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Clerk of the Circuit Court & County Comptroller
www.UnionClerk.com

2020



**COMPREHENSIVE ANNUAL FINANCIAL REPORT
YEAR ENDED SEPTEMBER 30, 2020
UNION COUNTY, FLORIDA**

Union County
FLORIDA

UNION COUNTY, FLORIDA
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FISCAL YEAR ENDED SEPTEMBER 30, 2020



PREPARED BY:
KELLIE HENDRICKS RHOADES, CPA
CLERK OF COURTS & COMPTROLLER

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SEPTEMBER 30, 2020**

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**UNION COUNTY, FLORIDA
LIST OF PRINCIPAL OFFICIALS
SEPTEMBER 30, 2020**

Elected Officials

Board of County Commissioners

District 1, Chair – Ryan Perez
District 2, Vice Chair – Channing Dobbs
District 3 – Jimmy Tallman
District 4 – Lacey Cannon
District 5 – Willie Croft

Constitutional Officers

Clerk of the Circuit Court & Comptroller – Kellie Hendricks Rhoades, CPA
Property Appraiser – Bruce D. Dukes
Sheriff – Brad Whitehead
Supervisor of Elections – Debbie Osborne
Tax Collector – Lisa B. Johnson

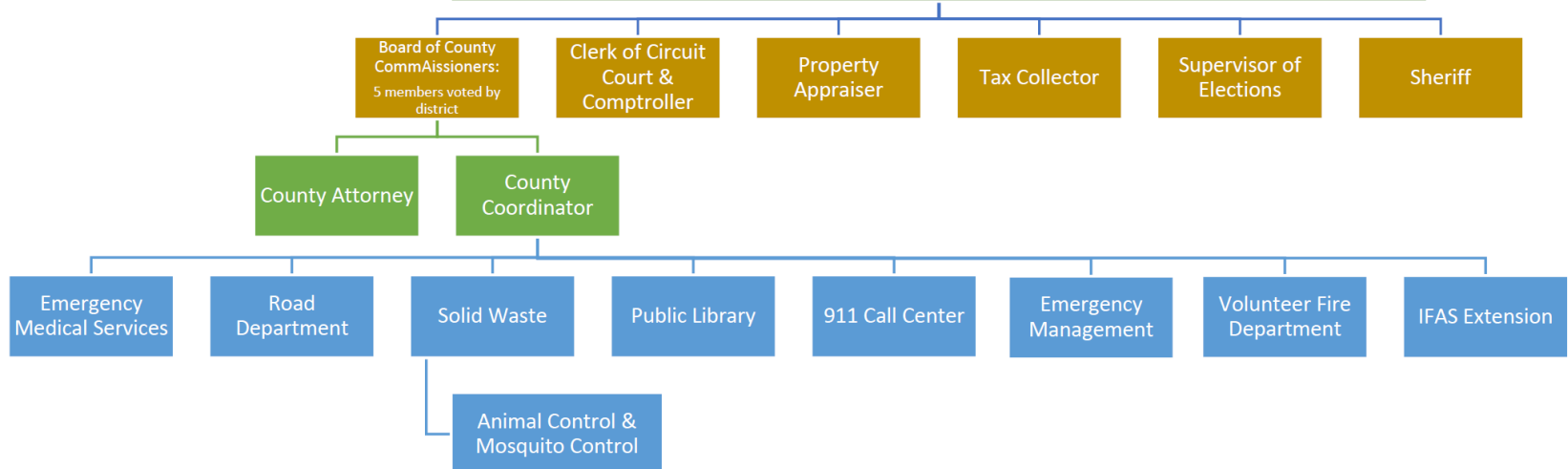
Appointed Officials

County Attorney – Russell Wade
County Coordinator – James Williams
Road Superintendent – Shelton Arnold, Jr.
Solid Waste Director – Kim Hayes
Public Library Director – Mary Brown
EMS Director – Wayne Clemons
Emergency Management Director – Tim Allen
Finance Director – Pam Woodington



UNION *County*
LAKE BUTLER • WORTHINGTON SPRINGS • RAIFORD • PALESTINE • PROVIDENCE

Voters of Union County





Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Union County Clerk of Courts & Comptroller
Florida**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

September 30, 2019

Christopher P. Morrell

Executive Director/CEO



Kellie Hendricks Rhoades, CPA
Clerk of the Circuit Court & Comptroller
Union County, Florida

June 16, 2021

To the People of Union County, Florida
and the Honorable Members of the Board of County Commissioners:

We are pleased to present to you and the citizens of Union County the accompanying Comprehensive Annual Financial Report (CAFR) of Union County, Florida (the "County") for the fiscal year ended September 30, 2020. The report was prepared by the Clerk and the Finance Department staff within the Office of the Clerk of the Circuit Court & Comptroller. Responsibility for the accuracy of the presented data, and completeness and fairness of the presentation including all disclosures, rests with the Clerk as the Chief Financial Officer and Comptroller of Union County. We believe the data, as presented, is accurate in all material respects; that it is presented in a manner designed to present fairly the financial position, results of operations and cash flows of the County as measured by the financial activity of its various funds. This report contains all disclosures necessary to enable the reader to gain the maximum understanding of the County's financial affairs.

The purpose of this letter is to point out narratively the highlights of the County's financial operations for the fiscal year. The CAFR is designed to meet the needs of a wide range of financial statement users.

A wealth of information is presented in this report and we encourage your careful review to obtain a clear picture of the financial position of Union County. We encourage you to read the complementary information offered in the Management's Discussion and Analysis beginning on page 12.

General

The County's financial statements have been prepared to meet the requirements of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments* (GASB 34). GASB 34 establishes a reporting model that the County has reported in five parts:

1. Management's Discussion and Analysis: a narrative report providing significant information about the County and how the County's financial position has changed from September 30, 2019, to September 30, 2020, and the reasons for the change;
2. Government-wide Financial Statements: statements which report on the governmental assets, liabilities, expenses and revenues of the County;
3. Fund Financial Statements: statements which report on the major individual governmental and proprietary funds of the County;

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4. Budgetary Comparisons for the County's general fund and major special revenue funds, and
5. The notes to the financial statements.

Accounting System and Budgetary Control

The accounting records for general governmental operation are maintained on a modified accrual basis with revenue being recorded upon determination that it is both available and measurable. Expenditures for general governmental operations are recorded when the services or goods are received and the liabilities incurred.

In developing and evaluating the accounting system, consideration is given to the adequacy of the internal control structure. The internal control structure is designed to provide reasonable, but not absolute, assurance regarding, (1) the safeguarding of assets against loss from unauthorized use or disposition, and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that, (1) the cost of a control should not exceed the benefits likely to be derived, and (2) the evaluation of costs and benefits requires estimates and judgments by management. All internal control evaluations occur within the above framework.

State law requires counties and their elected officials to develop balanced budgets to provide for the operation of their offices. Details of expenditures to be made and the resources available to meet these proposed obligations must be included in the budget. Upon adoption, the budget document becomes the legal basis for carrying out the activities of the County. Except as noted within the Notes to the Basic Financial Statements, the Board of County Commissioners adopts budgets for all funds. The Property Appraiser and the Tax Collector's budgets are approved by the Florida Department of Revenue. The Sheriff and Supervisor of Elections prepare budgets for their General Funds, which are submitted to and approved by the Board. The Clerk of Court & Comptroller submits a budget request to the Florida Clerks of Court Operations Corporation for the funding of all court functions, and also, as ex-officio Clerk to the Board, prepares and submits a budget for services provided to the Board of County Commissioners for their approval.

Budgets are adopted on a basis consistent with generally accepted accounting principles, except as noted in the Notes to the Basic Financial Statements. Expenditures cannot exceed the total amount budgeted for each fund. Budget control is maintained by a computerized encumbrance system, which restricts budgetary amounts upon input. Purchase orders that exceed account appropriations are not released until additional appropriations are made available. All appropriations lapse at year-end. If required, encumbrances are reestablished at the beginning of the new fiscal year if the funds are appropriated in the annual budget.

The Board of County Commissioners has not adopted an investment policy, and as such, investment activity is conducted in accordance with Section 218.415(17), F.S..

The Reporting Entity and Its Services

Union County is a non-chartered county established under the legal authority of the Constitution and the Laws of the State of Florida. The County provides a full range of services. These include tax assessments and collections, circuit and county court facilities, public safety (law enforcement, fire and EMS), physical environment, transportation, economic environment, human services and general administrative services. Union County has no business-type activities.

Economic Condition and Outlook

The base of the Union County economy is agriculture and correctional institutions, ran by the Florida Department of Corrections.

The economic impact of the prison system was not by accident. Union County was carved out of Bradford County in 1921. At that time, the Florida State Prison was in the Raiford area. In 1955, an addition, called the East Unit, was built just across the New River in Bradford County. In 1961, the East Unit became a separate institution and was renamed Florida State Prison. The original prison was renamed Union Correctional Institution, as it is still known today. In 1958, Union County purchased 1,020 acres from the United States of America that was formerly a US Naval Air Base for \$100,000. In 1961, the County leaders had the foresight of the economic impact of an additional prison operating in the county, and deeded 500 acres to the Florida Department of Corrections for the nominal amount of \$1.00 with the condition that a Reception Center and/or Medical Center was built on the property. In 1989, Union County deeded an additional 260 acres to the Department of Corrections for the construction of The Reception and Medical Center West Unit. It is interesting to note that the minutes from the Board of County Commissioners meeting on July 17, 1958 report that the commissioners recognized that the “location, condition and type of property makes it ideal for a number of various county uses, to-wit: community forest, park service, recreation center, playground, developing agricultural resources of the county, road and bridge purposes, a site for The Northeast Tuberculosis Sanatorium...” In addition to the jobs with the Florida Department of Corrections, jobs are available through PRIDE Enterprises and Centurion which provide services inside the institutions. In total, the correctional institutions provide 1,890 of the 3,944 jobs in Union County.

Similar to neighboring counties in North Florida, agriculture is a major industry in Union County. According to the US 2017 Farm Census, Union County FL has 308 farms with 53,757 acres of farmland, with the average farm size of 175 acres. Of these acres used for agriculture, 50% is devoted to pasture and rangeland, 28% to wood and timberland, and 20% to crop production. The Union County Property Appraiser reports that 87% of the 159,218 acres of the county qualify for an agriculture tax exemption. According to the most recent Economic Contributions of Agriculture, Natural Resources, and Food Industries in Florida, published by the University of Florida in 2018, there are 1,149 jobs in Union County in agricultural enterprises.

A challenge faced by the County government is that Union County is very small in size. At 249 square miles, it is the smallest in the State of Florida. The limited land means a small amount of land available to tax. While the correctional institutions and agriculture industry contribute heavily to the overall economy, the correctional institutions pay no ad-valorem taxes and agriculture exemptions greatly reduce the amount ad-valorem taxes paid to Union County.

Major Challenges in 2020

The entire world was faced with a COVID-19 pandemic in 2020, and Union County altered its government operations in mid-March 2020 in reaction to the pandemic. The federal government provided funding to local governments through the Coronavirus Aid, Relief and Economic Security Act, (CARES Act). Union County received approximately \$2.4 million. This was a new challenge to all involved, and the situation changed rapidly during the first several months as more information became available. Board of County Commissioner meetings were conducted virtually for months. A significant challenge created by the pandemic for Union County was the lack of inmate labor. Inmates were confined to institutions in an

attempt to control the virus among inmate populations. Union County relies heavily on this labor force and utilized CARES Act funds to hire temporary employees to offset the loss of inmate labor. Additionally, funding appropriated by the State for courthouse security was vetoed as part of Florida's budget cuts due to the pandemic.

The guidelines for using CARES Act funds were issued after the funds were made available, and changed multiple times. The Board made the determination to maximize the use of these funds in response to the virus, and appointed a committee to advise the Board how to do so. As the situation changed, and the guidelines for using the funds were issued and amended, the committee faced the challenge of constantly changing circumstances. CARES Act funds were used to fund first responder salaries, the purchase of a new ambulance, personal protective equipment, sneeze guards throughout county buildings, technology for employees to work remotely, testing facilities and social distancing measures.

While government operations were severely impacted and COVID caused extreme disruption in the economy throughout the United States and the State of Florida, Union County's economy was not as heavily effected for several reasons. The tourism and hospitality industries were the most impacted, and Union County has very little reliance on those industries. Union County's two largest economic contributors (prisons and agriculture) were not impacted by shutdowns. Some agriculture areas were impacted, mostly produce and meats, but Union County fared relatively well as the biggest agriculture product for Union County is timber.

Union County incurred substantial legal expenses in relation to a law suit filed against the county in 2018 under the Bert J. Harris Act regarding potential phosphate mining, and an additional case regarding the same matter that was settled in a prior year. Costs incurred by the county were approximately \$205,000 through 2020 for both cases. The case was ongoing as of the date of June, 2021 and is expected to last into the fiscal year ending September 30, 2022.

Major Initiatives

For the Year

The challenges faced by the COVID-19 pandemic required that most initiatives planned for the county be postponed. Union County considers management of the pandemic, both directly concerning public safety, and indirectly with challenges including budget cuts and labor shortages, a success.

Two road maintenance projects were complete in 2020: SW 63rd Drive and SE 8th Avenue. Both were resurfacing projects funded by the Florida Department of Transportation's small county assistance programs. SW 63rd Drive was completed at a cost of \$516,000 and SE 8th Avenue cost of \$286,000.

For the Future

Union County was recently appropriated \$850,000 by the State of Florida for the construction of a new fire station. At the time of publication, this is very new information and no additional information is available.

The county has multiple road projects ongoing or planned to begin in 2021, all funded by Florida Department of Transportation grants. A project to pave SW 150th Loop was planned to be completed in 2020, but was delayed, and is expected to be completed by November, 2021. Additional road resurfacing projects are planned to be completed by the end of calendar year 2021: SE 186th Place (Sawmill Road),

CR-238 and NE 149th Street. CR-229 is a \$2.6 million project with an estimated completion date of December, 2022.

Work is continuing on a \$165,000 grant through the Florida Recreational Development Assistance Program for improvements to the O.J. Phillips Recreational Complex is planned through a grant from the State of Florida. Improvements will include additional lighting for baseball and softball fields, and the construction and lighting of a football/soccer field.

Until recent years, the county has struggled to provide the necessary services to citizens. The county plans to continue to operate without assuming any notes payable to finance current operations. Currently, new revenue sources are being sought so that additional services can be provided and the quality of current services can be increased.

Independent Audit

In compliance with the laws of the State of Florida, Union County was audited by independent certified public accountants. The opinion of James Moore & Co. may be found on Page 9 of this report. The reports relating specifically to the single audit are included in the section entitled "Compliance."

Reporting Achievement

In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized CAFR whose contents conform to program standards. A CAFR must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. The report for the year ended 2019 was awarded the Certificate of Achievement by the GFOA. This is the second submission by Union County, and we believe our current report continues to conform to the Certificate of Achievement program requirements and we are submitting it to the GFOA for approval.

Acknowledgments

The preparation of the Comprehensive Annual Financial Report was made possible by the dedicated service of the staff of the Clerk's Finance Department: Pamela H. Woodington and Peggy Gatlin.

We would also like to thank the Constitutional officers and various directors of County departments for their contribution in compiling information for this report.

Respectfully submitted,



Kellie Hendricks Rhoades, CPA
Clerk of the Circuit Court & Comptroller

INDEPENDENT AUDITORS' REPORT

The Honorable Board of County Commissioners,
Union County, Florida:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Union County, Florida (the County), as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the County's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Union County, Florida, as of September 30, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Other Information

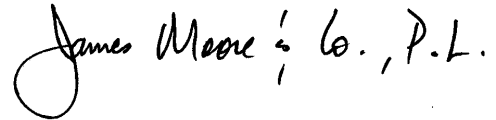
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the County's basic financial statements. The combining general fund and nonmajor fund financial statements, combining fiduciary fund schedules, and schedule of expenditures of federal awards and state financial assistance, as required by the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and Section 215.97, Florida Statutes, *Florida Single Audit Act*; and Chapter 10.550, Rules of the State of Florida, Office of the Auditor General, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

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

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 16, 2021, on our consideration of the County's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive style with a large, looped initial "J" and a stylized "Co." followed by "P.L.".

Gainesville, Florida
June 16, 2021

Union County, Florida
Management's Discussion and Analysis
(Unaudited)

Union County, Florida's (the "County") discussion and analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the County's financial activity, (c) identify changes in the County's financial position (its ability to address the next and subsequent year challenges), (d) identify any material deviations from the financial plan (the approved budget), and (e) identify individual fund issues or concerns.

Since the Management's Discussion and Analysis (MD&A) is designed to focus on the current year's activities, resulting changes and currently known facts, please read it in conjunction with the County's financial statements which follow this discussion.

Financial Highlights

- The assets and deferred outflows of resources of the County exceeded its liabilities and deferred inflows of resources at September 30, 2020 by \$14,578,911 (net position). Of this amount unrestricted net position amounted to \$(4,643,746) due to the County recording its proportionate share of the Florida Retirement System's net pension liability of \$11,157,105.
- Overall financial position improved by \$825,164 during the year ended September 30, 2020.
- The County's long-term debt obligations increased by \$25,768 due to a new capital lease.
- As of September 30, 2020, the County's governmental funds reported combined ending fund balances of \$6,726,217. Fund balances saw an increase of \$1,488,685 when compared to the prior year.
- The County purchased capital assets of buildings, infrastructure, equipment, vehicles and library materials in the amount of \$2,210,123.

