chapter 10.550, *Rules of the Auditor General*, and other compliance matters, the remaining sections of this report letter discuss these findings.

IMMATERIAL INTERNAL CONTROL AND COMPLIANCE FINDINGS

PRIOR YEAR FINDINGS

Mobile Telephone Bills - From our review of selected mobile telephone billings in the prior year, we could not find where all monthly billings for mobile telephone were reviewed for personal calls and where all such calls were reimbursed to the Board. To strengthen internal controls, we recommended that the employees assigned mobile telephones review monthly billings for personal calls, and reimburse the Board for the cost of any calls made. This procedure was substantially implemented during the current year.

Road Department Supplies Inventory - In the prior years we found that no year end physical inventory was taken of the parts, fuel, and supplies inventories maintained at the Road Department. Such inventories should be taken at least annually in order to maintain the integrity and accuracy of the inventory system.

Fuel Accountability System - From our review of the computerized fuel accountability system in the prior and current year, we found that many monthly fuel usage reports were incorrect due to employees entering invalid odometer readings. This practice undermines the control feature of the fuel accountability system. We recommend that all employees be required to properly enter odometer or other fuel usage readings when fuel is dispensed, and that monthly fuel usage reports be reviewed and investigated for "out of range" readings.

Fixed Assets Accounting System - Recent pronouncements by the Governmental Accounting Standards Board (GASB), with which the County must comply, require that governments must record depreciation on all fixed assets and record such depreciation in its applicable funds. This change will become effective for the County in 2002. Due to the fact that the County currently has in excess of \$70 million in fixed assets, we recommend that proper procedures be developed to implement this major forthcoming requirement. In addition to establishing depreciable lives and methods for the various classes of fixed assets, clear guidelines should also be established as to classifying items as depreciable fixed assets.



Florida Institute of Certified Public Accountants

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Marian Jones Powell, CPA

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Lake City, Florida 32025
904/755-4200
Fax: 904/755-4490

INDEPENDENT AUDITOR'S REPORT

Honorable Clerk of the Circuit Court
Columbia County, Florida

We have audited the accompanying component unit general purpose financial statements of the Columbia County Clerk of the Circuit Court, a component unit of Columbia County, Florida, as of and for the year ended September 30, 1999, as listed in the preceding table of contents. These general purpose financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards 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 general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1 to the financial statements, the accompanying financial statements present only the Columbia County Clerk of the Circuit Court which is an integral part of Columbia County, the primary government for financial reporting purposes.

In our opinion, the component unit general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Columbia County Clerk of the Circuit Court, a component unit of Columbia County, Florida, as of September 30, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining financial statements and the schedule of expenditures of state financial assistance listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Columbia County Clerk of the Circuit Court. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

COMBINED FINANCIAL STATEMENTS

COLUMBIA COUNTY, FLORIDA

CLERK OF THE CIRCUIT COURT

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES

For the Fiscal Year Ended September 30, 1999

	General Fund	Special Revenue Funds	Totals (Memorandum Only)
REVENUES			
Intergovernmental revenue	\$ -	\$ 23,131	\$ 23,131
Charges for services	890,662	51,839	942,501
Miscellaneous	<u>29,894</u>	<u>200</u>	<u>30,094</u>
Total revenues	<u>920,556</u>	<u>75,170</u>	<u>995,726</u>
EXPENDITURES			
Current expenditures			
General government	1,318,680	33,121	1,351,801
Capital outlay			
General government	<u>16,506</u>	<u>-</u>	<u>16,506</u>
Total expenditures	<u>1,335,186</u>	<u>33,121</u>	<u>1,368,307</u>
Excess (deficiency) of revenues over expenditures	<u>(414,630)</u>	<u>42,049</u>	<u>(372,581)</u>
OTHER FINANCING SOURCES			
Transfers from other governmental units	<u>414,630</u>	<u>-</u>	<u>414,630</u>
Excess (deficiency) of revenues and other financing sources over expenditures	-	42,049	42,049
Fund balances at beginning of year	-	22,128	22,128
Fund balances at end of year	<u>\$ -</u>	<u>\$ 64,177</u>	<u>\$ 64,177</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

CLERK OF THE CIRCUIT COURT

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL ALL GOVERNMENTAL FUND TYPES

For the Fiscal Year Ended September 30, 1999

	General Fund			Special Revenue Funds		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
OTHER FINANCING SOURCES						
Transfers from other governmental units	\$ 506,799	\$ 414,630	\$ (92,169)	\$ -	\$ -	\$ -
Excess (deficiency) of revenues and other financing sources over expenditures	-	-	-	42,049	42,049	-
Fund balances at beginning of year	-	-	-	22,128	22,128	-
Fund balances at end of year	\$ -	\$ -	\$ -	\$ 64,177	\$ 64,177	\$ -

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

CLERK OF THE CIRCUIT COURT

NOTES TO FINANCIAL STATEMENTS

September 30, 1999

NOTE 1. THE REPORTING ENTITY

Columbia County is a political subdivision of the State of Florida and, accordingly, is subject to restrictions imposed by the Florida Constitution and Statutes, as well as by its own ordinances. The County is governed by a board of five elected County Commissioners. Additionally, certain functions of county government are operated in a fiduciary capacity by five elected Constitutional Officers. These officers are the Clerk of the Circuit Court, Property Appraiser, Sheriff, Supervisor of Elections and Tax Collector. The Clerk of the Circuit Court is an elected Constitutional Officer, whose office is established by Article VIII of the Constitution of the State of Florida and is governed by various provisions of state law. The Office is an integral part of Columbia County, the primary government for financial reporting purposes.

NOTE. 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the Clerk's significant accounting policies is presented to assist the reader in understanding and interpreting the accompanying financial statements.

A. Basis of Presentation

The accounts of the Clerk of the Circuit Court are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into three generic fund types and two broad fund categories as follows:

GOVERNMENTAL FUNDS

General Fund - The General Fund is the general operating fund of the Clerk of the Circuit Court. It is used to account for all financial resources not properly accounted for in any other fund.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources which are legally restricted to expenditures for specified purposes. As of September 30, 1999, the Clerk of the Circuit Court maintained the Public Records Modernization Trust Fund and Teen Court Trust Fund, as a special revenue funds.

The collateral for the Clerk's deposits is categorized to give an indication of the level of risk assumed by the Clerk at year end. Category 1 includes deposits that are insured or registered or for which the securities are held by the Clerk or his agent in the Clerk's name. Category 2 includes uninsured and unregistered deposits for which the securities are held by the counterparty's trust department or agent in the Clerk's name. Category 3 includes uninsured or unregistered deposits for which the securities are held by the counterparty's trust department or agent, but not in the Clerk's name. All of the collateral covering the Clerk's deposits was Category 1.

E. Inventories

It is the policy of the Clerk of the Circuit Court to record the acquisition of supplies as expenditures at the time of purchase. The amount of supplies on hand at any one time would be a nominal amount and considered to be immaterial.

F. Property, Plant and Equipment

Fixed assets used in governmental fund type operations are accounted for in the General Fixed Asset Group of Accounts, except for its infrastructure fixed assets which the County has elected not to report. All fixed assets acquired by purchase are recorded at historical cost. Donated assets are recorded at estimated fair market value at the date donated. No depreciation has been provided on the County's general fixed assets. Assets purchased by the Clerk of the Circuit Court are reported in the County's General Fixed Asset Account Group.