Using This Annual Report

The financial statement's focus is on both the County as a whole (government-wide) and on the major individual funds. Both perspectives (government-wide and major fund) allow the user to address relevant questions, broaden a basis for comparison (year to year or government to government) and enhance the County's accountability.

This discussion and analysis is intended to serve as an introduction to the County's basic financial statements, which are comprised of three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the County's finances, in a manner similar to a private-sector business. The focus is on "activities", rather than "fund types".

The Statement of Net Position presents information on all of the County's assets and liabilities, with the difference between the two reported as net position. The focus of the Statement of Net Position is designed to be similar to bottom line results for the County and its governmental activities. This statement combines and consolidates governmental fund current resources (short-term spendable resources) with capital assets and long-term obligations. Over time, the increases or decreases in net position may serve as a useful indicator of whether the financial position of the County is improving or deteriorating.

Union County, Florida
Management's Discussion and Analysis (Continued)
(Unaudited)

The Statement of Activities presents information showing how the County's net position changed during the most recent fiscal year, focusing on both the gross and net costs of various activities that are supported by the government's general tax and other revenues. This is intended to summarize and simplify the user's analysis of the cost of various governmental services.

Both of the government-wide financial statements distinguish functions of the County that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions. The governmental activities of the County include general government, court system, law enforcement, county jail, emergency medical services, emergency management functions, solid waste services, road and street improvements and recreation projects.

The government-wide financial statements include only Union County, Florida, which is known as the primary government. The County has one component unit, which is the Union County Special Library District. The Library District (Public Library) is included as a separate non-major governmental fund in the statements that follow this discussion.

The government-wide financial statements can be found following this discussion.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over the resources that have been segregated for specific activities or objectives. The County, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the County can be divided into two categories: governmental funds and fiduciary funds. Traditional users of governmental financial statements will find the fund financial statements presentation more familiar.

Governmental Funds

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

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the County's near-term financing decisions. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. Information is presented separately in the governmental fund Balance Sheet and in the governmental fund Statement of Revenues, Expenditures and Changes in Fund Balances for the major funds. Information is presented for the non-major funds in the Combining Balance Sheet and Combining Statement of Revenues, Expenditures and Changes in Fund Balances.

Union County, Florida
Management's Discussion and Analysis (Continued)
(Unaudited)

The County adopts an annual appropriated budget for all of its governmental funds, as required by state law. The County has four major governmental funds. A listing and description of the major funds is provided in the notes to financial statements. Budgetary comparison statements have been provided for the major funds to demonstrate compliance with the budget. In addition, the financial statements provide budget to actual comparisons for the non-major funds.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the County. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the County's own programs. The accounting used for fiduciary funds is much like that used for governmental funds. The County's main fiduciary activity is the accounting for agency funds. The County collects monies for property taxes, traffic fines and other monies to be remitted to other governmental agencies.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. They can be found following this discussion.

Government-Wide Financial Analysis

Statement of Net Position

The following table reflects the condensed Statement of Net Position for the current year as compared to the prior year. For more detailed information see the Statement of Net Position.

Union County, Florida
Management's Discussion and Analysis (Continued)
(Unaudited)

| | Governmental Activities | |
|--|--------------------------------|-------------------------|
| | 2020 | 2019 |
| Assets: | | |
| Current and other assets | \$ 7,770,324 | \$ 6,108,414 |
| Capital assets | 16,968,773 | 16,207,471 |
| Total assets | <u>\$ 24,739,097</u> | <u>\$ 22,315,885</u> |
| Deferred outflow of resources | <u>\$ 3,476,209</u> | <u>\$ 3,276,572</u> |
| Liabilities: | | |
| Long-term liabilities outstanding | \$ 910,523 | \$ 810,388 |
| Net pension liability | 11,157,105 | 9,275,696 |
| Total OPEB liability | 121,222 | 100,632 |
| Other liabilities | 1,044,107 | 896,115 |
| Total liabilities | <u>\$ 13,232,957</u> | <u>\$ 11,082,831</u> |
| Deferred inflow of resources | <u>\$ 462,471</u> | <u>\$ 781,112</u> |
| Net position: | | |
| Net investment in capital assets | \$ 16,472,389 | \$ 15,736,855 |
| Restricted | 2,691,235 | 2,465,372 |
| Unrestricted | (4,643,746) | (4,448,480) |
| Total net position | <u>\$ 14,519,878</u> | <u>\$ 13,753,747</u> |

The majority of the County's net position reflects its investment in capital assets (e.g. land, buildings, improvements, infrastructure, vehicles and equipment) less any related debt used to acquire those assets that is still outstanding. The County uses these assets to provide services to its citizens; consequently, these assets are not available for future spending. Although the County's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Of the remaining balances, \$(4,643,746) is unrestricted net position and \$2,691,235 is restricted net position that is constrained by grant agreements, Florida Statutes or enabling legislation.

Significant increases in net pension liabilities shown above are the result of recording the County's proportionate share of the Florida Retirement System's net pension liability.

Government-Wide Financial Analysis

Statement of Activities

The following table reflects the condensed Statement of Activities for the current year as compared to the prior year. For more detailed information see the Statement of Activities.

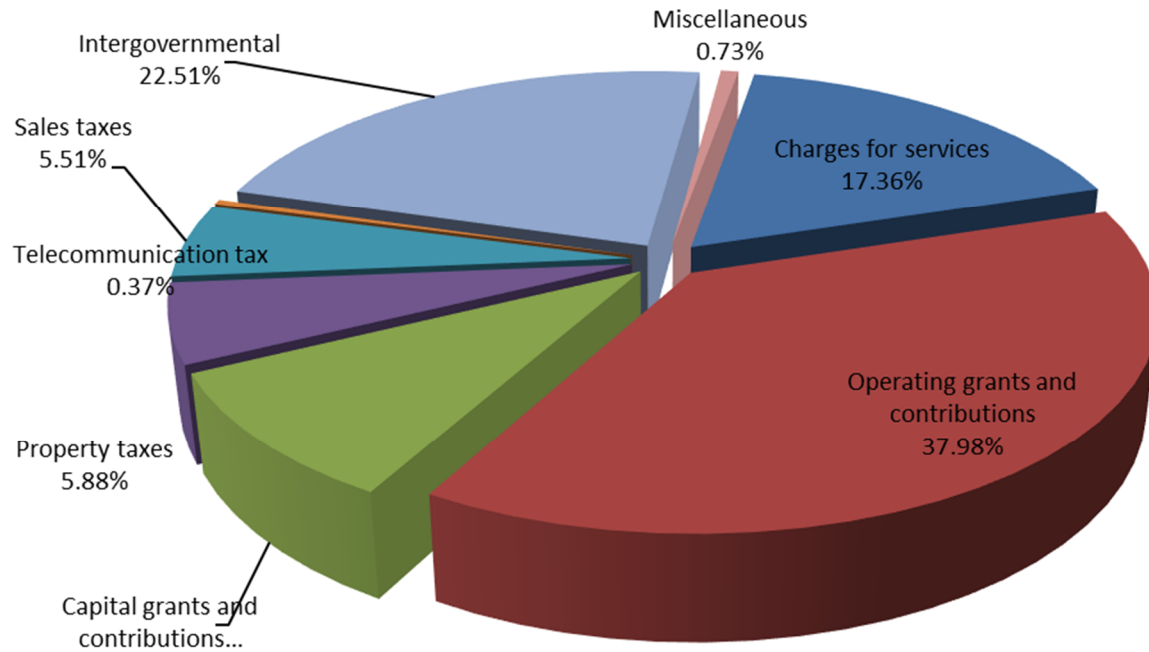
Union County, Florida
Management's Discussion and Analysis (Continued)
(Unaudited)

| | Governmental Activities | |
|---|--------------------------------|----------------------|
| | 2020 | 2019 |
| Revenues: | | |
| Program revenues: | | |
| Charges for services | \$ 2,142,174 | \$ 2,138,660 |
| Operating grants and contributions | 4,686,113 | 2,917,624 |
| Capital grants and contributions | 1,189,390 | 2,492,910 |
| General revenues: | | |
| Property taxes | 2,562,211 | 2,362,893 |
| Other taxes | 725,746 | 681,557 |
| Other revenues | 2,867,846 | 2,940,347 |
| Total revenues | 14,173,480 | 13,533,991 |
| Expenses: | | |
| General government | 2,011,855 | 2,265,607 |
| Public safety | 6,397,055 | 5,585,411 |
| Physical environment | 1,211,491 | 1,428,394 |
| Economic environment | 316,504 | 449,292 |
| Transportation | 1,669,733 | 1,847,495 |
| Human services | 306,239 | 366,807 |
| Culture and recreation | 364,920 | 398,043 |
| Court related | 1,129,122 | 1,185,498 |
| Interest on long-term debt | 430 | 10,933 |
| Total expenses | 13,407,349 | 13,537,480 |
| Changes in net position | 766,131 | (3,489) |
| Net position - beginning of year | 13,753,747 | 13,757,236 |
| Net position - end of year | \$ 14,519,878 | \$ 13,753,747 |

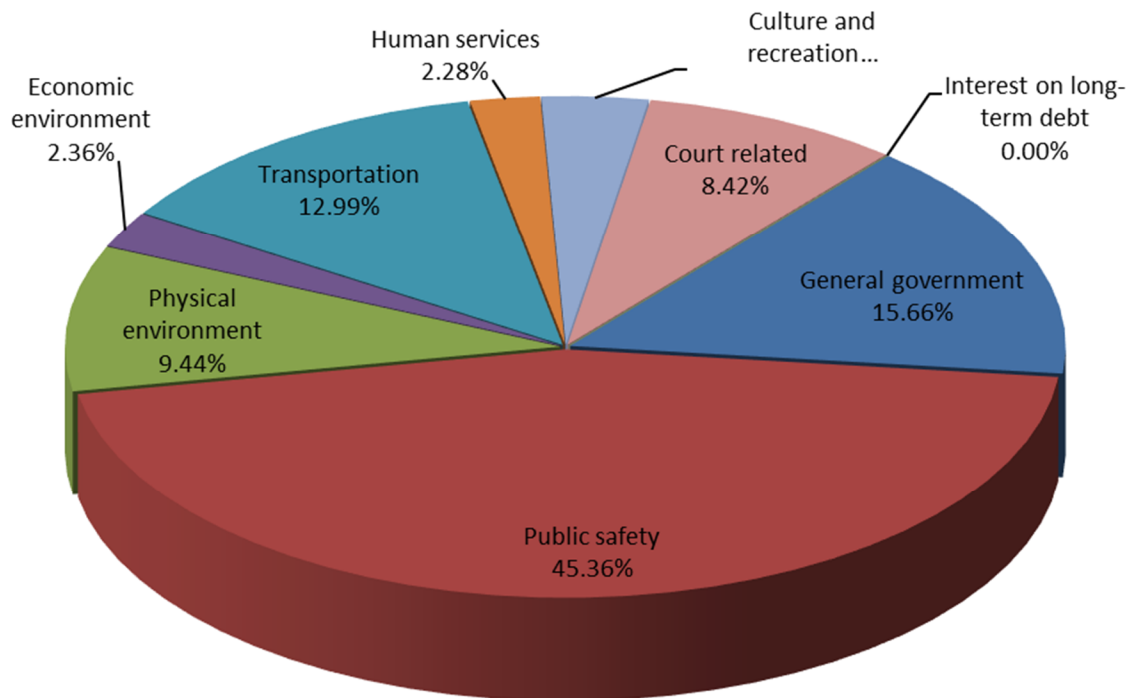
Union County, Florida
Management's Discussion and Analysis (Continued)
(Unaudited)

Government-Wide Financial Analysis

Revenue by Source – Governmental Activities



Expense by Function/Program – Governmental Activities



Union County, Florida
Management's Discussion and Analysis (Continued)
(Unaudited)

Financial Analysis of the County's Funds

As noted earlier, the County uses fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds

The focus of the County's governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the County's financing requirements.

As of September 30, 2020, the County's governmental funds reported combined ending fund balances of \$6,726,217 an increase of \$1,488,685 in comparison with the prior year. Of the ending fund balance, \$1,022,415 is considered unassigned and can be spent at the discretion of the Board and \$2,691,235 is considered restricted, which represents the ending fund balances of the County's special revenue funds and court related IV-D grant reimbursements.

The General Fund is the chief operating fund of the County. At September 30, 2020, the unassigned fund balance of the General Fund was \$1,022,415. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 16.9% of total General Fund expenditures. As of September 30, 2020, the fund balance of the General Fund decreased by \$120,691 when compared to the prior fiscal year ending fund balance due to transfers.

The Emergency Medical Services (EMS) Fund is used to account for revenues and expenditures related to ambulance services for county residents. During the current fiscal year, the Emergency Medical Service's fund balance increased by \$756,814. The increase can be attributable to budgeted transfers. The ending fund balance of the EMS Fund was \$949,629.

The Special Law Enforcement Trust Fund is used to account for revenues and expenditures associated with the collection of forfeitures used to improve the County's Sheriff Department. The Special Law Enforcement Trust fund balance increased during the fiscal year by \$159,540. This increase is attributed to minimal expenditures being made during the fiscal year. The Special Law Enforcement Fund had an ending fund balance of \$1,494,743.

The Local Housing Assistance Fund is used to account for revenues and expenditures associated with repairing low and moderate income homes. Also, the funds can be used to assist with down payments in purchasing new homes. During the fiscal year, the fund balance of the Local Housing Assistance Fund had no change in fund balance as revenues and expenditures were equal. There is no fund balance in the Local Housing Assistance Fund as any unspent funds are considered unearned revenues.

The Transportation Trust Fund is used to account for all revenues and expenditures for the County's transportation system. During the fiscal year, the fund balance of the Transportation Trust Fund decreased \$4,479. There was no significant change in fund balance for the year. The fund balance in the Transportation Trust Fund was \$571,060 at year end.

Union County, Florida
Management's Discussion and Analysis (Continued)
(Unaudited)

Financial Analysis of the County's Funds (continued)

General Fund Budgetary Highlights

Significant variations between original and final budget amounts were due to revenues received that were unanticipated in the original budget and the associated expenditures.

Actual expenditures in the general fund were \$447,053 less than final budget amounts. The main reason for this is conservative spending.

Capital Assets

The County's balance in capital assets for its governmental type activities as of September 30, 2020 amounted to \$16,968,773 (net of accumulated depreciation). This investment in capital assets includes land, buildings and improvements, infrastructure, vehicles and equipment.

Major capital assets added during the current fiscal year included the following:

- Infrastructure additions of nearly \$3,000,000.

The following is a summary of the County's Capital Assets:

| | Governmental Activities | |
|----------------------------|--------------------------------|----------------------|
| | 2020 | 2019 |
| Land | \$ 1,077,564 | \$ 1,077,564 |
| Building and improvement | 3,949,955 | 3,613,312 |
| Infrastructure - roads | 9,401,886 | 9,161,795 |
| Vehicles | 762,337 | 585,078 |
| Library materials | 28,391 | 40,140 |
| Machinery and equipment | 1,031,612 | 887,593 |
| Assets under capital lease | 205,774 | 133,721 |
| Construction in progress | 511,254 | 708,268 |
| Total | \$ 16,968,773 | \$ 16,207,471 |

Additional information on the County's capital assets can be found in the Notes to the Financial Statements in the note entitled Capital Assets.

Union County, Florida
Management's Discussion and Analysis (Continued)
(Unaudited)

Financial Analysis of the County's Funds (concluded)

Long-Term Debt

A summary of long-term debt obligations of the County follows:

| | Governmental Activities | |
|---------------------------|--------------------------------|----------------------|
| | 2020 | 2019 |
| Notes payable | \$ - | \$ 41,487 |
| Capital lease obligations | 496,384 | 429,129 |
| Compensated absences | 414,139 | 339,772 |
| Total OPEB liability | 121,222 | 100,632 |
| Net pension liability | 11,157,105 | 9,275,696 |
| Total | \$ 12,188,850 | \$ 10,186,716 |

Additional information on the County's long-term debt can be found in the Notes to the Financial Statements in the note entitled Long-Term Debt.

Economic Factors and Next Year's Budget

There are many challenges facing local governments today. The County continues to see increases in state mandated expenditures without increases in state revenue. Unfortunately, this trend is expected to continue. Conversely, mandated expenditures, such as retirement expense, have, and are expected to continue to increase.

Requests for Information

This financial report is designed to provide a general overview of Union County's finances for all those with an interest in the County's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Chief Financial Officer, Clerk of Courts Office, 55 West Main Street - Room 103, Lake Butler, Florida 32054.

**UNION COUNTY, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2020**

| | Governmental Activities |
|--|------------------------------------|
| ASSETS | |
| Cash and equivalents | \$ 4,034,626 |
| Investments | 788,856 |
| Accounts receivable, net | 155,348 |
| Due from other governments | 2,809,828 |
| Prepaid items | - |
| Capital assets: | |
| Non-depreciable | 1,588,818 |
| Depreciable, net | 15,379,955 |
| Total assets | <u>\$ 24,757,431</u> |
| DEFERRED OUTFLOWS | |
| Deferred outflows related to pensions | \$ 3,465,792 |
| Deferred outflows related to OPEB | 10,417 |
| Total deferred outflows | <u>\$ 3,476,209</u> |
| LIABILITIES | |
| Accounts payable and accrued liabilities | \$ 601,594 |
| Due to other governments | 51,713 |
| Unearned revenues | 350,101 |
| Noncurrent liabilities: | |
| Due within one year | 293,475 |
| Due in more than one year | 617,048 |
| Total OPEB liability | 121,222 |
| Net pension liability | 11,157,105 |
| Total liabilities | <u>\$ 13,192,258</u> |
| DEFERRED INFLOWS | |
| Deferred inflows related to pensions | \$ 461,816 |
| Deferred inflows related to OPEB | 655 |
| Total deferred inflows | <u>\$ 462,471</u> |
| NET POSITION | |
| Net investment in capital assets | \$ 16,472,389 |
| Restricted for: | |
| Court operations | 75,321 |
| Law enforcement | 1,790,889 |
| Transportation | 576,171 |
| Library | 105,337 |
| Other purposes | 69,454 |
| Unrestricted | (4,510,650) |
| Total net position | <u>\$ 14,578,911</u> |

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

**UNION COUNTY, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

| Functions/Programs | Expenses | Program Revenues | | | Total |
|----------------------------------|----------------------|-------------------------|--|--|----------------------|
| | | Charges for Services | Operating Grants and Contributions | Capital Grants and Contributions | |
| Governmental activities: | | | | | |
| General government | \$ 2,099,057 | \$ 274,176 | \$ 114,465 | \$ - | \$ (1,710,416) |
| Public safety | 6,081,522 | 856,787 | 2,749,237 | - | (2,475,498) |
| Physical environment | 1,266,123 | 707,037 | 76,546 | - | (482,540) |
| Economic environment | 316,504 | - | 318,032 | 96,629 | 98,157 |
| Transportation | 1,736,557 | - | 902,928 | 1,092,761 | 259,132 |
| Human services | 306,239 | - | - | - | (306,239) |
| Culture and recreation | 466,684 | - | 92,594 | - | (374,090) |
| Court related | 1,129,122 | 304,400 | 432,311 | - | (392,411) |
| Interest on long-term debt | 430 | - | - | - | (430) |
| Total | <u>\$ 13,402,238</u> | <u>\$ 2,142,400</u> | <u>\$ 4,686,113</u> | <u>\$ 1,189,390</u> | <u>(5,384,335)</u> |
| General revenues: | | | | | |
| Property taxes | | | | | 2,562,211 |
| Sales taxes - local option | | | | | 680,022 |
| Telecommunication tax | | | | | 45,724 |
| Intergovernmental revenues | | | | | 2,777,467 |
| Miscellaneous | | | | | 144,075 |
| Total general revenues | | | | | <u>6,209,499</u> |
| Change in net position | | | | | 825,164 |
| Net position - beginning of year | | | | | 13,753,747 |
| Net position - end of year | | | | | <u>\$ 14,578,911</u> |

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

**UNION COUNTY, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020**

| | General Fund | Emergency Medical Services | Special Law Enforcement | Transportation Trust Fund | Local Housing | Nonmajor Governmental Funds | Total |
|--|---------------------|----------------------------------|-------------------------------|---------------------------------|-------------------|-----------------------------------|---------------------|
| ASSETS | | | | | | | |
| Cash and equivalents | \$ 1,502,933 | \$ 278,708 | \$ 785,425 | \$ 72,258 | \$ 349,953 | \$ 1,045,349 | \$ 4,034,626 |
| Investments | - | - | 788,856 | - | - | - | 788,856 |
| Accounts receivable, net | 80,766 | 72,680 | - | - | - | 2,466 | 155,912 |
| Due from other governments | 2,086,782 | 226 | 462 | 559,135 | 148 | 163,002 | 2,809,755 |
| Due from other funds | 890,763 | 737,178 | - | 37,045 | - | 240,162 | 1,905,148 |
| Total assets | <u>\$ 4,561,244</u> | <u>\$ 1,088,792</u> | <u>\$ 1,574,743</u> | <u>\$ 668,438</u> | <u>\$ 350,101</u> | <u>\$ 1,450,979</u> | <u>\$ 9,694,297</u> |
| LIABILITIES AND FUND BALANCES | | | | | | | |
| Liabilities | | | | | | | |
| Accounts payable | \$ 298,705 | \$ 127,362 | \$ - | \$ 84,490 | \$ - | \$ 26,993 | \$ 537,550 |
| Accrued expenses | 36,457 | 11,415 | - | 6,301 | - | 10,486 | 64,659 |
| Due to other governments | 34,209 | 160 | - | - | - | 17,220 | 51,589 |
| Due to other funds | 1,668,159 | - | 80,000 | 1,476 | - | 155,513 | 1,905,148 |
| Unearned revenues | - | - | - | - | 350,101 | - | 350,101 |
| Total liabilities | <u>2,037,530</u> | <u>138,937</u> | <u>80,000</u> | <u>92,267</u> | <u>350,101</u> | <u>210,212</u> | <u>2,909,047</u> |
| Fund balances | | | | | | | |
| Restricted for: | | | | | | | |
| Court operations | - | - | - | - | - | 75,321 | 75,321 |
| Law enforcement | - | - | 1,494,743 | - | - | 296,146 | 1,790,889 |
| Transportation | - | - | - | 576,171 | - | - | 576,171 |
| Library | - | - | - | - | - | 105,337 | 105,337 |
| Other purposes | - | - | - | - | - | 69,454 | 69,454 |
| Assigned to: | | | | | | | |
| Court operations | 79,174 | - | - | - | - | - | 79,174 |
| Emergency medical services | - | 949,855 | - | - | - | - | 949,855 |
| Solid waste and animal control | - | - | - | - | - | 547,056 | 547,056 |
| Emergency management | - | - | - | - | - | 147,453 | 147,453 |
| Law enforcement | - | - | - | - | - | - | - |
| Jail reconstruction | 80,000 | - | - | - | - | - | 80,000 |
| Health reimbursement | 88,098 | - | - | - | - | - | 88,098 |
| Subsequent year's budget | 713,084 | - | - | - | - | - | 713,084 |
| Unassigned | <u>1,563,358</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>1,563,358</u> |
| Total fund balances | <u>2,523,714</u> | <u>949,855</u> | <u>1,494,743</u> | <u>576,171</u> | <u>-</u> | <u>1,240,767</u> | <u>6,785,250</u> |
| Total Liabilities and Fund Balances | <u>\$ 4,561,244</u> | <u>\$ 1,088,792</u> | <u>\$ 1,574,743</u> | <u>\$ 668,438</u> | <u>\$ 350,101</u> | <u>\$ 1,450,979</u> | <u>\$ 9,694,297</u> |

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

UNION COUNTY, FLORIDA
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO
THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2020

Total fund balances - Governmental Funds \$ 6,785,250

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

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds

| | | |
|-----------------------------------|---------------------|------------|
| Total governmental capital assets | 34,946,792 | |
| Less: accumulated depreciation | <u>(17,978,019)</u> | 16,968,773 |

On the governmental fund statements, a net pension liability is not recorded until an amount is due and payable and the pension plan's fiduciary net position is not sufficient for payment of those benefits (no such liability exists at the end of the current fiscal year). On the statement of net position, the net pension liability of the defined benefit pension plans is reported as a noncurrent liability. Additionally, deferred outflows and deferred inflows related to pensions are also reported.

| | | |
|---------------------------------------|------------------|-------------|
| Net pension liability | (11,157,105) | |
| Deferred outflows related to pensions | 3,465,792 | |
| Deferred inflows related to pensions | <u>(461,816)</u> | (8,153,129) |

On the governmental fund statements, an OPEB liability is not recorded unless an amount is due and payable (no such liability exists at the end of the current fiscal year). On the Statement of Net Position, the County's OPEB liability is reported as a noncurrent liability. Additionally, deferred outflows and deferred inflows related to OPEB are also reported.

| | | |
|-----------------------------------|--------------|-----------|
| Total OPEB liability | (121,222) | |
| Deferred outflows related to OPEB | 10,417 | |
| Deferred inflows related to OPEB | <u>(655)</u> | (111,460) |

Long-term liabilities, including bonds payable and notes payable, are not due and payable in the current period and, therefore, are not reported in the funds. These liabilities, deferred outflows, and other debt-related deferred charges consist of the following:

| | | |
|----------------------|------------------|-----------|
| Notes payable | - | |
| Capital leases | (496,384) | |
| Compensated absences | <u>(414,139)</u> | (910,523) |

Net position of governmental activities \$ 14,578,911

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

UNION COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | General Fund | Emergency Medical Services | Special Law Enforcement | Transportation Trust Fund | Local Housing | Nonmajor Governmental Funds | Total |
|--|---------------------|----------------------------------|-------------------------------|---------------------------------|------------------|-----------------------------------|---------------------|
| Revenues | | | | | | | |
| Taxes | \$ 3,164,829 | \$ - | \$ - | \$ 902,573 | \$ - | \$ 123,128 | \$ 4,190,530 |
| Licenses and permits | 75,112 | 201,959 | - | - | - | 296,140 | 573,211 |
| Intergovernmental | 5,308,030 | 84,897 | - | 1,092,761 | 318,032 | 919,197 | 7,722,917 |
| Charges for services | 459,388 | 503,863 | - | - | - | 215,017 | 1,178,268 |
| Fines and forfeitures | 42,843 | - | 133,247 | - | - | 4,361 | 180,451 |
| Miscellaneous revenues | 84,811 | 19,278 | 27,954 | 4,323 | 4,339 | 253,920 | 394,625 |
| Total revenues | <u>9,135,013</u> | <u>809,997</u> | <u>161,201</u> | <u>1,999,657</u> | <u>322,371</u> | <u>1,811,763</u> | <u>14,240,002</u> |
| Expenditures | | | | | | | |
| Current: | | | | | | | |
| General government | 2,278,201 | - | - | - | - | 83,051 | 2,361,252 |
| Public safety | 3,833,576 | 903,040 | 1,661 | - | - | 604,613 | 5,342,890 |
| Physical environment | 289,290 | - | - | - | - | 864,760 | 1,154,050 |
| Economic environment | 6,733 | - | - | - | 322,371 | - | 329,104 |
| Transportation | 71,935 | - | - | 2,060,597 | - | - | 2,132,532 |
| Human services | 256,010 | - | - | - | - | - | 256,010 |
| Culture and recreation | 40,729 | - | - | - | - | 236,977 | 277,706 |
| Court related | 832,736 | - | - | - | - | 25,659 | 858,395 |
| Debt service: | | | | | | | |
| Principal | - | 41,487 | - | 75,194 | - | - | 116,681 |
| Interest | - | 430 | - | 5,683 | - | - | 6,113 |
| Total expenditures | <u>7,609,210</u> | <u>944,957</u> | <u>1,661</u> | <u>2,141,474</u> | <u>322,371</u> | <u>1,815,060</u> | <u>12,834,733</u> |
| Excess (deficiency) of revenues over expenditures | <u>1,525,803</u> | <u>(134,960)</u> | <u>159,540</u> | <u>(141,817)</u> | <u>-</u> | <u>(3,297)</u> | <u>1,405,269</u> |
| Other financing sources (uses) | | | | | | | |
| Transfers in | - | 892,000 | - | - | - | 177,963 | 1,069,963 |
| Transfers out | (1,069,963) | - | - | - | - | - | (1,069,963) |
| Issuance of debt | - | - | - | 142,449 | - | - | 142,449 |
| Total other financing sources (uses) | <u>(1,069,963)</u> | <u>892,000</u> | <u>-</u> | <u>142,449</u> | <u>-</u> | <u>177,963</u> | <u>142,449</u> |
| Net change in fund balances | <u>455,840</u> | <u>757,040</u> | <u>159,540</u> | <u>632</u> | <u>-</u> | <u>174,666</u> | <u>1,547,718</u> |
| Fund balances, beginning of year | <u>2,067,874</u> | <u>192,815</u> | <u>1,335,203</u> | <u>575,539</u> | <u>-</u> | <u>1,066,101</u> | <u>5,237,532</u> |
| Fund balances, end of year | <u>\$ 2,523,714</u> | <u>\$ 949,855</u> | <u>\$ 1,494,743</u> | <u>\$ 576,171</u> | <u>\$ -</u> | <u>\$ 1,240,767</u> | <u>\$ 6,785,250</u> |

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

**UNION COUNTY, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL
FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

| | |
|---|---------------------|
| Net change in fund balances-total governmental funds | \$ 1,547,718 |
|---|---------------------|

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

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation expense in the current period.

| | |
|---|-------------|
| Capital outlay | 2,233,711 |
| Removal of the net book value of capital assets disposed of | (2,218) |
| Depreciation expense | (1,470,191) |

The issuance of long-term debt provides current financial resources to governmental funds, while repayment of the principal of long-term debt consumes the current financial resources of governmental funds.

| | |
|--|---------|
| Repayment of principal of long-term debt | 116,681 |
|--|---------|

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

| | |
|---|-------------|
| Net change in compensated absences | (74,367) |
| Net pension liability and related deferred outflows and inflows | (1,372,594) |
| Total OPEB liability and related deferred outflows and inflows | (11,127) |
| Net change in prepaid expenses | - |

| | |
|--|--------------------------|
| Change in net position of governmental activities | <u>\$ 825,164</u> |
|--|--------------------------|

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

UNION COUNTY, FLORIDA
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
SEPTEMBER 30, 2020

| | <u>Agency Funds</u> |
|---------------------------------------|---------------------|
| ASSETS | |
| Cash and equivalents | \$ 378,526 |
| Receivables | 4,812 |
| Due from other funds | 73,288 |
| Total assets | <u>\$ 456,626</u> |
| LIABILITIES | |
| Assets held for others | \$ 335,316 |
| Accounts payable and accrued expenses | 1,914 |
| Due to other governments | 119,396 |
| Total liabilities | <u>\$ 456,626</u> |
| NET POSITION | <u>\$ -</u> |

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

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) Summary of Significant Accounting Policies:

The financial statements of the Union County, Florida (the County), have been prepared in accordance with accounting principles generally accepted in the United States of America as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted body for promulgating governmental accounting and financial reporting principles. The following is a summary of the County's significant accounting policies:

(a) **Reporting entity**—The Board of County Commissioners (the Board) is the legislative and governing body of the County. It operates under a non-charter form of government pursuant to the authority provided in the Constitution of the State of Florida and consists of five elected officials. Union County was established by Chapter 8516, Laws of Florida in 1921. The Clerk of the Circuit Court serves as Clerk to the Board pursuant to Section 125.17, Florida Statutes.

The Union County Special Library District is considered a component unit of the County. The Special Library District's financial transactions have been blended into the County's financial statements as a Special Revenue Fund, titled Public Library, as the governing body is substantively the same as the governing body of the County. The Board of County Commissioners established the Special Library District in July 1988, by adopting Ordinance 88-03. The Special Library District was created under the authority granted by Florida Statute Section 125.01.

The Board of County Commissioners and the offices of the Clerk of the Circuit Court, Sheriff, Tax Collector, Property Appraiser, and Supervisor of Elections are operated as separate County agencies in accordance with applicable provisions of Florida Statutes. The offices of the Sheriff, Property Appraiser, and Supervisor of Elections operate on a budget system, whereby County-appropriated funds are received from the Board of County Commissioners, and any unexpended appropriations are required to be returned to the Board of County Commissioners at the end of the fiscal year. The Clerk's duties as Clerk to the Board, Clerk of the County Court, and Chief Financial Officer for the County are budgeted functions, funded by the Board. The Clerk's duties as Clerk of the Circuit Court are funded by fees collected by that office. The Tax Collector's salary and benefits are funded by the Board; all other expenditures are funded by fees collected by that office. Excess fees of the Tax Collector are returned to the Board at the end of the fiscal year.

(b) **Government-wide and fund financial statements**—The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) concentrate on the County as a whole. In addition, they report information on all of the non-fiduciary activities of the County. For the most part, the effect of inter-fund activity has been removed from these statements.

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

Separate financial statements are provided for governmental funds and fiduciary funds even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements. The nonmajor funds are combined in one column in the fund financial statements.

(c) **Measurement focus and basis of accounting**—The accounts of the County 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 balance, 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.

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) **Summary of Significant Accounting Policies:** (Continued)

The accounting and financial reporting treatment is determined by the applicable measurement focus and the basis of accounting. The basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. The basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. Measurement focus indicates the type of resources being measured such as current financial resources (current assets less current liabilities) or economic resources (all assets and liabilities).

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Agency funds do not involve the measurement of results of operations.

Governmental fund financial statements are reported using the current financial resources measurement focus and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 90 days of the end of the current fiscal period, except for property taxes which is 60 days.

Property taxes, special assessments, intergovernmental revenues, charges for services, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the County.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, certain expenditure relating to future periods, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The County reports the following major governmental funds:

General Fund – The General fund is the general operating fund of the County. It is used to account for all financial resources, except those required to be accounted for in another fund. Additionally, the general fund also accounts for activities related to the general fund of each constitutional officer.

Emergency Medical Services – The Emergency Medical Services fund (a special revenue fund) is used to account for ambulance and emergency medical assistance to Union County residents. Revenues primarily consist of charges for services and special assessments.

Special Law Enforcement Trust Fund – The Special Law Enforcement Trust fund (a special revenue fund) is used to account for the proceeds of forfeitures collected by the County and used to enhance the County's Sheriff Department. Revenues primarily consist of proceeds from seizures of property.

Transportation Trust Fund – The Transportation Trust Fund is used to account for all revenues and expenditures for the County's transportation system. Revenues primarily consist of use taxes and federal and state grants.