G. Compensated Absences

Compensated absences are absences for which employees will be paid, such as vacation and sick leave. A liability for compensated absences that are attributable to services already rendered and that are not contingent on a specific event that is outside the control of the government and its employees is accrued as employees earn the rights to the benefits. Compensated absences that relate to future services or that are contingent on a specific event that is outside the control of the government and its employees are accounted for in the period in which such services are rendered or such events take place.

Compensated absences that are expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability in the fund that will pay for them. The remainder of the compensated absences liability is reported in the General Long-Term Debt Account Group of the Board of County Commissioners.

H. Total Column on the Combined Statements

The total column on the combined statements is captioned "Memorandum Only" to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations, or changes in cash flows in conformity with generally accepted accounting principles, nor is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 3. DEFINED BENEFIT PENSION PLAN

All Columbia County full-time employees participate in the Florida Retirement System ("the System"), a multiple-employer public employee retirement system. The payroll for Clerk employees covered by the System for the year ended September 30, 1999, was \$1,065,690; this figure also represents the total payroll.

	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General Fund	\$ 38,913	\$ 1,138
Public Defender Occupancy Trust	-	335
Public Records Modernization Trust	3,294	-
Registry of Court	-	351
Teen Court	2,496	-
Trust	-	42,879
	<u>\$ 44,703</u>	<u>\$44,703</u>

NOTE 5. YEAR 2000 ISSUE (UNAUDITED)

The Year 2000 issue is the result of shortcomings in many electronic data processing systems and other electronic equipment that may adversely affect the Clerk of Circuit Court's operations as early as fiscal year 1999.

The Clerk of Circuit Court has completed an inventory of computer systems and other electronic equipment that may be affected by the Year 2000 Issue and that are necessary to conducting its operations. Based on this inventory and related improvements already completed or in progress and documentation furnished by hardware and software providers, the Clerk of Circuit Court believes that the Year 2000 Issue will not pose significant operational problems for its computer systems.

COMBINING STATEMENTS

SPECIAL REVENUE FUNDS

COLUMBIA COUNTY, FLORIDA

CLERK OF THE CIRCUIT COURT

SPECIAL REVENUE FUNDS

**COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES**

For the Fiscal Year Ended September 30, 1999

	<u>Teen Court</u>	<u>PRMTF</u>	<u>Totals (Memorandum Only)</u>
REVENUES			
State Grant			
Teen Court	\$ 23,131	\$ -	\$ 23,131
Charges for services	19,357	32,482	51,839
Miscellaneous	200	-	200
Total revenues	<u>42,688</u>	<u>32,482</u>	<u>75,170</u>
EXPENDITURES			
Current expenditures			
General government	<u>25,438</u>	<u>7,683</u>	<u>33,121</u>
Total expenditures	<u>25,438</u>	<u>7,683</u>	<u>33,121</u>
Excess of revenues over expenditures	17,250	24,799	42,049
Fund balances at beginning of year	-	22,128	22,128
Fund balances at end of year	<u>\$ 17,250</u>	<u>\$ 46,927</u>	<u>\$ 64,177</u>

See notes to financial statements.

AGENCY FUNDS

COLUMBIA COUNTY, FLORIDA

CLERK OF THE CIRCUIT COURT

AGENCY FUNDS

COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

For the Fiscal Year Ended September 30, 1999

	<u>Balance</u> <u>Oct. 1, 1998</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>Sept. 30, 1999</u>
DOMESTIC RELATIONS FUND				
Assets				
Cash	\$ 3,065	\$4,865,836	\$4,868,422	\$ 479
Dishonored checks receivable	3,816	3,478	3,816	3,478
Due from other funds	13,600	-	13,600	-
Total assets	<u>\$ 20,481</u>	<u>\$4,869,314</u>	<u>\$4,885,838</u>	<u>\$ 3,957</u>
Liabilities				
Due to other governmental units	\$ 506	\$ 1,187	\$ 506	\$ 1,187
Due to other funds	6,375	-	6,375	-
Other current liabilities	13,600	2,770	13,600	2,770
Total liabilities	<u>\$ 20,481</u>	<u>\$ 3,957</u>	<u>\$ 20,481</u>	<u>\$ 3,957</u>
JURY AND WITNESS FUND				
Assets				
Cash	\$ 424	\$ 14,993	\$ 14,647	\$ 770
Liabilities				
Due to other governmental units	\$ 424	\$ 346	\$ -	\$ 770
PUBLIC DEFENDER OCCUPANCY TRUST FUND				
Assets				
Cash	\$ 1,708	\$ 104,340	\$ 96,499	\$ 9,549
Liabilities				
Due to other funds	\$ 146	\$ 189	\$ -	\$ 335
Due to Public Defender	1,562	7,652	-	9,214
Total liabilities	<u>\$ 1,708</u>	<u>\$ 7,841</u>	<u>\$ -</u>	<u>\$ 9,549</u>
REGISTRY OF COURT FUND				
Assets				
Cash	\$ 135,395	\$ 760,843	\$ 817,054	\$ 79,184
Liabilities				
Due to other funds	\$ 180	\$ 171	\$ -	\$ 351
Deposits held in escrow	122,218	36,125	93,656	64,687
Interest payable	12,997	1,541	392	14,146
Total liabilities	<u>\$ 135,395</u>	<u>\$ 37,837</u>	<u>\$ 94,048</u>	<u>\$ 79,184</u>

(continued)

COLUMBIA COUNTY, FLORIDA

CLERK OF THE CIRCUIT COURT

AGENCY FUNDS

COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

For the Fiscal Year Ended September 30, 1999

	<u>Balance</u> <u>Oct. 1, 1998</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>Sept. 30, 1999</u>
TOTALS - ALL AGENCY FUNDS				
Assets				
Cash	\$ 566,967	\$11,134,980	\$11,134,502	\$ 567,445
Dishonored checks receivable	5,561	8,626	10,709	3,478
Due from other funds	13,600	-	13,600	-
Due from individuals	565	-	565	-
Total assets	<u>\$ 586,693</u>	<u>\$11,143,606</u>	<u>\$11,159,376</u>	<u>\$ 570,923</u>
Liabilities				
Accounts payable	\$ 599	\$ -	\$ 599	\$ -
Court fees payable	74,568	624,076	664,321	34,323
Deposits held in escrow	122,218	36,125	93,656	64,687
Due to other funds	43,211	472,869	472,515	43,565
Due to other governmental units	278,198	3,953,499	3,881,496	350,201
Due to Public Defender	1,562	7,652	-	9,214
Interest payable	12,997	1,541	392	14,146
Juvenile installments	593	6,700	7,225	68
Suspense liability	15,197	32,671	25,835	22,033
Tax deeds sales	8,347	48,422	39,778	16,991
Retirement funds payable	8,508	346	2,920	5,934
Installments payable	7,095	223	327	6,991
Other current liabilities	13,600	2,770	13,600	2,770
Total liabilities	<u>\$ 586,693</u>	<u>\$ 5,186,894</u>	<u>\$ 5,202,664</u>	<u>\$ 570,923</u>

See notes to financial statements.

COMPLIANCE SECTION

COLUMBIA COUNTY, FLORIDA

CLERK OF THE CIRCUIT COURT

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL AWARDS

For the Fiscal Year Ended September 30, 1999

<u>Grantor/Program Title</u>	<u>Grant Number</u>	<u>Award Amount</u>	<u>Reported in Prior Years</u>	<u>Fund Balance October 1, 1998</u>	<u>1999</u>		<u>Fund Balance September 30, 1999</u>
					<u>Revenue Recognized</u>	<u>Expenditures</u>	
STATE FINANCIAL AWARDS							
Department of Juvenile Justice	80-03-07-780- 790-011	<u>\$ 24,171</u>	<u>\$ 1,040</u>	<u>\$ -</u>	<u>\$23,131</u>	<u>\$23,131</u>	<u>\$ -</u>

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

To the Clerk of the Circuit Court
Columbia County, Florida

We have audited the component unit general purpose financial statements of the Columbia County Clerk of the Circuit Court, a component unit of Columbia County, Florida, as of and for the year ended September 30, 1999, and have issued our report thereon dated July 3, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance - As part of obtaining reasonable assurance about whether the Columbia County Clerk of the Circuit Court's 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 that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting - In planning and performing our audit, we considered the Columbia County Clerk of the Circuit Court's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to the management of Columbia County Clerk of the Circuit Court in a separate letter dated July 3, 2000, on pages 3-18 - 3-19.

This report is intended for the information of management, Clerk of the Circuit Court of Columbia County, and the Board of County Commissioners. However, this report is a matter of public record and its distribution is not limited.


POWELL & JONES
July 3, 2000

MANAGEMENT LETTER

Honorable Clerk of the Circuit Court
Columbia County, Florida

In planning and performing our audit of the component unit general purpose financial statements of the Columbia County Clerk of the Circuit Court, a component unit of Columbia County, Florida, for the year ended September 30, 1999, we considered the Office's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of matters that are opportunities for strengthening internal controls and operating efficiencies. In addition to furnishing information required by Chapter 10.550, *Rules of the Auditor General*, and other compliance matters, the remaining sections of this report letter discuss these findings.

PRIOR YEAR FINDINGS

Cash Receipts - In the prior year, we noted that the cashier was able to void vouchers without prior approval. In order to strengthen controls over cash receipts, we recommended that all voided vouchers have prior approval from a responsible official whose duties do not relate to cash collections. By the time of our audit, but subsequent to year end, procedures were implemented to correct this finding.

CURRENT YEAR FINDINGS

There were no additional reportable findings in the current year.

ANNUAL REPORT OF UNITS OF LOCAL GOVERNMENT - The financial report for the year ended September 30, 1999, filed with the Department of Banking and Finance pursuant to Section 218.32, *Florida Statutes*, is in agreement with the audited financial statements. The financial statements of the Clerk of the Circuit Court are combined with other County agencies in that report.

FINANCIAL EMERGENCY STATUS - Nothing came to our attention that caused us to believe that the Clerk of the Circuit Court is, or during the fiscal year was, in a state of financial emergency as a consequence of conditions in Section 218.503(1), *Florida Statutes*.

PUBLIC RECORDS MODERNIZATION TRUST FUND - The Clerk of the Circuit Court complied with Section 28.24(15)(d), *Florida Statutes*, regarding the collection and use of Public Records Modernization Trust Fund moneys.



Powell & Jones
Certified Public Accountants

Donald L. Powell, CPA, CMA

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INDEPENDENT AUDITOR'S REPORT

Honorable Property Appraiser
Columbia County, Florida

We have audited the accompanying component unit general purpose financial statements of the Columbia County Property Appraiser, a component unit of Columbia County, Florida, as of and for the year ended September 30, 1999, as listed in the preceding table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1 to the financial statements, the accompanying financial statements present only the Columbia County Property Appraiser which is an integral part of Columbia County, the primary government for financial reporting purposes.

In our opinion, the component unit general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Columbia County Property Appraiser, a component unit of Columbia County, Florida, as of September 30, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Governmental Auditing Standards*, we have also issued a report dated June 14, 2000, on our consideration of the Columbia County Property Appraiser's internal control over financial reporting on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

Powell & Jones

POWELL & JONES

June 14, 2000

COMBINED FINANCIAL STATEMENTS

COLUMBIA COUNTY, FLORIDA

PROPERTY APPRAISER

**COMBINED BALANCE SHEET -
ALL FUND TYPES**

September 30, 1999

	<u>Governmental Fund Type</u>
	<u>General Fund</u>
ASSETS	
Current Assets	
Cash	<u>\$ 22,078</u>
 LIABILITIES AND FUND BALANCE	
LIABILITIES	
Current Liabilities	
Due to other governmental units	<u>\$ 22,078</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

PROPERTY APPRAISER

GENERAL FUND

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

For the Fiscal Year Ended September 30, 1999

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Excess (deficiency) of revenues and other financing sources over expenditures	\$ -	\$ -	\$ -
Fund balance at beginning of year	-	-	-
Fund balance at end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

PROPERTY APPRAISER

NOTES TO FINANCIAL STATEMENTS

September 30, 1999

NOTE 1. THE REPORTING ENTITY

Columbia County is a political subdivision of the State of Florida and, accordingly, is subject to restrictions imposed by the Florida Constitution and Statutes, as well as by its own ordinances. The County is governed by a board of five elected County Commissioners. Additionally, certain functions of county government are operated in a fiduciary capacity by five elected Constitutional Officers. These officers are the Clerk of the Circuit Court, Property Appraiser, Sheriff, Supervisor of Elections and Tax Collector. The Property Appraiser is an elected Constitutional Officer, whose Office is established by Article VIII of the Constitution of the State of Florida and is governed by various provisions of state law. The Office is an integral part of Columbia County, the primary government for financial reporting purposes.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the Property Appraiser's significant accounting policies is presented to assist the reader in understanding and interpreting the accompanying financial statements.

A. Basis of Presentation

The accounts of the Property Appraiser are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into one generic fund type and one broad fund category as follows:

GOVERNMENTAL FUND

General Fund - The General Fund is the general operating fund of the Property Appraiser. It is used to account for all financial resources not properly accounted for in any other fund.

In the governmental funds, compensated absences that are expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability in the fund that will pay for them. The remainder of the compensated absences liability is reported in the General Long-Term Debt Account Group of the Board of County Commissioners.

NOTE 3. DEFINED BENEFIT PENSION PLAN

All Columbia County full-time employees participate in the Florida Retirement System ("the System"), a multiple-employer public employee retirement system. The payroll for Property Appraiser employees covered by the System for the year ended September 30, 1999, was \$425,017; this figure also represents the total payroll.

Membership is compulsory for all full-time and part-time employees working in a regularly established position for Columbia County. Elected County officials may elect not to participate in the System.

The Florida Retirement System provides vesting of benefits after ten years of creditable service, eight years for Elected State and County Officers' Class (ESCOC), or seven years for Senior Management Service Class (SMSC). Members are eligible for normal retirement when they have met the minimum requirements for their specific class of membership. Early retirement may be taken any time after vesting; however, there is a 5% benefit reduction for each year prior to normal retirement age.

Benefits are computed on the basis of age, average final compensation, and service credit. Average final compensation is the average of the five highest fiscal years of earnings. Members may select one of four benefit options at retirement. The System also provides death and disability benefits.

Retirement coverage is employee noncontributory. Employers pay all contributions. Rates are based on class of membership. The contribution requirement for the year ended September 30, 1999, was \$71,963, which represents 16.93% of covered payroll.

The "actuarial accrued liability" is a standardized measure of the present value of pension benefits, adjusted for the effects of projected salary increases, estimated to be payable in the future as a result of employee service to date. The measure is the actuarial present value of credited projected benefits and is intended to help users (1) assess the Florida Retirement Systems' funding status on a going-concern basis, (2) assess progress in accumulating sufficient assets to pay benefits when due, and (3) make comparisons among Public Employee Retirement Systems. The measure is independent of and should not be confused with the actuarial funding method used to determine contributions to the System.