Local Housing Assistance Trust Fund – The Local Housing Assistance Trust Fund is used to account for all revenues and expenditures related to the County's affordable housing initiatives. Revenues primarily consist of federal grants.

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) **Summary of Significant Accounting Policies:** (Continued)

The County reports the following other fund type:

Agency Funds – Agency funds are used to account for assets held by the County in a custodial or trustee capacity (assets equal liabilities).

(d) **Cash and investments**—The institutions in which the County's monies are deposited are certified as a "Qualified Public Depository," as required under the Florida Public Deposits Act. This law requires every qualified public depository to deposit with the State Treasurer eligible collateral equal to or in excess of an amount to be determined by the State Treasurer and requires the State Treasurer to ensure that funds are entirely collateralized throughout the fiscal year. Therefore, the County's total deposits are insured by the Federal Depository Insurance Corporation and the Bureau of Collateral Securities, Division of Treasury, State Department of Insurance.

(e) **Receivables**—Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds" and are eliminated in the government-wide financial statements. All trade and property tax receivables are reported net of an allowance for uncollectible accounts, which is based upon management's analysis of historical trends.

(f) **Prepaid items**—Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in the government-wide and fund financial statements. Prepaid items are recognized as expenses when the related expenses are incurred.

(g) **Capital assets**—Capital assets include property, plant, equipment and infrastructure assets. The terms general capital assets and general infrastructure assets relate only to the assets associated with governmental activities, whereas the terms capital assets and infrastructure assets relate to all such assets belonging to the County. Capital assets are defined by the County as assets with an initial individual cost of \$1,000 or more and an estimated useful life of more than one-year. Such assets are recorded at historical cost, if purchased or constructed. Donated assets are recorded at acquisition value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are only capitalized if they meet the dollar threshold above for capitalization. Maintenance and repairs of capital assets are charged to operating expenses.

Depreciation is reported for the primary government using the straight-line method calculated on a service-life basis to amortize the cost of the asset over their estimated economic useful lives, which are as follows:

| Assets | Years |
|------------------------------------|--------------|
| Buildings and Improvements | 5 – 39 years |
| Infrastructure (Roads and Bridges) | 20 years |
| Vehicles | 3 – 10 years |
| Machinery and Equipment | 3 – 10 years |

(h) **Compensated absences**—The various County agencies maintain policies that permit employees to accumulate earned but unused vacation and sick pay benefits that will be paid to employees upon separation of service if certain criteria are met. These benefits, plus their related tax and retirement costs, are classified as compensated absences. The policies of the various County agencies vary as to the amount and the vesting of employee vacation leave time and in some instances sick time. The amount of vacation time is determined by the period of employment. Gross additions and deletions for compensated absences were not determined, accordingly, only the net change in the accumulated value of compensated absences is shown for the current fiscal year. The compensated absences liability is primarily liquidated by the general fund.

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) **Summary of Significant Accounting Policies:** (Continued)

(i) **Long-term obligations**—In the government-wide financial statements, long-term debt obligations are reported as liabilities on the statement of net position. The compensated absences and net pension liabilities have been liquidated in the past by the reporting units of the underlying employees, including primarily the general fund, with some smaller amounts paid by other governmental funds.

(j) **Deferred outflows/inflows of resources**—In addition to assets, the statement of financial position will, if required, report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. Currently, the only items in this category consist of deferred amounts related to pensions and OPEB, as discussed further in Notes (9) and (10), respectively.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of financial position or fund balance that applies to future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. Currently, the only items in this category in Notes (9) and (10), respectively.

(k) **Fund equity**—Fund balance for governmental funds report classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in the funds may be spent. The following classifications describe the relative strength of applicable spending constraints:

Nonspendable – amounts not available to be spent or not in spendable form, such as inventory and prepaid items.

Restricted – amounts constrained to specific purposes by their providers (such as grantors and higher levels of government), through constitutional provisions or by enabling legislation.

Committed – amounts the County intends to use for a specific purpose as expressed at the highest level of decision-making authority by the Board of County Commissioners.

Assigned – amounts the County intends to use for a specific purpose. Intent can be expressed by Board of County Commissioners or by an official or body which the Board delegates authority via a formal vote or resolution.

Unassigned – amounts that are available for any purpose. Positive amounts are reported only in the General Fund.

The County does not have a formal written policy regarding whether restricted or unrestricted amounts are considered to be spent when an expenditure for purposes for which both restricted and unrestricted fund balances are available. However, it has been the County's general practice when expenditure is incurred for purposes for which both restricted and unrestricted resources are available; the County considers restricted funds to have been spent first. When expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the County considers amounts to have been spent first out of committed funds, then assigned funds and finally, unassigned funds, as needed.

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) **Summary of Significant Accounting Policies:** (Continued)

(l) **Property taxes**—Property tax revenues are recognized when levied, to the extent that they result in current receivables. Details of the property tax calendar are presented below:

| | |
|--------------------|---------------------|
| Lien date | January 1 |
| Levy date | October 1 |
| Discount periods | November – February |
| No discount period | March |
| Delinquent date | April 1 |

(m) **Budgets and budgetary accounting**—Annual budgets are legally adopted by the Board of County Commissioners, on a basis consistent with generally accepted principles for the General Fund and special revenue funds. Formal budgetary integration is employed as a management control device during the year for all governmental funds.

The annual budget is prepared at the fund, department, and division level. The department directors submit requests for appropriations to the Clerk of Courts. The Clerk submits a recommended budget to the Board of County Commissioners. Public hearings on the proposed budget are held in September. On or before October 1, the budget is adopted by the Board of County Commissioners. Transfers between funds require Board approval. If during the fiscal year, there are additional available revenues for appropriation in excess of those estimated in the budget; the Board may make supplemental appropriations for the year, up to the amount of such excess revenues. Appropriations in all funds lapse at the close of the fiscal year to the extent that it has not been re-budgeted in the following fiscal year. The fund is the legal level of budgetary control.

(n) **Impact fees**—The County has not adopted any ordinances or resolutions to levy impact fees in accordance with Section 163.31801, *Florida Statutes*.

(o) **Use of estimates**—Management uses estimates and assumptions in preparing financial statements in accordance with generally accepted accounting principles in the United States of America. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenue and expenses. Actual results could vary from the estimates assumed in preparing the financial statements.

(2) **Reconciliation of Government-Wide and Fund Financial Statements:**

(a) **Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net position**—Following the governmental fund balance sheet is a reconciliation between fund balance – total governmental funds and net position – governmental activities as reported in the government-wide statement of net position. A detailed explanation of these differences is provided in this reconciliation.

(b) **Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities**—Following the governmental fund statement of revenues, expenditures, and changes in fund balances, there is a reconciliation between net changes in fund balances - total governmental funds and changes in net position of governmental activities as reported in the government-wide statement of activities. A detailed explanation of these differences is provided in this reconciliation.

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(3) Deposits and Investments:

Florida Statutes authorize the County to invest in bonds, notes or other obligations of the U.S. Government, certificates of deposits, repurchase agreements, certain bonds of any State or local government unit and the State Treasurer's Investment Pool.

The Florida Local Government Investment Trust (FLGIT) is a local government investment pool created by the Florida Association of Court Clerks and the Florida Association of Counties for the purpose of providing public entities with an investment program that focuses on longer term securities with the highest credit ratings. The effective maturity of the underlying investment is five years or less. At year end, the FLGIT was invested in money markets, treasury notes, asset-backed securities and Federal agency obligations. The investment type is subject to some market risk due to fluctuating prices and liquidity risk due to advance redemption notification requirements. However, it has a professional investment advisor and an investment advisory board. The FLGIT maintains a credit rating of AA+ by Standard & Poor's and the weighted average maturity of the funds was 33 days. A copy of FLGIT's most recent financial statements can be found at <http://floridatrufonline.com>. At September 30, 2020, the County had \$788,856 invested with FLGIT. The fair value of the County's position in the pool is the same as the value of the pool shares.

Interest Rate Risk. The County does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of Credit Risk. The County places no limit on the amount that may be invested in any one issuer.

(4) Interfund Balances and Transfers:

Transfers from/to other funds for the year ended September 30, 2020, were as follows:

| <u>Recipient Fund</u> | <u>Amount</u> | <u>Reason for Transfer</u> |
|----------------------------|---------------------|--|
| Emergency Medical Services | \$ 892,000 | Transfer from General Fund to aid in operating costs |
| Emergency Management | 67,963 | Transfer from General Fund to aid in operating costs |
| Solid Waste Management | 30,000 | Transfer from General Fund to aid in operating costs |
| 911 | 80,000 | Transfer from General Fund to aid in operating costs |
| | <u>\$ 1,069,963</u> | |

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(4) **Interfund Balances and Transfers:** (Continued)

As of September 30, 2020, interfund balances consisted of:

| | <u>Due From Other Funds</u> | <u>Due To Other Funds</u> |
|-----------------------------------|---------------------------------|-------------------------------|
| General Fund | \$ 890,763 | \$ 1,668,159 |
| Special Revenue Funds | | |
| Major Funds: | | |
| Emergency Medical Services | 737,178 | - |
| Special Law Enforcement | - | 80,000 |
| Transportation Trust | 37,045 | 1,476 |
| Nonmajor Funds: | | |
| Emergency Management | 2,575 | - |
| Solid Waste Management | 27,548 | 1,623 |
| Clerks Record Modernization Trust | - | 73 |
| E911 | 210,039 | 153,817 |
| Total | <u>\$ 1,905,148</u> | <u>\$ 1,905,148</u> |

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(5) Capital Assets:

Capital asset activity for the fiscal year ended September 30, 2020, was as follows:

| Governmental Activities: | Balance 9/30/19 | Increases | Decreases | Balance 9/30/20 |
|--|----------------------------|-------------------|-------------------|----------------------------|
| Capital Assets, Not Being Depreciated: | | | | |
| Land | \$ 1,077,564 | \$ - | \$ - | \$ 1,077,564 |
| Construction in Progress | 708,268 | 284,686 | - | 992,954 |
| Total Capital Assets Not Being Depreciated | 1,785,832 | 284,686 | - | 2,070,518 |
| Capital Assets Being Depreciated: | | | | |
| Buildings and Improvements | 7,637,289 | 161,819 | - | 7,799,108 |
| Infrastructure - Roads | 14,973,492 | 802,170 | - | 15,775,662 |
| Vehicles | 3,584,475 | 341,651 | - | 3,926,126 |
| Library Materials | 256,743 | - | - | 256,743 |
| Machinery and Equipment | 4,244,478 | 477,348 | (27,481) | 4,694,345 |
| Assets Under Capital Lease | 281,841 | 142,449 | - | 424,290 |
| Total Capital Assets Being Depreciated | 30,978,318 | 1,925,437 | (27,481) | 32,876,274 |
| Less Accumulated Depreciation For: | | | | |
| Buildings and Improvements | 4,023,977 | 192,802 | - | 4,216,779 |
| Infrastructure - Roads | 5,811,697 | 676,153 | - | 6,487,850 |
| Vehicles | 2,999,397 | 164,392 | - | 3,163,789 |
| Library Materials | 216,603 | 11,749 | - | 228,352 |
| Machinery and Equipment | 3,333,297 | 354,699 | (25,263) | 3,662,733 |
| Assets Under Capital Lease | 148,120 | 70,396 | - | 218,516 |
| Total Accumulated Depreciation | 16,533,091 | 1,470,191 | (25,263) | 17,978,019 |
| Total Capital Assets, Net of Depreciation | 14,445,227 | 455,246 | (2,218) | 14,898,255 |
| Governmental Activities Capital Assets, Net | \$ 16,231,059 | \$ 739,932 | \$ (2,218) | \$ 16,968,773 |

Depreciation expense was charged to programs for the County as follows:

| | |
|-----------------------------------|---------------------|
| Governmental Activities | |
| General Government | \$ 121,129 |
| Public Safety | 272,295 |
| Physical Environment | 99,832 |
| Transportation | 769,638 |
| Human Services | 50,229 |
| Court Related | 80,942 |
| Culture and Recreation | 76,126 |
| Total Depreciation Expense | \$ 1,470,191 |

**UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(6) Long-Term Debt:

Capital Leases

The County leases heavy equipment under agreements that are classified as capital leases. The agreements bear interest rates ranging from 3.00% to 3.50%. The future minimum lease payments required and the present value of the net minimum lease payments at September 30, 2020, are as follows:

| <u>Year Ending September 30,</u> | <u>Payment</u> |
|---|-------------------|
| 2021 | \$ 119,694 |
| 2022 | 239,363 |
| 2023 | 38,817 |
| 2024 | 132,510 |
| Total Minimum Lease Payments | 530,384 |
| Less: Amount Representing Interest | (34,000) |
| Present Value of Minimum Lease Payments | <u>\$ 496,384</u> |

Amortization of leased equipment under capital assets is included with depreciation expense.

The following is a summary of changes in long-term debt of the County for the year ended September 30, 2020:

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Reductions</u> | <u>Ending Balance</u> | <u>Due Within One Year</u> |
|------------------------------------|------------------------------|-------------------|-------------------|---------------------------|--------------------------------|
| Notes payable | \$ 41,487 | \$ - | \$ 41,487 | \$ - | \$ - |
| Capital leases | 429,129 | 142,449 | 75,194 | 496,384 | 104,626 |
| Compensated absences | 339,772 | 276,236 | 201,869 | 414,139 | 188,849 |
| Total Long-Term Liabilities | <u>\$ 810,388</u> | <u>\$ 418,685</u> | <u>\$ 318,550</u> | <u>\$ 910,523</u> | <u>\$ 293,475</u> |

(7) Joint Venture and Jointly-Governed Organization:

New River Public Library Cooperative

The governments of Baker, Bradford and Union Counties established the New River Public Library Cooperative (the Cooperative) through an interlocal agreement, executed in 1996. The Cooperative was established to provide a single library administrative unit for the citizens of the tri-county region, in order to provide free library service to its residents. The Cooperative is governed by a Board of Directors, whose members are appointed by each participating government. The County has an ongoing financial responsibility for the continued existence of the Cooperative.

The Board received \$9,000 from New River Public Library Cooperative in rental charge in fiscal year 2019. The charges include the cost of office space and utilities provided by Union County.

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(7) Joint Venture and Jointly-Governed Organization: (Continued)

The Cooperative's condensed financial information, as of and for the year ended September 30, 2019, (latest available information), is hereafter presented:

| | | |
|------------------------|----|---------|
| Total Assets | \$ | 435,271 |
| Total Liabilities | \$ | 2,770 |
| Total Net Position | \$ | 432,501 |
| Total Revenues | \$ | 406,627 |
| Total Expenses | \$ | 338,110 |
| Change in Net Position | \$ | 68,517 |

A copy of the Cooperative's financial statements can be obtained by written request at the following address: 110 North Lake Avenue, Lake Butler, Florida 32054.

New River Solid Waste Association

The governments of Baker, Bradford and Union Counties established the New River Solid Waste Association (the Association) through an interlocal agreement, executed on July 5, 1988. The Association was established to provide a regional approach to solid waste management for the citizens of the tri-county region, without regard to political or governmental boundaries, in order to promote and protect the public health, welfare and safety of the citizens. The Association has all the powers and authorities enumerated in Florida Statute, Chapter 163.01, *Florida Interlocal Cooperation Act of 1969*, plus additional powers as described in the interlocal agreement, including the ability to acquire real or personal property, the ability to sue and be sued, and the ability to incur debts, borrow money, and issue evidences of indebtedness. The County has an ongoing financial responsibility for the continued existence of the Association.

The Association is governed by a Board of Directors, whose members are appointed by each participating government. The Board of Directors has control over the budgeting and financing of the Association.

The County received distributions (host fees) from the Association in the amount of \$200,000 in fiscal year 2020. The Association's condensed financial information, as of and for the year ended September 30, 2019 (latest available information), is hereafter presented:

| | | |
|---|----|------------|
| Total Assets | \$ | 59,887,926 |
| Total Deferred Outflows of Resources | \$ | 313,800 |
| Total Liabilities | \$ | 19,437,559 |
| Total Deferred Inflows of Resources | \$ | 54,001 |
| Total Net Positions | \$ | 40,710,166 |
| Total Revenues | \$ | 8,427,992 |
| Total Non-Operating Revenues (Expenses) | \$ | 594,105 |
| Total Expenses | \$ | 9,928,031 |
| Change in Net Position | \$ | (905,934) |

A copy of the Association's financial statements can be obtained by written request at the following address: Post Office Box 647, Raiford, Florida 32083.

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(8) Commitments and Contingencies:

Various suits and claims arising in the ordinary course of the County's operations, some of which involve substantial amounts, are pending against the County.

The ultimate effect of such litigation cannot be ascertained at this time. However, in the opinion of counsel for the County, the liabilities which may arise from such action would not result in losses which would materially affect the financial position of the County or the results of its operations, nor is it anticipated that any material amount will be paid for claims and judgments in the next fiscal year.

During the year ended September 30, 2020, local, U.S., and world governments have encouraged self-isolation to curtail the spread of the global pandemic, coronavirus disease (COVID-19), by mandating temporary work stoppage in many sectors and imposing limitations on travel and size and duration of group meetings. Most industries are experiencing disruption to business operations and the impact of reduced consumer spending. There is unprecedented uncertainty surrounding the duration of the pandemic, its potential economic ramifications, and any government actions to mitigate them. Accordingly, while management cannot quantify the financial and other impact to the County as of June 16, 2021, management believes that a material impact on the County's financial position and results of future operations is reasonably possible.