At June 30, 1999, the unfunded actuarial accrued liability for the State of Florida Retirement System, determined through an actuarial valuation performed as of that date was \$(9.220) billion, as follows:

	<u>Billions</u>
Actuarial Accrued Liability	\$ 68.575
Actuarial Value of Assets	77.795
Unfunded Actuarial Accrued Liability	<u>\$ (9.220)</u>

COMPLIANCE SECTION

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

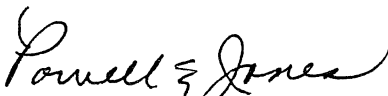
To the Property Appraiser
Columbia County, Florida

We have audited the component unit general purpose financial statements of the Columbia County Property Appraiser, a component unit of Columbia County, Florida, as of and for the year ended September 30, 1999, and have issued our report thereon dated June 14, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance - As part of obtaining reasonable assurance about whether the Columbia County Property Appraiser's 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 that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting - In planning and performing our audit we considered the Columbia County Property Appraiser's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information of management, the Board of County Commissioners, and Property Appraiser of Columbia County. However, this report is a matter of public record and its distribution is not limited.


POWELL & JONES
June 14, 2000

MANAGEMENT LETTER

Honorable Property Appraiser
Columbia County, Florida

In planning and performing our audit of the component unit general purpose financial statements of the Columbia County Property Appraiser, a component unit of Columbia County, Florida, for the year ended September 30, 1999, we considered the Office's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

This letter furnishes information required by Chapter 10.550, *Rules of the Auditor General*.

PRIOR YEAR FINDINGS - There were no reportable findings in the prior year.

CURRENT YEAR FINDINGS - There were no reportable findings in the current year.

ANNUAL REPORT OF UNITS OF LOCAL GOVERNMENT - The financial report for the year ended September 30, 1999, filed with the Department of Banking and Finance pursuant to Section 218.32, *Florida Statutes*, is in agreement with the audited financial statements. The financial statements of the Property Appraiser are combined with other County Agencies in that report.

FINANCIAL EMERGENCY STATUS - Nothing came to our attention that caused us to believe that the Property Appraiser is, or during the fiscal year was, in a state of financial emergency as a consequence of conditions in Section 218.503(1), *Florida Statutes*.

Our audit did not disclose any further items that would be required to be reported under the *Rules of the Auditor General*, Chapter 10.544(1)(f).

CONCLUSION - We have reviewed information regarding our audit with the Property Appraiser and have provided appropriate documentation as requested. We very much enjoyed the challenges and experiences associated with this year's examination of the County. We appreciate the helpful assistance of all County employees in completing this year's audit.

Sincerely,

POWELL & JONES



Richard C. Powell
Certified Public Accountant
June 14, 2000



7/15/00
7/15/00

2030 N. First Street
Columbia City, Florida 32205
813/745-7200
Fax: 813/750-1490

INDEPENDENT AUDITOR'S REPORT

Honorable Sheriff
Columbia County, Florida

We have audited the accompanying component unit general purpose financial statements of the Columbia County Sheriff, a component unit of Columbia County, Florida, as of and for the year ended September 30, 1999, as listed in the preceding table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards 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 general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1 to the financial statements, the accompanying financial statements present only the Columbia County Sheriff which is an integral part of Columbia County, the primary government for financial reporting purposes.

In our opinion, the component unit general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Columbia County Sheriff, a component unit of Columbia County, Florida, as of September 30, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued a report dated August 15, 2000, on our consideration of the Columbia County Sheriff's internal control over financial reporting and our tests on its compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund financial statements listed in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Columbia County Sheriff. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Powell & Jones
POWELL & JONES
August 15, 2000

COMBINED FINANCIAL STATEMENTS

COLUMBIA COUNTY, FLORIDA

SHERIFF

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - ALL GOVERNMENTAL FUND TYPES

For the Fiscal Year Ended September 30, 1999

	<u>General Fund</u>	<u>Special Revenue Funds</u>	<u>Totals (Memorandum Only)</u>
REVENUES			
Charges for services	\$ -	\$ 101,687	\$ 101,687
Fines and forfeitures	-	23,622	23,622
Miscellaneous	-	<u>128,751</u>	<u>128,751</u>
Total revenues	<u>-</u>	<u>254,060</u>	<u>254,060</u>
 EXPENDITURES			
Current Expenditures			
Public safety	7,203,085	204,853	7,407,938
Capital Outlay			
Public safety	641,961	23,272	665,233
Debt Service			
Public safety	<u>3,369</u>	<u>3,369</u>	<u>6,738</u>
Total expenditures	<u>7,848,415</u>	<u>231,494</u>	<u>8,079,909</u>
 Excess (deficiency) of revenues over expenditures	 <u>(7,848,415)</u>	 <u>22,566</u>	 <u>(7,825,849)</u>
 OTHER FINANCING SOURCES (USES)			
Transfers from Board of County Commissioners	<u>7,848,415</u>	<u>-</u>	<u>7,848,415</u>
 Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	 -	 22,566	 22,566
 Fund balances at beginning of year	 <u>-</u>	 <u>70,739</u>	 <u>70,739</u>
Fund balances at end of year	<u>\$ -</u>	<u>\$ 93,305</u>	<u>\$ 93,305</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

SHERIFF

COMBINED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES -
BUDGET AND ACTUAL

GENERAL AND SPECIAL REVENUE FUNDS

For the Fiscal Year Ended September 30, 1999

	<u>General Fund</u>			<u>Special Revenue Funds</u>		
	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Excess (deficiency) of revenues and other financing sources over expenditures	\$ -	\$ -	\$ -	\$ 22,566	\$ 22,566	\$ -
Fund balances at beginning of year	-	-	-	70,739	70,739	-
Fund balances at end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 93,305</u>	<u>\$ 93,305</u>	<u>\$ -</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

SHERIFF

NOTES TO FINANCIAL STATEMENTS

September 30, 1999

NOTE 1. THE REPORTING ENTITY

Columbia County is a political subdivision of the State of Florida and, accordingly, is subject to restrictions imposed by the Florida Constitution and Statutes, as well as by its own ordinances. The County is governed by a board of five elected County Commissioners. Additionally, certain functions of county government are operated in a fiduciary capacity by five elected Constitutional Officers. These officers are the Clerk of the Circuit Court, Property Appraiser, Sheriff, Supervisor of Elections and Tax Collector. The Sheriff is an elected Constitutional Officer, whose Office is established by Article VIII of the Constitution of the State of Florida and is governed by various provisions of state law. The Office is an integral part of Columbia County, the primary government for financial reporting purposes.

NOTE. 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the Sheriff's significant accounting policies is presented to assist the reader in understanding and interpreting the accompanying financial statements.

A. Basis of Presentation

The accounts of the Sheriff are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into two generic fund types and two broad fund categories as follows:

GOVERNMENTAL FUNDS

General Fund - The General Fund is the general operating fund of the Sheriff. It is used to account for all financial resources not properly accounted for in any other fund.

Special Revenue Funds - Special Revenue Funds are used to account for the collection and disbursement of earmarked revenues utilized in the general activities of a government.

FIDUCIARY FUNDS

Agency Funds - Agency Funds are required and used by the Sheriff to account for resources received from and disbursed to other governmental units, other funds of Columbia County and individuals. The Sheriff functions purely as an agent for others in the maintenance of these funds.

Bank Deposit Covered By	Category			Bank Balance
	1	2	3	
Eligible Collateral	\$ 579,047	\$ -	\$ -	\$ 579,047
FDIC Insurance	211,021	-	-	211,021
Total Deposits	<u>\$ 790,068</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 790,068</u>

E. Inventories

It is the policy of the Sheriff to record the acquisition of supplies as expenditures at the time of purchase. The amount of supplies on hand at any one time would be a nominal amount and considered to be immaterial.

F. Property, Plant and Equipment

Fixed assets used in governmental fund type operations are accounted for in the General Fixed Assets Group of Accounts. All fixed assets acquired by purchase are recorded at historical cost. Donated assets are recorded at estimated fair market value at the date donated. No depreciation has been provided on the Sheriff's general fixed assets.

G. Compensated Absences

Compensated absences are absences for which employees will be paid, such as vacation and sick leave. A liability for compensated absences that are attributable to services already rendered and that are not contingent on a specific event that is outside the control of the government and its employees is accrued as employees earn the rights to the benefits. Compensated absences that relate to future services or that are contingent on a specific event that is outside the control of the government and its employees are accounted for in the period in which such services are rendered or such events take place.

In the governmental funds, compensated absences that are expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability in the fund of the Board of County Commissioners that will pay for them. The remainder of the compensated absences liability is reported in the General Long-Term Debt Account Group.

H. Total Column on the Combined Statements

The total column on the combined statements is captioned "Memorandum Only" to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations, or changes in cash flows in conformity with generally accepted accounting principles, nor is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 3. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance 10/01/98	Additions	Deletions	Balance 09/30/99
Equipment	<u>\$ 2,321,460</u>	<u>\$ 533,963</u>	<u>\$ 32,874</u>	<u>\$ 2,822,549</u>

NOTE 5. CONTINGENT LIABILITIES

The Sheriff is defendant in various pending or threatened litigation. Although the outcome of these lawsuits is not presently determinable, in the opinion of the Sheriff's counsel, the resolution of these matters will not have a material adverse effect on the financial condition of the Sheriff.

NOTE 6. RISK MANAGEMENT

The Sheriff participates in various public entity risk pools for certain of its insurance coverages. Under these insurance risk pools, the Sheriff entity risk pool pays annual premiums to the pools for its insurance coverages. The agreements for formation of the pools provide that the pools will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of specific amounts.

The Sheriff continues to carry commercial insurance for other risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

The pooling agreements allow for the pools to make additional assessments to make the pools self-sustaining. It is not possible to estimate the amount of such additional assessments, which might have to be paid by the Sheriff.

The pooling agreements require the pool to be self-sustaining. It is not possible to estimate the amount of losses, which might have to be borne by the Sheriff.

NOTE 7. LONG-TERM DEBT

The Sheriff has an installment payment agreement with Xerox Corporation for a copy machine costing \$26,459. The agreement calls for sixty monthly payments of \$536, including interest at 8%.

Annual debt service requirements to maturity for this note, including interest of \$1,480 is as follows:

<u>Year End</u> <u>September 30</u>	<u>Amount</u>
2000	\$ 6,438
2001	6,438
2002	6,438
2003	537
	<u>\$ 19,851</u>

Changes in Long-Term Liabilities - During the year ended September 30, 1999, the following occurred in liabilities reported in the general long-term debt account group:

	<u>Balance</u> <u>10/01/98</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance</u> <u>09/30/99</u>
Note payable	<u>\$ 23,130</u>	<u>\$ -</u>	<u>\$ 4,759</u>	<u>\$ 18,371</u>

GENERAL FUND

COLUMBIA COUNTY, FLORIDA

SHERIFF

GENERAL FUND

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

For the Fiscal Year Ended September 30, 1999

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
EXPENDITURES			
Public safety			
Personal services	\$ 420,512	\$ 297,924	\$ 122,588
Operating expenses	60,335	56,719	3,616
Capital outlay	4,296	4,296	-
Total public safety	<u>485,143</u>	<u>358,939</u>	<u>126,204</u>
COPS Grant			
Personal services	<u>344,930</u>	<u>344,930</u>	<u>-</u>
STOP Grant			
Personal services	54,610	54,690	(80)
Operating expenses	11,192	11,192	-
Capital outlay	12,169	12,169	-
Total STOP grant	<u>77,971</u>	<u>78,051</u>	<u>(80)</u>
BLOCK Grant			
Personal services	11,460	11,460	-
Capital outlay	51,211	51,211	-
Total BLOCK grant	<u>62,671</u>	<u>62,671</u>	<u>-</u>
Multi-Jurisdictional Task Force Grant			
Personal services	123,654	122,933	721
Operating expenses	5,160	4,879	281
Capital outlay	34,840	34,810	30
Total Multi-Jurisdictional Task	<u>163,654</u>	<u>162,622</u>	<u>1,032</u>
Sheriff administration			
Personal services	396,809	370,517	26,292
Operating expenses	58,010	65,140	(7,130)
Capital outlay	136,421	44,349	92,072
Debt service	-	3,369	(3,369)
Total Sheriff administration	<u>591,240</u>	<u>483,375</u>	<u>107,865</u>
Sheriff road patrol			
Personal services	1,236,972	1,218,547	18,425
Operating expenses	318,435	329,777	(11,342)
Capital outlay	317,510	317,926	(416)
Total Sheriff road patrol	<u>1,872,917</u>	<u>1,866,250</u>	<u>6,667</u>

(continued)

COLUMBIA COUNTY, FLORIDA

SHERIFF

GENERAL FUND

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

For the Fiscal Year Ended September 30, 1999

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
OTHER FINANCING SOURCES			
Interfund transfer	<u>\$ 8,050,282</u>	<u>\$ 7,848,413</u>	<u>\$ (201,869)</u>
Excess (deficiency) of revenues and other financing sources over expenditures	-	-	-
Fund balance at beginning of year	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance at end of year	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

See notes to financial statements.

COMBINING STATEMENTS

SPECIAL REVENUE FUNDS

COLUMBIA COUNTY, FLORIDA

SHERIFF

SPECIAL REVENUE FUNDS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

For the Fiscal Year Ended September 30, 1999

	Minimum Standards School	Sheriff Inmate Welfare	Sheriff Work Program	Totals
REVENUES				
Charges for services	\$ -	\$ 101,687	\$ -	\$ 101,687
Fines and forfeitures	23,622	-	-	23,622
Miscellaneous	76	85,079	43,596	128,751
Total revenues	23,698	186,766	43,596	254,060
EXPENDITURES				
Current Expenditures				
Public safety	15,055	163,729	26,069	204,853
Capital Outlay				
Public safety	-	17,850	5,422	23,272
Debt Service				
Public safety	-	3,369	-	3,369
Total expenditures	15,055	184,948	31,491	231,494
Excess (deficiency) of revenues over expenditures	8,643	1,818	12,105	22,566
Fund balances at beginning of year	2,378	53,929	14,432	70,739
Fund balances at end of year	\$ 11,021	\$ 55,747	\$ 26,537	\$ 93,305

See notes to financial statements.