(9) Employees' Retirement Plans:

Florida Retirement System

Plan Description and Administration

The County participates in the Florida Retirement System (FRS), a multiple-employer, cost sharing defined public employee retirement system which covers all of the County's full-time employees. The System is administered by the State of Florida, Department of Administration, Division of Retirement to provide retirement and survivor benefits to participating public employees. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. The FRS is a single retirement system administered by the Department of Management Services, Division of Retirement, and consists of two cost-sharing, multiple-employer retirement plans and other nonintegrated programs. These include a defined-benefit pension plan (Plan), with a Deferred Retirement Option Program (DROP), and a defined-contribution plan, referred to as the FRS Investment Plan (Investment Plan).

In addition, all regular employees of the entity are eligible to enroll as members of the Retiree Health Insurance Subsidy (HIS) Program. The HIS is a cost-sharing, multiple-employer defined benefit pension plan established and administered in accordance with section 112.363, Florida Statutes. The benefit is a monthly payment to assist retirees of the state-administered retirement systems in paying their health insurance costs. Eligible retirees and beneficiaries receive a monthly HIS payment equal to the number of years of service credited at retirement multiplied by \$5. The minimum payment is \$30 and the maximum payment is \$150 per month, pursuant to section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under one of the state-administered retirement systems must provide proof of eligible health insurance coverage, which can include Medicare.

**UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(9) Employees' Retirement Plans: (Continued)

Benefits Provided and Employees Covered

Employees enrolled in the Plan prior to July 1, 2011, vest at six years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at eight years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service. Members of both Plans may include up to four years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments. Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the five highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the eight highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on the retirement plan and/or class to which the member belonged when the service credit was earned.

DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate, except that certain instructional personnel may participate for up to 96 months. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest.

Employees may elect to participate in the Investment Plan in lieu of the FRS defined-benefit plan. Employer and employee contributions are defined by law, but the ultimate benefit depends in part on the performance of investment funds. The Investment Plan is funded by employer and employee contributions that are based on salary and membership class (Regular, DROP, etc.). Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Employees in the Investment Plan vest at one year of service.

Financial Statements

Financial statements and other supplementary information of the FRS are included in the State's Comprehensive Annual Financial Report, which is available from the Florida Department of Financial Services, Bureau of Financial Reporting Statewide Financial Reporting Section by mail at 200 E. Gaines Street, Tallahassee, Florida 32399-0364; by telephone at (850) 413-5511; or at the Department's Web site (www.myfloridacfo.com). An annual report on the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from:

Florida Department of Management Services
Division of Retirement, Research and Education Services
P.O. Box 9000
Tallahassee, FL 32315-9000
850-488-5706 or toll free at 877-377-1737

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(9) Employees' Retirement Plans: (Continued)

Contributions

The County participates in certain classes of FRS membership. Each class has descriptions and contribution rates in effect at September 30, 2020, as follows (contribution rates are in agreement with the actuarially determined rates):

| FRS Membership Plan & Class | Through June 30, 2020 | After June 30, 2020 |
|--|------------------------------|----------------------------|
| Regular Class | 8.47% | 10.00% |
| Senior Management | 25.41% | 27.29% |
| Special Risk | 25.48% | 24.45% |
| Elected Official | 48.82% | 49.18% |
| DROP | 14.60% | 16.98% |

Current-year employer HIS contributions were made at a rate of 1.66% of covered payroll.

For the plan year ended June 30, 2020, actual contributions made for employees participating in FRS and HIS were as follows:

| | |
|------------------------------|------------|
| Entity Contributions – FRS | \$ 725,583 |
| Entity Contributions – HIS | 79,863 |
| Employee Contributions – FRS | 144,330 |

Net Pension Liability, Pension Expense, and Deferred Outflows and Inflows of Resources Related to Pensions

At September 30, 2020, the entity reported a liability related to FRS and HIS as follows:

| Plan | Net Pension Liability |
|-------------|------------------------------|
| FRS | \$ 9,464,946 |
| HIS | 1,692,159 |
| Total | <u>\$ 11,157,105</u> |

The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The County's proportion of the net pension liability was based on a projection of the long-term share of contributions to the pension plan relative to the projected contributions of all participating governmental entities, as actuarially determined. At June 30, 2020 and 2019, the County's proportionate share of the FRS and HIS net pension liabilities were as follows:

| Plan | 2020 | 2019 |
|-------------|--------------|--------------|
| FRS | 0.021838081% | 0.022568499% |
| HIS | 0.013858979% | 0.013436578% |

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(9) **Employees' Retirement Plans:** (Continued)

For the year ended June 30, 2020, pension expense was recognized related to the FRS and HIS plans as follows:

| | |
|-------|---------------------|
| FRS | \$ 2,035,440 |
| HIS | 140,814 |
| Total | <u>\$ 2,176,254</u> |

Deferred outflows/inflows related to pensions:

At September 30, 2020, the County reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

| | FRS | | HIS | |
|--|--------------------------------|-------------------------------|--------------------------------|-------------------------------|
| | Deferred Outflows of Resources | Deferred Inflows of Resources | Deferred Outflows of Resources | Deferred Inflows of Resources |
| Differences between expected and actual experience | \$ 362,243 | \$ - | \$ 69,220 | \$ (1,305) |
| Changes of assumptions | 1,713,456 | - | 181,955 | (98,392) |
| Net different between projected and actual investment earnings | 563,552 | - | 1,351 | - |
| Change in proportionate share | 249,788 | (301,751) | 122,796 | (60,368) |
| Contributions subsequent to measurement date | 181,571 | - | 19,860 | - |
| | <u>\$ 3,070,610</u> | <u>\$ (301,751)</u> | <u>\$ 395,182</u> | <u>\$ (160,065)</u> |

The above amounts for deferred outflows of resources for contributions related to pensions resulting from County contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended September 30, 2021. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions being amortized for a period of greater than one year will be recognized in pension expense in succeeding years as follows:

| | FRS | HIS |
|------------|---------------------|---------------------|
| 2021 | \$ 547,487 | \$ 49,560 |
| 2022 | 835,846 | 41,234 |
| 2023 | 705,772 | 20,230 |
| 2024 | 419,410 | 31,929 |
| 2025 | 78,773 | 39,879 |
| Thereafter | - | 32,425 |
| Total | <u>\$ 2,587,288</u> | <u>\$ 2,802,545</u> |

Actuarial assumptions:

The actuarial assumptions for both defined benefit plans are reviewed annually by the Florida Retirement System Actuarial Assumptions Conference. The FRS has a valuation performed annually. The HIS Program has a valuation performed biennially that is updated for GASB reporting in the year a valuation is not performed. The most recent experience study for the FRS was completed in 2019 for the period July 1, 2013, through June 30, 2018. Because HIS is funded on a pay-as-you-go basis, no experience study has been completed.

UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(9) Employees' Retirement Plans: (Continued)

The total pension liability for each of the defined benefit plans was determined by an actuarial valuation, using the entry age normal actuarial cost method. Inflation increases for both plans is assumed at 2.40%. Payroll growth, including inflation, for both plans is assumed at 3.25%. Both the discount rate and the long-term expected rate of return used for FRS investments is 6.80%. This rate decreased from the prior year rate, which was 6.90%. The plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return. Because HIS Program uses a pay-as-you-go funding structure, a municipal bond rate of 2.21% was used to determine the total pension for the program. This rate decreased from the prior year rate, which was 3.50%. Mortality assumptions for both plans were based on the PUB2010 base table varies by member category and sex, projected generationally with Scale MP-2018 details.

Long-term expected rate of return:

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in October 2020, the FRS Actuarial Assumptions conference reviewed long-term assumptions developed by both Milliman's capital market assumptions team and by a capital market assumptions team from Aon Hewitt Investment Consulting, which consults to the Florida State Board of Administration. The table below shows Milliman's assumptions for each of the asset classes in which the plan was invested at that time based on the long-term target asset allocation. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model.

| <u>Asset Class</u> | <u>Target Allocation</u> | <u>Annual Arithmetic Expected Rate of Return</u> |
|-----------------------|--------------------------|--|
| Cash | 1.0% | 2.2% |
| Fixed income | 19.0% | 3.0% |
| Global equities | 54.2% | 8.0% |
| Real estate | 10.3% | 6.4% |
| Private equity | 11.1% | 10.8% |
| Strategic investments | 4.4% | 5.5% |
| Total | <u>100.0%</u> | |

Sensitivity of the net pension liability to changes in the discount rate:

The following presents the proportionate shares of the FRS and HIS net pension liability of the entity calculated using the current discount rates, as well as what the entity's net pension liability would be if it were calculated using a discount rate that is 1% lower or 1% higher than the current rate:

| <u>Plan</u> | <u>Current Discount Rate</u> | <u>NPL with 1% Decrease</u> | <u>NPL at Current Discount Rate</u> | <u>NPL with 1% Increase</u> |
|-------------|------------------------------|-----------------------------|-------------------------------------|-----------------------------|
| FRS | 6.80% | \$ 15,113,928 | \$ 9,464,946 | \$ 4,746,892 |
| HIS | 2.21% | 1,956,060 | 1,692,159 | 1,476,156 |

**UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(10) Other Post-Employment Benefits (OPEB):

Plan Description—No assets are held in trust for payment of the OPEB liability as the County had no OPEB liability other than as arising from the implicit rate subsidy, as discussed in the following paragraph.

Retirees and their dependents are permitted to remain covered under the County's respective health care plans as long as they pay a full premium applicable to the coverage elected. This conforms to the minimum required of Florida governmental employers per Chapter 112.08, Florida Statutes. The Other Post-Employment Benefit Plan does not issue a stand-alone report.

Benefits Provided—The Other Post-Employment Benefit Plan is a single-employer benefit plan administered by the County. Retirees are charged whatever the insurance company charges for the type of coverage elected, however, the premiums charged by the insurance company are based on a blending of the experience among younger active employees and older retired employees. The older retirees actually have a higher cost which means the County is actually subsidizing the cost of the retiree coverage because it pays all or a significant portion of the premium on behalf of the active employee. GASB No. 75 calls this the "implicit rate subsidy."

Plan Membership—At October 1, 2019 the date of the latest actuarial valuation, plan participation consisted of the following:

| | |
|--------------------|-----------|
| Active Employees | 60 |
| Inactive Employees | - |
| | <u>60</u> |

Total OPEB Liability—The County's total OPEB liability of \$121,222 was measured as of September 30, 2020, and was determined by an actuarial valuation at October 1, 2019.

Actuarial Assumptions and Other Inputs—The total OPEB liability at the September 30, 2020 measurement date was determined using the following actuarial assumptions and other inputs, applied to all periods in the measurement, unless otherwise specified:

| | |
|----------------------------|--------------|
| Inflation | 2.50% |
| Salary increases | 3.50% |
| Discount rate | 2.14% |
| Healthcare cost trend rate | 7.00 - 4.50% |

The County does not have a dedicated trust to pay retiree healthcare benefits. The discount rate was based on the S&P Municipal Bond 20 Year High Grade Rate Index as of September 30, 2020.

Mortality rates were based on the PubS.H-2010 General Mortality Table.

**UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(10) Other Post-Employment Benefits (OPEB): (Continued)

Changes in the OPEB liability for the fiscal year ended September 30, 2020, were as follows:

| | <u>Total OPEB Liability</u> |
|-------------------------------|---------------------------------|
| Balance at September 30, 2019 | \$ 100,632 |
| Changes for a year: | |
| Service cost | 6,546 |
| Interest | 3,599 |
| Changes of assumptions | 11,112 |
| Other changes | (667) |
| Net changes | <u>20,590</u> |
| Balance at September 30, 2020 | <u>\$ 121,222</u> |

Sensitivity of the total OPEB liability to changes in the discount rate:

The following presents the total OPEB liability of the County calculated using the discount rate of 2.14%, as well as what the County's total OPEB liability would be if it were calculated using a discount rate that is 1% lower (1.14%) or 1% higher (3.14%) than the current rate:

| | <u>1% Decrease</u> | <u>Current Discount Rate</u> | <u>1% Increase</u> |
|----------------------|--------------------|----------------------------------|--------------------|
| Total OPEB Liability | \$ 130,743 | \$ 121,222 | \$ 112,356 |

Sensitivity of the total OPEB liability to changes in the healthcare cost trend rate:

The following presents the total OPEB liability of the County as well as what the County's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1% lower (6.00% decreasing to 5.00%) or 1% higher (8.00% decreasing to 7.00%) than the current healthcare cost trend rates (7.00% decreasing to 6.00%):

| | <u>1% Decrease</u> | <u>Current Trend Rates</u> | <u>1% Increase</u> |
|----------------------|--------------------|--------------------------------|--------------------|
| Total OPEB Liability | \$ 108,513 | \$ 121,222 | \$ 136,162 |

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources

For the year ended September 30, 2020, the County recognized OPEB expense of \$9,713. At September 30, 2020, the County reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

| | <u>Deferred Outflows of Resources</u> | <u>Deferred Inflows of Resources</u> |
|------------------------|---|--|
| Changes of assumptions | \$ 10,417 | \$ 655 |

**UNION COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(10) **Other Post-Employment Benefits (OPEB):** (Continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

| <u>Year ended September 30:</u> | <u>Amortization</u> |
|---------------------------------|---------------------|
| 2021 | \$ 1,049 |
| 2022 | 1,049 |
| 2023 | 1,049 |
| 2024 | 1,049 |
| 2025 | 1,049 |
| Thereafter | 5,168 |

(11) **Recent Accounting Pronouncements:**

The Governmental Accounting Standards Board (GASB) has issued several pronouncements that have effective dates that may impact future financial statements. Listed below are pronouncements with required implementation dates, as adjusted based on the impacts of GASB Statement No. 95, effective for subsequent fiscal years that have not yet been implemented. Management has not currently determined what, if any, impact implementation of the following will have on the County's financial statements:

- (a) GASB issued Statement No. 84, *Fiduciary Activities*, in January 2017. GASB 84 improves guidance regarding the identification and reporting of fiduciary activities. The provisions in GASB 84 are effective for periods beginning after December 15, 2019.
- (b) GASB issued Statement No. 87, *Leases*, in June 2017. GASB 87 increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. The provisions in GASB 87 are effective for periods beginning after June 15, 2021.

REQUIRED SUPPLEMENTARY INFORMATION

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|---------------------|---------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Taxes | \$ 3,121,234 | \$ 3,121,234 | \$ 3,164,829 | \$ 43,595 |
| Licenses and permits | 67,000 | 67,000 | 75,112 | 8,112 |
| Intergovernmental | 5,921,232 | 5,963,039 | 5,308,030 | (655,009) |
| Charges for services | 485,591 | 485,591 | 459,388 | (26,203) |
| Fines and forfeitures | 63,200 | 63,200 | 42,843 | (20,357) |
| Miscellaneous revenues | 36,625 | 47,998 | 84,811 | 36,813 |
| FS 129 Statutory Reduction | (327,549) | (327,549) | - | 327,549 |
| Total revenues | <u>9,367,333</u> | <u>9,420,513</u> | <u>9,135,013</u> | <u>(285,500)</u> |
| Expenditures | | | | |
| Current: | | | | |
| General government | 2,467,089 | 2,518,157 | 2,278,201 | 239,956 |
| Public safety | 5,199,817 | 5,199,817 | 3,833,576 | 1,366,241 |
| Physical environment | 272,828 | 287,198 | 289,290 | (2,092) |
| Economic environment | 7,481 | 7,481 | 6,733 | 748 |
| Transportation | - | - | 71,935 | (71,935) |
| Human services | 307,142 | 307,142 | 256,010 | 51,132 |
| Culture and recreation | 36,900 | 36,900 | 40,729 | (3,829) |
| Court related | 895,534 | 906,146 | 832,736 | 73,410 |
| Debt service: | | | | |
| Principal | - | - | - | - |
| Total expenditures | <u>9,186,791</u> | <u>9,262,841</u> | <u>7,609,210</u> | <u>1,653,631</u> |
| Excess (deficiency) of revenues over expenditures | <u>180,542</u> | <u>157,672</u> | <u>1,525,803</u> | <u>1,368,131</u> |
| Other financing sources (uses) | | | | |
| Transfers in | 640,000 | 640,000 | - | (640,000) |
| Transfers out | (1,101,505) | (1,101,505) | (1,069,963) | 31,542 |
| Article V reversion | - | - | - | - |
| Total other financing sources (uses) | <u>(461,505)</u> | <u>(461,505)</u> | <u>(1,069,963)</u> | <u>(608,458)</u> |
| Net change in fund balance | <u>(280,963)</u> | <u>(303,833)</u> | <u>455,840</u> | <u>759,673</u> |
| Fund balance, beginning of year | 2,067,874 | 2,067,874 | 2,067,874 | - |
| Fund balance, end of year | <u>\$ 1,786,911</u> | <u>\$ 1,764,041</u> | <u>\$ 2,523,714</u> | <u>\$ 759,673</u> |

The accompanying notes to required supplementary information are an integral part of this schedule.