AGENCY FUNDS

COLUMBIA COUNTY, FLORIDA

SHERIFF

AGENCY FUNDS

COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

For the Fiscal Year Ended September 30, 1999

	<u>Balance</u> <u>Oct. 1, 1998</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>Sept. 30, 1999</u>
INMATE TRUST FUND				
Assets				
Cash	\$ <u>20,877</u>	\$ <u>232,088</u>	\$ <u>227,816</u>	\$ <u>25,149</u>
Liabilities				
Due to individuals	\$ <u>20,877</u>	\$ <u>232,088</u>	\$ <u>227,816</u>	\$ <u>25,149</u>
 TRUST FUND				
Assets				
Cash	\$ <u>122,424</u>	\$ <u>407,995</u>	\$ <u>460,145</u>	\$ <u>70,274</u>
Liabilities				
Cash bonds liability	\$ 109,845	\$ 291,124	\$ 344,410	\$ 56,559
Individual depositors liability	12,419	115,922	114,698	13,643
Other current liabilities	160	1,110	1,198	72
Total liabilities	\$ <u>122,424</u>	\$ <u>408,156</u>	\$ <u>460,306</u>	\$ <u>70,274</u>
 TOTALS - ALL AGENCY FUNDS				
Assets				
Cash	\$ <u>143,301</u>	\$ <u>640,083</u>	\$ <u>687,961</u>	\$ <u>95,423</u>
Liabilities				
Cash bonds liability	\$ 109,845	\$ 291,124	\$ 344,410	\$ 56,559
Individual depositors liability	12,419	115,922	114,698	13,643
Due to individuals	20,877	232,088	227,816	25,149
Other current liabilities	160	1,110	1,198	72
Total liabilities	\$ <u>143,301</u>	\$ <u>640,244</u>	\$ <u>688,122</u>	\$ <u>95,423</u>

See notes to financial statements.

COMPLIANCE SECTION

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


To the Sheriff
Columbia County, Florida

We have audited the component unit general purpose financial statements of the Columbia County Sheriff, a component unit of Columbia County, Florida, as of and for the year ended September 30, 1999, and have issued our report thereon dated August 15, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance - As part of obtaining reasonable assurance about whether the Columbia County Sheriff's 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 that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting - In planning and performing our audit, we considered the Columbia County Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to the management of the Columbia County Sheriff in a separate letter dated August 15, 2000, on pages 5-20 - 5-21.

This report is intended for the information of management, Sheriff of Columbia County, and the Board of County Commissioners. This restriction is not intended to limit the distribution of this report, which is a matter of public record.


POWELL & JONES
August 15, 2000

MANAGEMENT LETTER

Honorable Sheriff
Columbia County, Florida

In planning and performing our audit of the component unit general purpose financial statements of the Columbia County Sheriff, a component unit of Columbia County, Florida, for the year ended September 30, 1999, we considered the Office's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of matters that are opportunities for strengthening internal controls over operating efficiencies. In addition to furnishing information required by Chapter 10.550, *Rules of the Auditor General*, and other compliance matters, the remaining sections of this report letter discuss these findings.

PRIOR YEAR FINDINGS

There were no reportable findings in the prior year.

CURRENT YEAR FINDINGS

Bank reconciliations - From our audit of cash, we found that a check written from the Inmate Trust Fund on September 1, 1999, to reimburse the operating account, was still listed as outstanding on the May, 2000 bank reconciliation, eight months later. Upon our inquiry, this check was reissued and properly deposited. To strengthen internal control, we recommend that outstanding checks over three months old be promptly investigated and any necessary subsequent actions taken.

ANNUAL REPORT OF UNITS OF LOCAL GOVERNMENT - The financial report for the year ended September 30, 1999, will be filed with the Department of Banking and Finance pursuant to Section 218.32, *Florida Statutes*. The financial statements of the Sheriff will be combined with other County agencies in that report.

FINANCIAL EMERGENCY STATUS - Nothing came to our attention that caused us to believe that the Sheriff is, or during the fiscal year was, in a state of financial emergency as a consequence of conditions in Section 218.503(1), *Florida Statutes*.

Our audit did not disclose any further items that would be required to be reported under the *Rules of the Auditor General*, Chapter 10.544(1)(f).



POWELL & JONES
Certified Public Accountants

Thomas G. Powell, Jr., CPA
William Jones, CPA

2505 U. First Street
Lake City, Florida 32025
904 / 755-4200
Fax: 904 / 755-4490

INDEPENDENT AUDITOR'S REPORT

Honorable Supervisor of Elections
Columbia County, Florida


We have audited the accompanying component unit general purpose financial statements of the Columbia County Supervisor of Elections, a component unit of Columbia County, Florida, as of and for the year ended September 30, 1999, as listed in the preceding table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1 to the financial statements, the accompanying financial statements present only the Columbia County Supervisor of Elections which is an integral part of Columbia County, the primary government for financial reporting purposes.

In our opinion, the component unit general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Columbia County Supervisor of Elections, a component unit of Columbia County, Florida, as of September 30, 1999, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with *Government Auditing Standards*, we have also issued a report dated July 25, 2000, on our consideration of the Columbia County Supervisor of Elections internal control over financial reporting on our tests of its compliance with certain provisions of laws, regulations, contracts and grants.


POWELL & JONES
July 25, 2000

COMBINED FINANCIAL STATEMENTS

COLUMBIA COUNTY, FLORIDA

SUPERVISOR OF ELECTIONS

GENERAL FUND

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

For the Fiscal Year Ended September 30, 1999

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Miscellaneous			
Other miscellaneous	\$ 955	\$ 955	\$ -
EXPENDITURES			
General government			
Other general government			
Personal services Supervisor	214,914	214,914	-
Personal services Elections	56,387	56,387	-
Operating expenses Supervisor	10,724	10,724	-
Operating expenses Elections	72,066	72,066	-
Capital outlay	7,047	7,047	-
Debt service	1,804	1,804	-
Total expenditures	<u>362,942</u>	<u>362,942</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	<u>(361,987)</u>	<u>(361,987)</u>	<u>-</u>
OTHER FINANCING SOURCES			
Transfers from Board of County Commissioners	<u>361,987</u>	<u>361,987</u>	<u>-</u>
Total other financing sources	<u>361,987</u>	<u>361,987</u>	<u>-</u>
Excess (deficiency) of revenues and other financing sources over expenditures	-	-	-
Fund balance at beginning of year	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance at end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

SUPERVISOR OF ELECTIONS

NOTES TO FINANCIAL STATEMENTS

September 30, 1999

NOTE 1. THE REPORTING ENTITY

Columbia County is a political subdivision of the State of Florida and, accordingly, is subject to restrictions imposed by the Florida Constitution and Statutes, as well as by its own ordinances. The County is governed by a board of five elected County Commissioners. Additionally, certain functions of county government are operated in a fiduciary capacity by five elected Constitutional Officers. These officers are the Clerk of the Circuit Court, Property Appraiser, Sheriff, Supervisor of Elections and Tax Collector. The Supervisor of Elections is an elected Constitutional Officer, whose Office is established by Article VIII of the Constitution of the State of Florida and is governed by various provisions of state law. The Office is an integral part of Columbia County, the primary government for financial reporting purposes.

NOTE. 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the Supervisor of Elections' significant accounting policies is presented to assist the reader in understanding and interpreting the accompanying financial statements.

A. Basis of Presentation

The accounts of the Supervisor of Elections are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into two generic fund types and two broad fund categories as follows:

GOVERNMENTAL FUND

General Fund - The General Fund is the general operating fund of the Supervisor of Elections. It is used to account for all financial resources not properly accounted for in any other fund.

FIDUCIARY FUND

Agency Fund - Agency Funds are required and used by the Supervisor of Elections to account for resources received from and disbursed to other governmental units, other funds of Columbia County and individuals. The Supervisor of Elections functions purely as an agent for others in the maintenance of the Fee Fund.

The Fee Fund was not utilized during the current year.

In the governmental funds, compensated absences that are expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability in the fund that will pay for them. The remainder of the compensated absences liability is reported in the General Long-Term Debt Account Group of the Board of County Commissioners.