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - EMERGENCY MEDICAL SERVICES
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|-------------------|-------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Licenses and permits | \$ 199,000 | \$ 199,000 | \$ 201,959 | \$ 2,959 |
| Intergovernmental | - | 70,500 | 84,897 | 14,397 |
| Charges for services | 615,000 | 615,000 | 503,863 | (111,137) |
| Miscellaneous revenues | - | - | 19,278 | 19,278 |
| FS 129 Statutory Reduction | (40,700) | (40,700) | - | 40,700 |
| Total revenues | <u>773,300</u> | <u>843,800</u> | <u>809,997</u> | <u>(33,803)</u> |
| Expenditures | | | | |
| Current: | | | | |
| Public safety | 1,649,172 | 1,692,023 | 903,040 | 788,983 |
| Debt service: | | | | |
| Principal | 13,330 | 41,068 | 41,487 | (419) |
| Interest | 938 | 849 | 430 | 419 |
| Total expenditures | <u>1,663,440</u> | <u>1,733,940</u> | <u>944,957</u> | <u>788,983</u> |
| Excess (deficiency) of revenues over expenditures | <u>(890,140)</u> | <u>(890,140)</u> | <u>(134,960)</u> | <u>755,180</u> |
| Other financing sources (uses) | | | | |
| Transfers in | 890,000 | 892,000 | 892,000 | - |
| Transfers out | - | - | - | - |
| Total other financing sources (uses) | <u>890,000</u> | <u>892,000</u> | <u>892,000</u> | <u>-</u> |
| Net change in fund balance | <u>(140)</u> | <u>1,860</u> | <u>757,040</u> | <u>755,180</u> |
| Fund balance, beginning of year | 192,815 | 192,815 | 192,815 | - |
| Fund balance, end of year | <u>\$ 192,675</u> | <u>\$ 194,675</u> | <u>\$ 949,855</u> | <u>\$ 755,180</u> |

The accompanying notes to required supplementary information are an integral part of this schedule.

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - SPECIAL LAW ENFORCEMENT
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|----------------------------|----------------------------|----------------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Fines and forfeitures | \$ 950 | \$ 950 | \$ 133,247 | \$ 132,297 |
| Miscellaneous revenues | - | - | 27,954 | 27,954 |
| FS 129 Statutory Reduction | - | - | - | - |
| Total revenues | <u>950</u> | <u>950</u> | <u>161,201</u> | <u>160,251</u> |
| Expenditures | | | | |
| Current: | | | | |
| Public safety | 5,000 | 5,000 | 1,661 | 3,339 |
| Total expenditures | <u>5,000</u> | <u>5,000</u> | <u>1,661</u> | <u>3,339</u> |
| Excess (deficiency) of revenues over expenditures | <u>(4,050)</u> | <u>(4,050)</u> | <u>159,540</u> | <u>163,590</u> |
| Other financing sources (uses) | | | | |
| Transfers in | - | - | - | - |
| Net change in fund balance | <u>(4,050)</u> | <u>(4,050)</u> | <u>159,540</u> | <u>163,590</u> |
| Fund balance, beginning of year | 1,335,203 | 1,335,203 | 1,335,203 | - |
| Fund balance, end of year | <u><u>\$ 1,331,153</u></u> | <u><u>\$ 1,331,153</u></u> | <u><u>\$ 1,494,743</u></u> | <u><u>\$ 163,590</u></u> |

The accompanying notes to required supplementary information are an integral part of this schedule.

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - TRANSPORTATION TRUST FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | Actual | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|-------------------|-------------------|---|
| | Original | Final | | |
| Revenues | | | | |
| Taxes | \$ 983,756 | \$ 983,756 | \$ 902,573 | \$ (81,183) |
| Intergovernmental | 2,457,382 | 2,457,382 | 1,092,761 | (1,364,621) |
| Miscellaneous revenues | 4,750 | 4,750 | 4,323 | (427) |
| Total revenues | <u>3,445,888</u> | <u>3,445,888</u> | <u>1,999,657</u> | <u>(1,446,231)</u> |
| Expenditures | | | | |
| Current: | | | | |
| Transportation | 3,706,236 | 3,799,561 | 2,060,597 | 1,738,964 |
| Debt service: | | | | |
| Principal | 125,148 | 174,273 | 75,194 | 99,079 |
| Interest | 7,656 | 7,656 | 5,683 | 1,973 |
| Total expenditures | <u>3,839,040</u> | <u>3,981,490</u> | <u>2,141,474</u> | <u>1,840,016</u> |
| Net change in fund balance | <u>(393,152)</u> | <u>(393,152)</u> | <u>632</u> | <u>393,784</u> |
| Fund balance, beginning of year | 575,539 | 575,539 | 575,539 | - |
| Fund balance, end of year | <u>\$ 182,387</u> | <u>\$ 182,387</u> | <u>\$ 576,171</u> | <u>\$ 393,784</u> |

The accompanying notes to required supplementary information are an integral part of this schedule.

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - LOCAL HOUSING
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|----------------|----------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Intergovernmental | \$ 350,000 | \$ 493,133 | \$ 318,032 | \$ (175,101) |
| Miscellaneous revenues | 240 | 175,240 | 4,339 | (170,901) |
| Total revenues | <u>350,228</u> | <u>668,361</u> | <u>322,371</u> | <u>(345,990)</u> |
| Expenditures | | | | |
| Current: | | | | |
| Economic environment | 350,228 | 668,361 | 322,371 | 345,990 |
| Total expenditures | <u>350,228</u> | <u>668,361</u> | <u>322,371</u> | <u>345,990</u> |
| Excess (deficiency) of revenues over expenditures | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Other financing sources (uses) | | | | |
| Transfers out | - | - | - | - |
| Net change in fund balance | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Fund balance, beginning of year | - | - | - | - |
| Fund balance, end of year | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

The accompanying notes to required supplementary information are an integral part of this schedule.

**UNION COUNTY, FLORIDA
NOTE TO SCHEDULES OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL
SEPTEMBER 30, 2020**

Note to Budgetary Comparison Schedules:

The preparation, adoption and amendment of the budgets are governed by Florida Statutes. The fund is the legal level of control. Budgets are prepared on a basis that does not differ materially from generally accepted accounting principles (GAAP). Appropriations lapse at year-end. Budgeted excess expenditures over revenues are funded through transfers in and use of fund balance reserves.

UNION COUNTY, FLORIDA
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS
LAST 10 FISCAL YEARS
(UNAUDITED)

| | <u>2020</u> | <u>2019</u> |
|---|--------------------------|--------------------------|
| Total OPEB Liability | | |
| Service cost | \$ 6,546 | \$ 6,385 |
| Interest | 3,599 | 3,299 |
| Changes of assumptions | 11,112 | 388 |
| Other changes | (667) | (60) |
| Net change in total OPEB liability | 20,590 | 10,012 |
| Total OPEB liability - beginning of year | 100,632 | 90,620 |
| Total OPEB liability - end of year | <u>\$ 121,222</u> | <u>\$ 100,632</u> |
| Covered payroll | \$ 3,727,479 | \$ 3,727,479 |
| Total OPEB liability as a percentage of covered payroll | 3.25% | 2.70% |

Notes to Schedule:

Valuation date: 10/1/2019

Changes of assumptions. Changes of assumptions and other changes reflect the effects of changes in the discount rate each period. The following are the discount rates used in each period:

| | | |
|---------------|-------|-------|
| Discount rate | 2.14% | 3.58% |
|---------------|-------|-------|

*10 years of data will be presented as it becomes available.

UNION COUNTY, FLORIDA
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
LAST 10 FISCAL YEARS
(UNAUDITED)

| | As of the Plan Year Ended June 30, | | | | | |
|---|------------------------------------|--------------|--------------|--------------|--------------|--------------|
| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
| Florida Retirement System (FRS) | | | | | | |
| Proportion of the net pension liability | 0.021838081% | 0.022568499% | 0.021830546% | 0.022073095% | 0.021987085% | 0.021787096% |
| Proportionate share of the net pension liability | \$ 9,464,946 | \$ 7,772,277 | \$ 6,575,474 | \$ 6,529,072 | \$ 5,551,756 | \$ 2,814,094 |
| Covered payroll | 4,811,012 | 4,494,699 | 4,237,818 | 4,227,364 | 4,040,432 | 3,531,179 |
| Proportionate share of the net pension liability as a percentage of covered payroll | 196.74% | 172.92% | 155.16% | 154.45% | 137.41% | 79.69% |
| Plan fiduciary net position as a percentage of the total pension liability | 78.85% | 82.61% | 84.26% | 83.89% | 84.88% | 92.00% |
| Health Insurance Subsidy Program (HIS) | | | | | | |
| Proportion of the net pension liability | 0.013858979% | 0.013436578% | 0.012972053% | 0.013038961% | 0.013182168% | 0.013182168% |
| Proportionate share of the net pension liability | \$ 1,692,159 | \$ 1,503,419 | \$ 1,372,976 | \$ 1,394,186 | \$ 1,519,503 | \$ 1,344,375 |
| Covered payroll | 4,811,012 | 4,494,699 | 4,237,818 | 4,227,364 | 4,040,432 | 3,531,179 |
| Proportionate share of the net pension liability as a percentage of covered payroll | 35.17% | 33.45% | 32.40% | 32.98% | 37.61% | 38.07% |
| Plan fiduciary net position as a percentage of the total pension liability | 3.00% | 2.63% | 2.15% | 1.64% | 0.97% | 0.50% |

Note 1: GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the County will present information for only those years for which information is available.

**UNION COUNTY, FLORIDA
SCHEDULE OF CONTRIBUTIONS
LAST 10 FISCAL YEARS
(UNAUDITED)**

| | | As of the Plan Year Ended June 30, | | | | | |
|--|--|------------------------------------|--------------|--------------|--------------|--------------|--------------|
| | | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
| Florida Retirement System (FRS) | | | | | | | |
| Contractually required contribution | | \$ 725,583 | \$ 699,786 | \$ 622,153 | \$ 635,819 | \$ 581,842 | \$ 578,089 |
| Contributions in relation to the contractually required contribution | | (725,583) | (699,786) | (622,153) | (635,819) | (581,842) | (578,089) |
| Contribution deficiency (excess) | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| Covered payroll | | \$ 4,811,012 | \$ 4,494,699 | \$ 4,237,818 | \$ 4,227,364 | \$ 4,040,432 | \$ 3,531,179 |
| Contributions as a percentage of covered payroll | | 15.08% | 15.57% | 14.68% | 15.04% | 14.40% | 16.37% |
| Health Insurance Subsidy Program (HIS) | | | | | | | |
| Contractually required contribution | | \$ 79,863 | \$ 74,612 | \$ 70,348 | \$ 70,174 | \$ 67,071 | \$ 44,493 |
| Contributions in relation to the contractually required contribution | | (79,863) | (74,612) | (70,348) | (70,174) | (67,071) | (44,493) |
| Contribution deficiency (excess) | | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| Covered payroll | | \$ 4,811,012 | \$ 4,494,699 | \$ 4,237,818 | \$ 4,227,364 | \$ 4,040,432 | \$ 3,531,179 |
| Contributions as a percentage of covered payroll | | 1.66% | 1.66% | 1.66% | 1.66% | 1.66% | 1.26% |

Note 1: GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the County will present information for only those years for which information is

SUPPLEMENTAL INFORMATION

**UNION COUNTY, FLORIDA
COMBINING BALANCE SHEET
BOARD AND OFFICER GENERAL FUNDS
SEPTEMBER 30, 2019**

| | Board of County Commissioners | Clerk of Circuit Court | Sheriff | Tax Collector | Property Appraiser | Supervisor of Elections | Subtotals | Interfund Eliminations | Totals |
|--|-------------------------------------|------------------------------|-------------------|------------------|-----------------------|----------------------------|---------------------|---------------------------|---------------------|
| ASSETS | | | | | | | | | |
| Cash and cash equivalents | \$ 1,127,955 | \$ 101,082 | \$ 222,400 | \$ 18,660 | \$ 29,250 | \$ 3,586 | \$ 1,502,933 | \$ - | \$ 1,502,933 |
| Accounts receivable | 38,619 | 288 | - | - | 564 | 41,295 | 80,766 | - | 80,766 |
| Prepaid items | - | - | - | - | - | - | - | - | - |
| Due from other governments | 2,011,437 | 67,098 | - | - | 8,247 | - | 2,086,782 | - | 2,086,782 |
| Due from constitutional officers | 211,929 | - | - | - | - | - | 211,929 | 211,929 | - |
| Due from other funds | 890,690 | 73 | - | - | - | - | 890,763 | - | 890,763 |
| Total Assets | <u>\$ 4,280,630</u> | <u>\$ 168,541</u> | <u>\$ 222,400</u> | <u>\$ 18,660</u> | <u>\$ 38,061</u> | <u>\$ 44,881</u> | <u>\$ 4,773,173</u> | <u>\$ 211,929</u> | <u>\$ 4,561,244</u> |
| LIABILITIES AND FUND BALANCES | | | | | | | | | |
| Liabilities | | | | | | | | | |
| Accounts payable | \$ 137,254 | \$ 334 | \$ 130,398 | \$ - | \$ - | \$ 30,719 | \$ 298,705 | \$ - | \$ 298,705 |
| Accrued expenses | 9,246 | 7,415 | - | - | 14,254 | 5,542 | 36,457 | - | 36,457 |
| Due to other governments | 21,431 | 12,323 | - | - | 455 | - | 34,209 | - | 34,209 |
| Due to Board of County Commissioners | - | 69,295 | 92,002 | 18,660 | 23,352 | 8,620 | 211,929 | 211,929 | - |
| Due to other funds | 1,668,159 | - | - | - | - | - | 1,668,159 | - | 1,668,159 |
| Total liabilities | <u>1,836,090</u> | <u>89,367</u> | <u>222,400</u> | <u>18,660</u> | <u>38,061</u> | <u>44,881</u> | <u>2,249,459</u> | <u>211,929</u> | <u>2,037,530</u> |
| Fund Balances | | | | | | | | | |
| Nonspendable - prepaid items | - | - | - | - | - | - | - | - | - |
| Restricted for court operations | - | - | - | - | - | - | - | - | - |
| Assigned to: | | | | | | | | | |
| Court operations | - | 79,174 | - | - | - | - | 79,174 | - | 79,174 |
| Jail reconstruction | 80,000 | - | - | - | - | - | 80,000 | - | 80,000 |
| Health reimbursement | 88,098 | - | - | - | - | - | 88,098 | - | 88,098 |
| Subsequent year's budget | 713,084 | - | - | - | - | - | 713,084 | - | 713,084 |
| Unassigned | 1,563,358 | - | - | - | - | - | 1,563,358 | - | 1,563,358 |
| Total fund balances | <u>2,444,540</u> | <u>79,174</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>2,523,714</u> | <u>-</u> | <u>2,523,714</u> |
| Total Liabilities and Fund balances | <u>\$ 4,280,630</u> | <u>\$ 168,541</u> | <u>\$ 222,400</u> | <u>\$ 18,660</u> | <u>\$ 38,061</u> | <u>\$ 44,881</u> | <u>\$ 4,773,173</u> | <u>\$ 211,929</u> | <u>\$ 4,561,244</u> |

UNION COUNTY, FLORIDA
COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - BOARD AND OFFICER GENERAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Board of County Commissioners | Clerk of Circuit Court | Sheriff | Tax Collector | Property Appraiser | Supervisor of Elections | Subtotals | Interfund Eliminations | Totals |
|--|-------------------------------------|------------------------------|--------------------|------------------|-----------------------|----------------------------|---------------------|---------------------------|---------------------|
| Revenues | | | | | | | | | |
| Taxes | \$ 3,164,829 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 3,164,829 | \$ - | \$ 3,164,829 |
| Licenses and permits | 75,112 | - | - | - | - | - | 75,112 | - | 75,112 |
| Intergovernmental | 4,893,330 | 406,799 | - | - | 7,901 | - | 5,308,030 | - | 5,308,030 |
| Charges for services | 97,020 | 129,035 | - | 231,092 | 600 | 1,641 | 459,388 | - | 459,388 |
| Fines and forfeitures | 18,436 | 24,407 | - | - | - | - | 42,843 | - | 42,843 |
| Miscellaneous revenues | 80,181 | 4,113 | - | 472 | 45 | - | 84,811 | - | 84,811 |
| Total revenues | <u>8,328,908</u> | <u>564,354</u> | <u>-</u> | <u>231,564</u> | <u>8,546</u> | <u>1,641</u> | <u>9,135,013</u> | <u>-</u> | <u>9,135,013</u> |
| Expenditures | | | | | | | | | |
| Current: | | | | | | | | | |
| General government | 873,170 | 255,457 | 17,950 | 331,491 | 409,666 | 390,467 | 2,278,201 | - | 2,278,201 |
| Public safety | 1,662,552 | - | 2,171,024 | - | - | - | 3,833,576 | - | 3,833,576 |
| Physical environment | 289,290 | - | - | - | - | - | 289,290 | - | 289,290 |
| Economic environment | 6,733 | - | - | - | - | - | 6,733 | - | 6,733 |
| Human services | 256,010 | - | - | - | - | - | 256,010 | - | 256,010 |
| Culture and recreation | 40,729 | - | - | - | - | - | 40,729 | - | 40,729 |
| Court related | 314,251 | 518,485 | - | - | - | - | 832,736 | - | 832,736 |
| Debt service: | | | | | | | | | |
| Principal | - | - | - | - | - | - | - | - | - |
| Total expenditures | <u>3,514,670</u> | <u>773,942</u> | <u>2,188,974</u> | <u>331,491</u> | <u>409,666</u> | <u>390,467</u> | <u>7,609,210</u> | <u>-</u> | <u>7,609,210</u> |
| Excess (deficiency) of revenues over expenditures | <u>4,814,238</u> | <u>(209,588)</u> | <u>(2,188,974)</u> | <u>(99,927)</u> | <u>(401,120)</u> | <u>(388,826)</u> | <u>1,525,803</u> | <u>-</u> | <u>1,525,803</u> |
| Other financing sources (uses) | | | | | | | | | |
| Transfers in | - | - | - | - | - | - | - | - | - |
| Transfers out | (1,069,963) | - | - | - | - | - | (1,069,963) | - | (1,069,963) |
| Appropriations to constitutional officers | (3,471,306) | 249,825 | 2,280,976 | 118,587 | 424,472 | 397,446 | - | - | - |
| Reversions from constitutional officers | 211,929 | (69,295) | (92,002) | (18,660) | (23,352) | (8,620) | - | - | - |
| Total other financing sources | <u>(4,329,340)</u> | <u>180,530</u> | <u>2,188,974</u> | <u>99,927</u> | <u>401,120</u> | <u>388,826</u> | <u>(1,069,963)</u> | <u>-</u> | <u>(1,069,963)</u> |
| Net change in fund balances | <u>484,898</u> | <u>(29,058)</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>455,840</u> | <u>-</u> | <u>455,840</u> |
| Fund balances, beginning of year | <u>1,959,642</u> | <u>108,232</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>2,067,874</u> | <u>-</u> | <u>2,067,874</u> |
| Fund balances, end of year | <u>\$ 2,444,540</u> | <u>\$ 79,174</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 2,523,714</u> | <u>\$ -</u> | <u>\$ 2,523,714</u> |