H. Total Column on the Combined Statements

The total column on the combined statements is captioned "Memorandum Only" to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations, or changes in cash flows in conformity with generally accepted accounting principles, nor is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 3. DEFINED BENEFIT PENSION PLAN

All Columbia County full-time employees participate in the Florida Retirement System ("the System"), a multiple-employer public employee retirement system. The payroll for Supervisor of Elections employees covered by the System for the year ended September 30, 1999, was \$166,736; the total payroll was \$178,355.

Membership is compulsory for all full-time and part-time employees working in a regularly established position for Columbia County. Elected County officials may elect not to participate in the System.

The Florida Retirement System provides vesting of benefits after ten years of creditable service, eight years for Elected State and County Officers' Class (ESCOC), or seven years for Senior Management Service Class (SMSC). Members are eligible for normal retirement when they have met the minimum requirements for their specific class of membership. Early retirement may be taken any time after vesting; however, there is a 5% benefit reduction for each year prior to normal retirement age.

Benefits are computed on the basis of age, average final compensation, and service credit. Average final compensation is the average of the five highest fiscal years of earnings. Members may select one of four benefit options at retirement. The System also provides death and disability benefits.

Retirement coverage is employee noncontributory. Employers pay all contributions. Rates are based on class of membership. The contribution requirement for the year ended September 30, 1999, was \$33,374, which represents 20.0% of covered payroll.

The "actuarial accrued liability" is a standardized measure of the present value of pension benefits, adjusted for the effects of projected salary increases, estimated to be payable in the future as a result of employee service to date. The measure is the actuarial present value of credited projected benefits and is intended to help users (1) assess the Florida Retirement Systems' funding status on a going-concern basis, (2) assess progress in accumulating sufficient assets to pay benefits when due, and (3) make comparisons among Public Employee Retirement Systems. The measure is independent of and should not be confused with the actuarial funding method used to determine contributions to the System.

At June 30, 1999, the unfunded actuarial accrued liability for the State of Florida Retirement System, determined through an actuarial valuation performed as of that date was \$(9.220) billion, as follows:

COMPLIANCE SECTION

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


To the Supervisor of Elections
Columbia County, Florida

We have audited the component unit general purpose financial statements of the Columbia County Supervisor of Elections, a component unit of Columbia County, Florida, as of and for the year ended September 30, 1999, and have issued our report thereon dated July 25, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance - As part of obtaining reasonable assurance about whether the Columbia County Supervisor of Elections' 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 that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting - In planning and performing our audit we consider the Columbia County Supervisor of Elections' internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to the management of Columbia County Supervisor of Elections in a separate letter dated July 25, 2000, on pages 6-9 - 6-10.

This report is intended for the information of management, the Board of County Commissioners, and Supervisor of Elections of Columbia County. However, this report is a matter of public record and its distribution is not limited.


POWELL & JONES
July 25, 2000

MANAGEMENT LETTER

Honorable Supervisor of Elections
Columbia County, Florida

In planning and performing our audit of the component unit general purpose financial statements of the Columbia County Supervisor of Elections, a component unit of Columbia County, Florida, for the year ended September 30, 1999, we considered the Office's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of matters that are opportunities for strengthening internal controls and operating efficiencies. In addition to furnishing information required by Chapter 10.550, *Rules of the Auditor General*, and other compliance matters, the remaining sections of this report letter discuss these findings.

PRIOR YEAR FINDINGS

Employee Bonding - From our review of insurance coverages in the prior and current years, we could not ascertain that all employees of the Office involved in cash transactions, were covered by honesty bonding insurance. To increase office internal control, we recommend that appropriate bonding insurance be obtained by the Office.

CURRENT YEAR FINDINGS

Travel - From our audit of travel expense reimbursements, we found instances where travel vouchers did not indicate times of departure and return. To properly document meal allowances paid for out-of-area travel, times of departure and returns should be included on all travel vouchers.

ANNUAL REPORT OF UNITS OF LOCAL GOVERNMENT - The financial report for the year ended September 30, 1999, filed with the Department of Banking and Finance pursuant to Section 218.32, *Florida Statutes*, is in agreement with the audited financial statements. The financial statements of the Supervisor of Elections are combined with other County Agencies in that report.

FINANCIAL EMERGENCY STATUS - Nothing came to our attention that caused us to believe that the Supervisor of Elections is, or during the fiscal year was, in a state of financial emergency as a consequence of conditions in Section 218.503(1), *Florida Statutes*.

Our audit did not disclose any further items that would be required to be reported under the *Rules of the Auditor General*, Chapter 10.544(1)(f).

COLUMBIA COUNTY, FLORIDA

TAX COLLECTOR

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

September 30, 1999

	<u>Governmental Fund Type</u>	<u>Fiduciary Fund Type</u>	<u>Totals (Memorandum Only)</u>
	<u>General Fund</u>	<u>Agency Funds</u>	
ASSETS			
Cash	\$ 223,162	\$ 695,815	\$ 918,977
Dishonored checks receivable	-	1,578	1,578
Due from other funds	15,165	45,655	60,820
Due from other governmental units	-	267	267
Other current assets	454	-	454
Total assets	<u>\$ 238,781</u>	<u>\$ 743,315</u>	<u>\$ 982,096</u>
LIABILITIES AND FUND EQUITY			
LIABILITIES			
Accounts payable	\$ 5,000	\$ -	\$ 5,000
Accrued payroll deductions	10,528	-	10,528
Due to other funds	411	60,409	60,820
Due to other governmental units	222,842	628,824	851,666
Other current liabilities	-	54,082	54,082
Total liabilities and fund equity	<u>\$ 238,781</u>	<u>\$ 743,315</u>	<u>\$ 982,096</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

TAX COLLECTOR

GENERAL FUND

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

For the Fiscal Year Ended September 30, 1999

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
EXPENDITURES			
General government			
Financial and administrative			
Personal services	\$ 625,325	\$ 610,489	\$ 14,836
Operating expenses	122,017	114,884	7,133
Capital outlay	19,800	19,942	(142)
Debt service	-	-	-
Total expenditures	<u>767,142</u>	<u>745,315</u>	<u>21,827</u>
Excess (deficiency) of revenues over expenditures	<u>(368,713)</u>	<u>(300,198)</u>	<u>68,515</u>
OTHER FINANCING SOURCES			
Transfers from the Board of County Commissioners	<u>368,713</u>	<u>300,198</u>	<u>(68,515)</u>
Excess (deficiency) of revenues and other financing sources over expenditures	-	-	-
Fund balance at beginning of year	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance at end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See notes to financial statements.

COLUMBIA COUNTY, FLORIDA

TAX COLLECTOR

NOTES TO FINANCIAL STATEMENTS

September 30, 1999

NOTE 1. THE REPORTING ENTITY

Columbia County is a political subdivision of the State of Florida and, accordingly, is subject to restrictions imposed by the Florida Constitution and Statutes, as well as by its own ordinances. The County is governed by a board of five elected County Commissioners. Additionally, certain functions of county government are operated in a fiduciary capacity by five elected Constitutional Officers. These officers are the Clerk of the Circuit Court, Property Appraiser, Sheriff, Supervisor of Elections and Tax Collector. The Tax Collector is an elected Constitutional Officer, whose Office is established by Article VIII of the Constitution of the State of Florida and is governed by various provisions of state law. The Office is an integral part of Columbia County, the primary government for financial reporting purposes. The Office operates from revenues generated by commissions and fees as provided by law.