**UNION COUNTY, FLORIDA
COMBINING BALANCE SHEETS
NONMAJOR GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020**

| | Sheriff Surcharge | Solid Waste And Animal Control | 911 | Emergency Management | Public Library | County Law Enforcement | Clerk Records Modernization | Sheriff Inmate Welfare | Elections Grant | Intergovernmental Shared Revenue | Totals |
|--|----------------------|--------------------------------------|-------------------|-------------------------|-------------------|------------------------------|-----------------------------------|------------------------------|--------------------|--|---------------------|
| ASSETS | | | | | | | | | | | |
| Cash and cash equivalents | \$ 47,809 | \$ 487,365 | \$ 106,298 | \$ 118,196 | \$ 108,089 | \$ 34,018 | \$ 74,120 | \$ 69,454 | \$ - | \$ - | \$ 1,045,349 |
| Accounts receivable, net | - | 2,466 | - | - | - | - | - | - | - | - | 2,466 |
| Due from other governments | - | 59,784 | 55,154 | 46,790 | - | - | 1,274 | - | - | - | 163,002 |
| Due from other funds | - | 27,548 | 210,039 | 2,575 | - | - | - | - | - | - | 240,162 |
| Total Assets | <u>\$ 47,809</u> | <u>\$ 577,163</u> | <u>\$ 371,491</u> | <u>\$ 167,561</u> | <u>\$ 108,089</u> | <u>\$ 34,018</u> | <u>\$ 75,394</u> | <u>\$ 69,454</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 1,450,979</u> |
| LIABILITIES AND FUND BALANCES | | | | | | | | | | | |
| Liabilities | | | | | | | | | | | |
| Accounts payable | \$ - | \$ 6,772 | \$ 1,546 | \$ 18,529 | \$ 146 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 26,993 |
| Accrued expenses | - | 4,492 | 1,809 | 1,579 | 2,606 | - | - | - | - | - | 10,486 |
| Due to other governments | - | 17,220 | - | - | - | - | - | - | - | - | 17,220 |
| Due to other funds | - | 1,623 | 153,817 | - | - | - | 73 | - | - | - | 155,513 |
| Unearned revenues | - | - | - | - | - | - | - | - | - | - | - |
| Total liabilities | <u>-</u> | <u>30,107</u> | <u>157,172</u> | <u>20,108</u> | <u>2,752</u> | <u>-</u> | <u>73</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>210,212</u> |
| Fund Balances | | | | | | | | | | | |
| Restricted for: | | | | | | | | | | | |
| Court operations | - | - | - | - | - | - | 75,321 | - | - | - | 75,321 |
| Law enforcement | 47,809 | - | 214,319 | - | - | 34,018 | - | - | - | - | 296,146 |
| Library | - | - | - | - | 105,337 | - | - | - | - | - | 105,337 |
| Other purposes | - | - | - | - | - | - | - | 69,454 | - | - | 69,454 |
| Assigned to: | | | | | | | | | | | |
| Solid waste and animal control | - | 547,056 | - | - | - | - | - | - | - | - | 547,056 |
| Emergency management | - | - | - | 147,453 | - | - | - | - | - | - | 147,453 |
| Total fund balances | <u>47,809</u> | <u>547,056</u> | <u>214,319</u> | <u>147,453</u> | <u>105,337</u> | <u>34,018</u> | <u>75,321</u> | <u>69,454</u> | <u>-</u> | <u>-</u> | <u>1,240,767</u> |
| Total Liabilities and Fund balances | <u>\$ 47,809</u> | <u>\$ 577,163</u> | <u>\$ 371,491</u> | <u>\$ 167,561</u> | <u>\$ 108,089</u> | <u>\$ 34,018</u> | <u>\$ 75,394</u> | <u>\$ 69,454</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 1,450,979</u> |

UNION COUNTY, FLORIDA
COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Sheriff Surcharge | Solid Waste | 911 | Emergency Management | Public Library | County Law Enforcement | Clerk Records Modernization | Sheriff Inmate Welfare | Elections Grant | Intergovernmental Shared Revenue | Total |
|--|----------------------|-------------------|-------------------|-------------------------|-------------------|------------------------------|-----------------------------------|------------------------------|--------------------|--|---------------------|
| Revenues | | | | | | | | | | | |
| Taxes | \$ - | \$ - | \$ - | \$ - | \$ 123,128 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 123,128 |
| Licenses and permits | - | 296,140 | - | - | - | - | - | - | - | - | 296,140 |
| Intergovernmental | - | 151,641 | 183,138 | 155,006 | 92,594 | - | - | - | 83,051 | 253,767 | 919,197 |
| Charges for services | - | 194,251 | - | - | - | - | 14,777 | 5,989 | - | - | 215,017 |
| Fines and forfeitures | 3,488 | - | - | - | - | 873 | - | - | - | - | 4,361 |
| Miscellaneous revenues | - | 235,399 | 134 | 697 | 17,690 | - | - | - | - | - | 253,920 |
| Total revenues | <u>3,488</u> | <u>877,431</u> | <u>183,272</u> | <u>155,703</u> | <u>233,412</u> | <u>873</u> | <u>14,777</u> | <u>5,989</u> | <u>83,051</u> | <u>253,767</u> | <u>1,811,763</u> |
| Expenditures | | | | | | | | | | | |
| Current: | | | | | | | | | | | |
| General government | - | - | - | - | - | - | - | - | 83,051 | - | 83,051 |
| Public safety | - | - | 159,314 | 191,532 | - | - | - | - | - | 253,767 | 604,613 |
| Physical environment | - | 864,760 | - | - | - | - | - | - | - | - | 864,760 |
| Economic environment | - | - | - | - | - | - | - | - | - | - | - |
| Transportation | - | - | - | - | - | - | - | - | - | - | - |
| Human services | - | - | - | - | - | - | - | - | - | - | - |
| Culture and recreation | - | - | - | - | 236,977 | - | - | - | - | - | 236,977 |
| Court related | - | - | - | - | - | - | 25,659 | - | - | - | 25,659 |
| Total expenditures | <u>-</u> | <u>864,760</u> | <u>159,314</u> | <u>191,532</u> | <u>236,977</u> | <u>-</u> | <u>25,659</u> | <u>-</u> | <u>83,051</u> | <u>253,767</u> | <u>1,815,060</u> |
| Excess (deficiency) of revenues over expenditures | <u>3,488</u> | <u>12,671</u> | <u>23,958</u> | <u>(35,829)</u> | <u>(3,565)</u> | <u>873</u> | <u>(10,882)</u> | <u>5,989</u> | <u>-</u> | <u>-</u> | <u>(3,297)</u> |
| Other financing sources (uses) | | | | | | | | | | | |
| Transfers in | - | 30,000 | 80,000 | 67,963 | - | - | - | - | - | - | 177,963 |
| Transfers out | - | - | - | - | - | - | - | - | - | - | - |
| Total other financing sources | <u>-</u> | <u>30,000</u> | <u>80,000</u> | <u>67,963</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>177,963</u> |
| Net change in fund balances | <u>3,488</u> | <u>42,671</u> | <u>103,958</u> | <u>32,134</u> | <u>(3,565)</u> | <u>873</u> | <u>(10,882)</u> | <u>5,989</u> | <u>-</u> | <u>-</u> | <u>174,666</u> |
| Fund balances, beginning of year | 44,321 | 504,385 | 110,361 | 115,319 | 108,902 | 33,145 | 86,203 | 63,465 | - | - | 1,066,101 |
| Fund balances, end of year | <u>\$ 47,809</u> | <u>\$ 547,056</u> | <u>\$ 214,319</u> | <u>\$ 147,453</u> | <u>\$ 105,337</u> | <u>\$ 34,018</u> | <u>\$ 75,321</u> | <u>\$ 69,454</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 1,240,767</u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - SHERIFF SURCHARGE
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|------------------|------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Fines and forfeitures | \$ - | \$ - | \$ 3,488 | \$ 3,488 |
| FS 129 Statutory Reduction | - | - | - | - |
| Total revenues | - | - | 3,488 | 3,488 |
| Expenditures | | | | |
| Current: | | | | |
| Public safety | - | - | - | - |
| Net change in fund balance | - | - | 3,488 | 3,488 |
| Fund balance, beginning of year | 44,321 | 44,321 | 44,321 | - |
| Fund balance, end of year | <u>\$ 44,321</u> | <u>\$ 44,321</u> | <u>\$ 47,809</u> | <u>\$ 3,488</u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - SOLID WASTE AND ANIMAL CONTROL
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|-------------------|-------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Licenses and permits | \$ 290,000 | \$ 290,000 | \$ 296,140 | \$ 6,140 |
| Intergovernmental | 90,909 | 90,909 | 151,641 | 60,732 |
| Charges for services | 210,000 | 210,000 | 194,251 | (15,749) |
| Miscellaneous revenues | 225,000 | 225,000 | 235,399 | 10,399 |
| FS 129 Statutory Reduction | (42,295) | (42,295) | - | 42,295 |
| Total revenues | <u>773,614</u> | <u>773,614</u> | <u>877,431</u> | <u>103,817</u> |
| Expenditures | | | | |
| Current: | | | | |
| Physical environment | 931,922 | 918,895 | 864,760 | 54,135 |
| Total expenditures | <u>931,922</u> | <u>918,895</u> | <u>864,760</u> | <u>54,135</u> |
| Excess (deficiency) of revenues over expenditures | <u>(158,308)</u> | <u>(145,281)</u> | <u>12,671</u> | <u>157,952</u> |
| Other financing sources (uses) | | | | |
| Contributions from joint venture | - | - | - | - |
| Transfers in | 30,000 | 30,000 | 30,000 | - |
| Transfers out | (30,000) | (43,027) | - | 43,027 |
| Total other financing sources (uses) | <u>-</u> | <u>(13,027)</u> | <u>30,000</u> | <u>43,027</u> |
| Net change in fund balance | <u>(158,308)</u> | <u>(158,308)</u> | <u>42,671</u> | <u>200,979</u> |
| Fund balance, beginning of year | 504,385 | 504,385 | 504,385 | - |
| Fund balance, end of year | <u>\$ 346,077</u> | <u>\$ 346,077</u> | <u>\$ 547,056</u> | <u>\$ 200,979</u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - 911
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|------------------|-------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Intergovernmental | \$ 287,530 | \$ 287,530 | \$ 183,138 | \$ (104,392) |
| Miscellaneous revenues | 30 | 30 | 134 | 104 |
| FS 129 Statutory Reduction | (6,128) | (6,128) | - | 6,128 |
| Total revenues | <u>281,432</u> | <u>281,432</u> | <u>183,272</u> | <u>(98,160)</u> |
| Expenditures | | | | |
| Current: | | | | |
| Public safety | 456,400 | 456,400 | 159,314 | 297,086 |
| Total expenditures | <u>456,400</u> | <u>456,400</u> | <u>159,314</u> | <u>297,086</u> |
| Excess (deficiency) of revenues over expenditures | <u>(174,968)</u> | <u>(174,968)</u> | <u>23,958</u> | <u>198,926</u> |
| Other financing sources (uses) | | | | |
| Transfers in | 80,000 | 80,000 | 80,000 | - |
| Transfers out | - | - | - | - |
| Total other financing sources (uses) | <u>80,000</u> | <u>80,000</u> | <u>80,000</u> | <u>-</u> |
| Net change in fund balance | <u>(94,968)</u> | <u>(94,968)</u> | <u>103,958</u> | <u>198,926</u> |
| Fund balance, beginning of year | 110,361 | 110,361 | 110,361 | - |
| Fund balance, end of year | <u>\$ 15,393</u> | <u>\$ 15,393</u> | <u>\$ 214,319</u> | <u>\$ 198,926</u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - EMERGENCY MANAGEMENT
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | Actual | Variance with Final Budget - Positive (Negative) |
|--|--------------------------|--------------------------|--------------------------|---|
| | Original | Final | | |
| Revenues | | | | |
| Intergovernmental | \$ 149,113 | \$ 149,113 | \$ 155,006 | \$ 5,893 |
| Expenditures | | | | |
| Current: | | | | |
| Public safety | 217,076 | 217,076 | 191,532 | 25,544 |
| Excess (deficiency) of revenues over expenditures | <u>(67,963)</u> | <u>(67,963)</u> | <u>(35,829)</u> | <u>32,134</u> |
| Other financing sources (uses) | | | | |
| Transfers in | 67,963 | 67,963 | 67,963 | - |
| Transfers out | - | - | - | - |
| Total other financing sources (uses) | <u>67,963</u> | <u>67,963</u> | <u>67,963</u> | <u>-</u> |
| Net change in fund balance | <u>-</u> | <u>-</u> | <u>32,134</u> | <u>32,134</u> |
| Fund balance, beginning of year | 115,319 | 115,319 | 115,319 | - |
| Fund balance, end of year | <u><u>\$ 115,319</u></u> | <u><u>\$ 115,319</u></u> | <u><u>\$ 147,453</u></u> | <u><u>\$ 32,134</u></u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - PUBLIC LIBRARY
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|------------------|-------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Taxes | \$ 124,368 | \$ 124,368 | \$ 123,128 | \$ (1,240) |
| Intergovernmental | 90,679 | 90,679 | 92,594 | 1,915 |
| Miscellaneous revenues | 12,000 | 12,000 | 17,690 | 5,690 |
| FS 129 Statutory Reduction | (6,818) | (6,818) | - | 6,818 |
| Total revenues | <u>220,229</u> | <u>220,229</u> | <u>233,412</u> | <u>13,183</u> |
| Expenditures | | | | |
| Current: | | | | |
| Culture and recreation | 259,423 | 259,423 | 236,977 | 22,446 |
| Net change in fund balance | <u>(39,194)</u> | <u>(39,194)</u> | <u>(3,565)</u> | <u>35,629</u> |
| Fund balance, beginning of year | 108,902 | 108,902 | 108,902 | - |
| Fund balance, end of year | <u>\$ 69,708</u> | <u>\$ 69,708</u> | <u>\$ 105,337</u> | <u>\$ 35,629</u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - COUNTY LAW ENFORCEMENT
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|------------------|------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Fines and forfeitures | \$ - | \$ - | \$ 873 | \$ 873 |
| FS 129 Statutory Reduction | - | - | - | - |
| Total revenues | - | - | 873 | 873 |
| Expenditures | | | | |
| Current: | | | | |
| Public safety | - | - | - | - |
| Net change in fund balance | - | - | 873 | 873 |
| Fund balance, beginning of year | 33,145 | 33,145 | 33,145 | - |
| Fund balance, end of year | <u>\$ 33,145</u> | <u>\$ 33,145</u> | <u>\$ 34,018</u> | <u>\$ 873</u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - CLERK RECORDS MODERNIZATION
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | Actual | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|-------------------------|-------------------------|---|
| | Original | Final | | |
| Revenues | | | | |
| Charges for services | \$ 14,500 | \$ 14,500 | \$ 14,777 | \$ 277 |
| Expenditures | | | | |
| Current: | | | | |
| Court related | 61,600 | 61,600 | 25,659 | 35,941 |
| Net change in fund balance | <u>(47,100)</u> | <u>(47,100)</u> | <u>(10,882)</u> | <u>36,218</u> |
| Fund balance, beginning of year | 86,203 | 86,203 | 86,203 | - |
| Fund balance, end of year | <u><u>\$ 39,103</u></u> | <u><u>\$ 39,103</u></u> | <u><u>\$ 75,321</u></u> | <u><u>\$ 36,218</u></u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - SHERIFF INMATE WELFARE
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|------------------|------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Charges for services | \$ - | \$ - | \$ 5,989 | \$ 5,989 |
| Expenditures | | | | |
| Current: | | | | |
| Public safety | - | - | - | - |
| Net change in fund balance | - | - | 5,989 | 5,989 |
| Fund balance, beginning of year | 63,465 | 63,465 | 63,465 | - |
| Fund balance, end of year | <u>\$ 63,465</u> | <u>\$ 63,465</u> | <u>\$ 69,454</u> | <u>\$ 5,989</u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - SHERIFF INTERGOVERNMENTAL SHARED REVENUE
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|--------------|---------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Intergovernmental | \$ 253,767 | \$ 253,767 | \$ 253,767 | \$ - |
| Expenditures | | | | |
| Current: | | | | |
| Public safety | 253,767 | 253,767 | 253,767 | - |
| Net change in fund balance | - | - | - | - |
| Fund balance, beginning of year | - | - | - | - |
| Fund balance, end of year | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