NOTE. 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the Tax Collector's significant accounting policies is presented to assist the reader in understanding and interpreting the accompanying financial statements.

A. Basis of Presentation

The accounts of the Tax Collector are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, into two generic fund types and two broad fund categories as follows:

GOVERNMENTAL FUND

General Fund - The General Fund is the general operating fund of the Tax Collector. It is used to account for all financial resources not properly accounted for in any other fund.

FIDUCIARY FUNDS

Agency Funds - Agency Funds are required and used by the Tax Collector to account for resources received from and disbursed to other governmental units, other funds of Columbia County and individuals. The Tax Collector functions purely as an agent for others in the maintenance of these funds. The following Agency Funds are maintained:

E. Inventories

It is the policy of the Tax Collector to record the acquisition of supplies as expenditures at the time of purchase. The amount of supplies on hand at any one time would be a nominal amount and considered to be immaterial.

F. Property, Plant and Equipment

Fixed assets used in governmental fund type operations are accounted for in the General Fixed Asset Group of Accounts, except for its infrastructure fixed assets which the County has elected not to report. All fixed assets acquired by purchase are recorded at historical cost. Donated assets are recorded at estimated fair market value at the date donated. No depreciation has been provided on the County's general fixed assets. Assets purchased by the Tax Collector are reported in the Board of County Commissioners' General Fixed Asset Account Group.

G. Compensated Absences

Compensated absences are absences for which employees will be paid, such as vacation and sick leave. A liability for compensated absences that are attributable to services already rendered and that are not contingent on a specific event that is outside the control of the government and its employees is accrued as employees earn the rights to the benefits. Compensated absences that relate to future services or that are contingent on a specific event that is outside the control of the government and its employees are accounted for in the period in which such services are rendered or such events take place.

In the governmental funds, compensated absences that are expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability in the fund that will pay for them. The remainder of the compensated absences liability is reported in the General Long-Term Debt Account Group of the Board of County Commissioners.

H. Total Column on the Combined Statements

The total column on the combined statements is captioned "Memorandum Only" to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position, results of operations, or changes in cash flows in conformity with generally accepted accounting principles, nor is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 3. DEFINED BENEFIT PENSION PLAN

All Columbia County full-time employees participate in the Florida Retirement System ("the System"), a multiple-employer public employee retirement system. The payroll for Tax Collector employees covered by the System for the year ended September 30, 1999, was \$446,551; this figure also represents the total full-time payroll.

Membership is compulsory for all full-time and part-time employees working in a regularly established position for Columbia County. Elected County officials may elect not to participate in the System.

The Florida Retirement System provides vesting of benefits after ten years of creditable service, eight years for Elected State and County Officers' Class (ESCOC), or seven years for Senior Management Service Class (SMSC). Members are eligible for normal retirement when they have met the minimum requirements for

NOTE 5. YEAR 2000 ISSUE (UNAUDITED)

The Year 2000 Issue is the result of shortcomings in many electronic data processing systems and other electronic equipment that may adversely affect the Tax Collector's operations as early as fiscal year 1999.

The Tax Collector has completed an inventory of computer systems and other electronic equipment that may be affected by the Year 2000 Issue and that are necessary to conducting its operations. Based on this inventory and related improvements already completed or underway and documentation furnished by hardware and software providers, the Tax Collector believes that the Year 2000 Issue will not pose significant operational problems for its computer systems.

COMBINING STATEMENTS

AGENCY FUNDS

COLUMBIA COUNTY, FLORIDA

TAX COLLECTOR

AGENCY FUNDS

COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES

For the Fiscal Year Ended September 30, 1999

	<u>Balance</u> <u>Oct. 1, 1998</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>Sept. 30, 1999</u>
TAG AGENCY FUND				
Liabilities				
Due to other funds	\$ 1,273	\$ 7,184	\$ -	\$ 8,457
Due to other governmental units	104,635	4,384,581	4,386,985	102,231
Other current liabilities	164	1,980	1,341	803
Total liabilities	<u>\$ 106,072</u>	<u>\$4,393,745</u>	<u>\$4,388,326</u>	<u>\$ 111,491</u>
 TOTALS - ALL AGENCY FUNDS				
Assets				
Cash	\$ 658,397	\$31,938,990	\$31,901,572	\$ 695,815
Dishonored checks receivable	1,039	539	-	1,578
Due from other funds	101,869	69	56,283	45,655
Due from other governmental units	-	267	-	267
Total assets	<u>\$ 761,305</u>	<u>\$31,939,865</u>	<u>\$31,957,855</u>	<u>\$ 743,315</u>
 Liabilities				
Due to other funds	\$ 104,653	\$ 29,394	\$ 73,638	\$ 60,409
Due to other governmental units	500,763	4,614,914	4,486,853	628,824
Escrow funds payable	465	474	184	755
Occupational licenses payable	46,438	57,944	56,748	47,634
Taxes payable	-	25,683,183	25,683,183	-
Other current liabilities	108,986	1,649,755	1,753,048	5,693
Total liabilities	<u>\$ 761,305</u>	<u>\$32,035,664</u>	<u>\$32,053,654</u>	<u>\$ 743,315</u>

See notes to financial statements.

COMPLIANCE SECTION

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

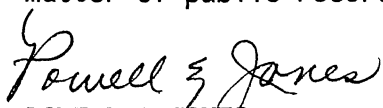
To the Tax Collector
Columbia County, Florida

We have audited the component unit general purpose financial statements of the Columbia County Tax Collector, a component unit of Columbia County, Florida, as of and for the year ended September 30, 1999, and have issued our report thereon dated June 21, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance - As part of obtaining reasonable assurance about whether the Columbia County Tax Collector's 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 that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting - In planning and performing our audit we considered the Columbia County Tax Collector's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we have reported to the management of the Columbia County Tax Collector in a separate letter dated June 21, 2000, on pages 7-13 - 7-14.

This report is intended for the information of management, the Board of County Commissioners, and Tax Collector of Columbia County. However, this report is a matter of public record and its distribution is not limited.


POWELL & JONES
June 21, 2000

MANAGEMENT LETTER

Honorable Tax Collector
Columbia County, Florida

In planning and performing our audit of the component unit general purpose financial statements of the Columbia County Tax Collector, a component unit of Columbia County, Florida, for the year ended September 30, 1999, we considered the Office's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of matters that are opportunities for strengthening internal controls and operating efficiencies. In addition to furnishing information required by Chapter 10.550, *Rules of the Auditor General*, and other compliance matters, the remaining sections of this report letter discuss these findings.

PRIOR YEAR FINDINGS

There were no reportable findings in the prior year.

CURRENT YEAR FINDINGS

Travel - From our review of travel expenses during the year, we found instances where travel vouchers filed were at times not signed by both the traveler and approving supervisor. Although we found no instances of improperly paid travel, we recommend that all travel vouchers be reviewed for proper signatures prior to being paid.

ANNUAL REPORT OF UNITS OF LOCAL GOVERNMENT - The financial report for the year ended September 30, 1999, filed with the Department of Banking and Finance pursuant to Section 218.32, *Florida Statutes*, is in agreement with the audited financial statements. The financial statements of the Tax Collector are combined with other County agencies in that report.

FINANCIAL EMERGENCY STATUS - Nothing came to our attention that caused us to believe that the Tax Collector is, or during the fiscal year was, in a state of financial emergency as a consequence of conditions in Section 218.503(1), *Florida Statutes*.

Our audit did not disclose any further items that would be required to be reported under the *Rules of the Auditor General*, Chapter 10.544(1)(f).