UNION COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - ELECTIONS GRANT
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|--------------------|--------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Intergovernmental | \$ 110,000 | \$ 110,000 | \$ 83,051 | \$ (26,949) |
| Expenditures | | | | |
| Current: | | | | |
| General government | 110,000 | 110,000 | 83,051 | 26,949 |
| Net change in fund balance | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Fund balance, beginning of year | - | - | - | - |
| Fund balance, end of year | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> |

UNION COUNTY, FLORIDA
COMBINING SCHEDULE OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
SEPTEMBER 30, 2020

| | Clerk of Circuit Court | Sheriff | Tax Collector | Total Agency Funds |
|---------------------------------------|---------------------------------------|------------------|--------------------------|-----------------------------------|
| ASSETS | | | | |
| Cash and equivalents | \$ 238,185 | \$ 23,007 | \$ 117,334 | \$ 378,526 |
| Receivables | 4,812 | - | - | 4,812 |
| Due from other governments | 73,288 | - | - | 73,288 |
| Total assets | <u>\$ 316,285</u> | <u>\$ 23,007</u> | <u>\$ 117,334</u> | <u>\$ 456,626</u> |
| LIABILITIES | | | | |
| Assets held for others | \$ 194,975 | \$ 23,007 | \$ 117,334 | \$ 335,316 |
| Accounts payable and accrued expenses | 1,914 | - | - | 1,914 |
| Due to other governments | 119,396 | - | - | 119,396 |
| Total liabilities | <u>\$ 316,285</u> | <u>\$ 23,007</u> | <u>\$ 117,334</u> | <u>\$ 456,626</u> |
| NET POSITION | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

UNION COUNTY, FLORIDA
COMBINING SCHEDULE OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Balance September 30, 2019 | Additions | Deletions | Balance September 30, 2020 |
|---------------------------------------|----------------------------------|---------------------|-----------------------|----------------------------------|
| <u>CLERK OF CIRCUIT COURT</u> | | | | |
| ASSETS | | | | |
| Cash and equivalents | \$ 187,436 | \$ 1,417,120 | \$ (1,366,371) | \$ 238,185 |
| Receivables | 1,205 | 4,812 | (1,205) | 4,812 |
| Due from other funds | 10 | - | (10) | - |
| Total assets | <u>\$ 188,651</u> | <u>\$ 1,421,932</u> | <u>\$ (1,367,586)</u> | <u>\$ 242,997</u> |
| LIABILITIES | | | | |
| Assets held for others | \$ 73,685 | \$ 1,417,120 | \$ (1,295,830) | \$ 194,975 |
| Accounts payable and accrued expenses | 975 | 1,914 | (975) | 1,914 |
| Due to other governments | 113,991 | 119,396 | (113,991) | 119,396 |
| Total liabilities | <u>\$ 188,651</u> | <u>\$ 1,538,430</u> | <u>\$ (1,410,796)</u> | <u>\$ 316,285</u> |
| <u>SHERIFF</u> | | | | |
| ASSETS | | | | |
| Cash and equivalents | <u>\$ 29,100</u> | <u>\$ 20,302</u> | <u>\$ (26,395)</u> | <u>\$ 23,007</u> |
| LIABILITIES | | | | |
| Assets held for others | <u>\$ 29,100</u> | <u>\$ 20,302</u> | <u>\$ (26,395)</u> | <u>\$ 23,007</u> |
| <u>TAX COLLECTOR</u> | | | | |
| ASSETS | | | | |
| Cash and equivalents | <u>\$ 118,202</u> | <u>\$ 4,327,941</u> | <u>\$ (4,328,809)</u> | <u>\$ 117,334</u> |
| LIABILITIES | | | | |
| Assets held for others | <u>\$ 118,202</u> | <u>\$ 4,327,941</u> | <u>\$ (4,328,809)</u> | <u>\$ 117,334</u> |

Statistical Section

This part of Union County, Florida's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the County's overall financial health.

| <u>Contents</u> | <u>Page</u> |
|---|--------------------|
| Financial Trends | 74 |
| These schedules contain trend information to help the reader understand how the County's financial performance and well-being have changed over time. | |
| Revenue Capacity | 78 |
| These schedules contain information to help the reader assess the factors affecting the County's local revenue sources and property taxes. | |
| Debt Capacity | 82 |
| These schedules present information to help the reader assess the affordability of the County's current levels of outstanding debt and the County's ability to issue additional debt in the future. | |
| Demographic and Economic Information | 86 |
| These schedules offer demographic and economic indicators to help the reader understand the environment within which the County's financial activities take place and help make comparisons over time and with other governments. | |
| Operating Information | 88 |
| These schedules contain information about the County's operations and resources to help the reader understand how the County's financial information relates to the services the County provides and the activities it performs. | |

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports and/or audited financial statements for the relevant year.

**SCHEDULE 1
UNION COUNTY, FLORIDA
NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)**

| | Fiscal Year Ended September 30, | | | | | | | | | |
|---|---------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
| Governmental activities | | | | | | | | | | |
| Net investment in capital assets | \$ 16,472,389 | \$ 15,736,855 | \$ 14,042,694 | \$ 14,083,692 | \$ 12,755,750 | \$ 13,523,234 | \$ 14,028,961 | \$ 14,548,803 | \$ 13,240,217 | \$ 13,154,124 |
| Restricted for: | | | | | | | | | | |
| Court Operations | 75,321 | 194,436 | 183,795 | 172,168 | 99,692 | 131,507 | 356,193 | 307,603 | 204,053 | 259,527 |
| Public Safety | 1,790,889 | 1,523,030 | 1,486,030 | 1,421,856 | 1,695,573 | 1,335,096 | 1,246,363 | 1,496,595 | 1,445,238 | 1,140,729 |
| Physical Environment | | | | | 75,024 | | | 78,998 | 56,524 | 29,223 |
| Economic Environment | | | | | 265 | 18,757 | 269 | 18,313 | 240 | 106 |
| Emergency Medical Services | | | 217,111 | 389,940 | | | | | | |
| Transportation | 576,171 | 575,539 | 506,385 | 496,453 | 438,353 | 433,414 | 409,899 | 513,063 | 95,566 | 207,975 |
| Culture and Recreation | | | | | 185,415 | 92,714 | 52,306 | 72,303 | 81,654 | 62,739 |
| Solid Waste Operations | | | 389,352 | 285,760 | | | | | | |
| Library | 105,337 | 108,902 | 105,265 | 120,030 | | | | | | |
| Other purposes | 69,454 | 63,465 | 60,411 | 54,663 | | | | | | |
| Unrestricted | (4,510,650) | (4,448,480) | (3,143,187) | (2,627,228) | (2,236,912) | (2,117,466) | 886,121 | 476,559 | 613,668 | 765,644 |
| Total governmental activities net position | \$ 14,578,911 | \$ 13,753,747 | \$ 13,847,856 | \$ 14,397,334 | \$ 13,013,160 | \$ 13,417,256 | \$ 16,980,112 | \$ 17,512,237 | \$ 15,737,160 | \$ 15,620,067 |

Source: Union County Clerk of Courts & Comptroller

Notes:

- (1) Breakdown of restricted amounts for 2010 is not available.
(2) The County implemented GASB 68 beginning with fiscal year 2015 and GASB 75 beginning with fiscal year 2019.

**SCHEDULE 2
UNION COUNTY, FLORIDA
CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(ACCRUAL BASIS OF ACCOUNTING)**

| | Fiscal Year Ended September 30, | | | | | | | | | |
|---|---------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
| Expenses | | | | | | | | | | |
| Governmental Activities: | | | | | | | | | | |
| General Government | \$ 2,099,057 | \$ 2,265,607 | \$ 1,714,061 | \$ 2,495,058 | \$ 2,297,694 | \$ 1,821,632 | \$ 1,956,378 | \$ 1,931,680 | \$ 2,026,348 | \$ 2,047,251 |
| Public Safety | 6,081,522 | 5,585,411 | 5,052,545 | 4,506,463 | 4,597,837 | 4,085,368 | 4,618,584 | 4,584,762 | 4,101,478 | 4,217,814 |
| Physical Environment | 1,266,123 | 1,428,394 | 1,324,184 | 1,004,420 | 976,727 | 966,071 | 689,828 | 974,676 | 832,595 | 1,009,189 |
| Economic Environment | 316,504 | 449,292 | 387,439 | 375,893 | 583,079 | 614,340 | 416,130 | 130,854 | 383,988 | 376,180 |
| Transportation | 1,736,557 | 1,847,495 | 1,636,348 | 1,110,257 | 2,287,600 | 1,430,543 | 1,757,493 | 1,465,375 | 1,827,603 | 1,549,219 |
| Human Services | 306,239 | 366,807 | 357,712 | 331,440 | 293,776 | 295,673 | 385,461 | 294,407 | 243,642 | 441,857 |
| Culture and Recreation | 466,684 | 398,043 | 480,984 | 350,670 | 331,225 | 315,316 | 298,346 | 288,610 | 274,029 | 248,255 |
| Court Related | 1,129,122 | 1,185,498 | 1,073,249 | 1,109,470 | 930,741 | 839,158 | 828,901 | 821,565 | 883,317 | 825,935 |
| Interest on Long-term Debt | 430 | 10,933 | 5,136 | 7,557 | 17,187 | 17,620 | 24,614 | 34,216 | 43,445 | 51,061 |
| Total Governmental Activities Expenses | \$ 13,402,238 | \$ 13,537,480 | \$ 12,031,658 | \$ 11,291,228 | \$ 12,315,866 | \$ 10,385,721 | \$ 10,975,735 | \$ 10,526,145 | \$ 10,616,445 | \$ 10,766,761 |
| Program revenues | | | | | | | | | | |
| Governmental Activities: | | | | | | | | | | |
| Charges for Services: | | | | | | | | | | |
| General Government | \$ 274,176 | \$ 275,487 | \$ 279,601 | \$ 237,702 | \$ 220,660 | \$ 368,716 | \$ 523,611 | \$ 238,282 | \$ 370,061 | \$ 258,583 |
| Public Safety | 856,787 | 898,168 | 864,237 | 922,200 | 1,306,130 | 868,327 | 819,759 | 1,068,009 | 1,061,894 | 735,475 |
| Physical Environment | 707,037 | 741,581 | 860,681 | 526,113 | 523,645 | 183,136 | 171,540 | 118,385 | 118,854 | 124,087 |
| Transportation | - | - | - | - | - | 290 | 5,319 | 95,870 | 152,444 | 143,812 |
| Culture and Recreation | - | - | - | - | 1,960 | - | - | 2,690 | - | - |
| Court-related | 304,400 | 223,424 | 224,464 | 177,093 | 193,317 | 93,738 | 14,044 | 112,037 | 12,901 | 86,806 |
| Operating Contributions - Gas Taxes | 902,928 | 974,781 | 996,848 | 954,797 | 880,986 | 856,492 | 818,347 | 835,208 | 805,228 | 819,843 |
| Other Operating Contributions & Grants | 3,783,185 | 1,942,843 | 1,480,051 | 1,190,122 | 1,715,138 | 1,598,325 | 1,735,527 | 717,172 | 994,424 | 1,224,022 |
| Capital Grants and Contributions | 1,189,390 | 2,492,910 | 638,747 | 1,077,489 | 852,619 | 246,086 | - | 1,974,604 | 494,220 | 847,675 |
| Total Governmental Activities Program Revenues | 8,017,903 | 7,549,194 | 5,344,629 | 5,085,516 | 5,694,455 | 4,215,110 | 4,088,147 | 5,162,257 | 4,010,026 | 4,240,303 |
| Governmental activities | \$ (5,384,335) | \$ (5,988,286) | \$ (6,687,029) | \$ (6,205,712) | \$ (6,621,411) | \$ (6,170,611) | \$ (6,887,588) | \$ (5,363,888) | \$ (6,606,419) | \$ (6,526,458) |
| Total Net Revenue (Expense) | \$ (5,384,335) | \$ (5,988,286) | \$ (6,687,029) | \$ (6,205,712) | \$ (6,621,411) | \$ (6,170,611) | \$ (6,887,588) | \$ (5,363,888) | \$ (6,606,419) | \$ (6,526,458) |
| General Revenues and Other Changes in Net Position | | | | | | | | | | |
| Governmental Activities: | | | | | | | | | | |
| Property Taxes | \$ 2,562,211 | \$ 2,362,893 | \$ 2,268,076 | \$ 2,260,588 | \$ 2,229,499 | \$ 2,255,997 | \$ 2,174,315 | \$ 2,137,625 | \$ 2,202,427 | \$ 2,275,749 |
| Sales Taxes (Local Option) | 680,022 | 640,740 | 635,359 | 617,888 | 554,818 | 542,031 | 486,695 | 479,217 | 441,820 | 428,662 |
| Telecommunication Taxes | 45,724 | 40,817 | 57,974 | 58,877 | 58,731 | 64,612 | 64,862 | 63,791 | 65,050 | 58,183 |
| Intergovernmental Revenues (Not Restricted) | 2,777,467 | 2,784,390 | 3,085,974 | 3,230,060 | 2,616,953 | 3,014,431 | 2,827,973 | 3,293,164 | 3,170,745 | 2,909,469 |
| Licenses and Permits | - | - | - | 573,847 | 574,814 | 527,404 | 534,582 | 528,450 | 531,098 | 540,779 |
| Fines and Forfeitures | - | - | - | 20,865 | 37,845 | 83,444 | 107,660 | 85,911 | 59,884 | 63,057 |
| Investment Earnings | - | - | - | - | - | - | - | - | - | 1,230 |
| Miscellaneous | 144,075 | 155,957 | 90,168 | 136,389 | 134,655 | 52,548 | 159,373 | 550,807 | 252,488 | 172,917 |
| Total Governmental Activities | \$ 6,209,499 | \$ 5,984,797 | \$ 6,137,551 | \$ 6,898,514 | \$ 6,207,315 | \$ 6,540,467 | \$ 6,355,460 | \$ 7,138,965 | \$ 6,723,512 | \$ 6,450,046 |
| Total Change in Net Position | \$ 825,164 | \$ (3,489) | \$ (549,478) | \$ 692,802 | \$ (414,096) | \$ 369,856 | \$ (532,128) | \$ 1,775,077 | \$ 117,093 | \$ (76,412) |

Source: Union County Clerk of Courts & Comptroller

SCHEDULE 3
UNION COUNTY, FLORIDA
FUND BALANCES - GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

| | Fiscal Year Ended September 30, | | | | | | | | | |
|---------------------------------------|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
| General fund | | | | | | | | | | |
| Restricted for: | | | | | | | | | | |
| Court Operation | \$ 79,174 | \$ 108,233 | \$ 97,668 | \$ 97,694 | \$ 99,692 | \$ 88,128 | \$ 307,099 | \$ 279,245 | \$ 207,929 | \$ - |
| Emergency Medical Services | - | - | - | - | - | - | - | - | - | - |
| Law Enforcement | - | - | - | - | - | - | - | - | - | - |
| Transportation | - | - | - | - | - | - | - | - | - | - |
| Solid Waste Operations | - | - | - | - | - | - | - | - | - | - |
| Library | - | - | - | - | - | - | - | - | - | - |
| Other purposes | - | - | - | - | - | - | - | - | - | 200,743 |
| Undesignated | - | - | - | - | - | - | - | - | - | - |
| Nonspendable: Prepaid Items | - | 98,460 | | | | | | | | |
| Assigned to: | | | | | | | | | | |
| Emergency Management | | | - | | | | | | | |
| Healthcare reimbursement | 88,098 | 52,510 | | | | | | | | |
| Jail Construction | 80,000 | 60,000 | 30,000 | - | - | - | - | - | - | - |
| Other Assigned Funds | - | - | - | - | - | - | 156,308 | 86,000 | - | - |
| Subsequent year's budget | 713,084 | 878,985 | - | - | - | - | - | - | - | - |
| Unassigned | 1,563,358 | 869,686 | 2,348,916 | 2,271,150 | 2,045,924 | 1,839,960 | 997,659 | 595,775 | 869,074 | 1,165,101 |
| Total general fund | \$ 2,523,714 | \$ 2,067,874 | \$ 2,476,584 | \$ 2,368,844 | \$ 2,145,616 | \$ 1,928,088 | \$ 1,461,066 | \$ 961,020 | \$ 1,077,003 | \$ 1,365,844 |
| Other Governmental Funds | | | | | | | | | | |
| Restricted for: | | | | | | | | | | |
| Court Operations | \$ 75,321 | \$ 86,203 | \$ 86,127 | \$ 74,474 | \$ 78,872 | \$ 81,247 | \$ 93,230 | \$ 73,120 | \$ 58,204 | \$ 58,434 |
| Law Enforcement | 1,790,889 | 1,523,030 | 1,486,030 | 1,421,856 | 1,372,444 | 1,312,613 | 1,259,935 | 1,237,740 | 1,128,973 | 999,670 |
| Transportation | 576,171 | 575,539 | 506,385 | 496,453 | 438,353 | 480,854 | 458,940 | 564,245 | 146,973 | 261,605 |
| Library | 105,337 | 108,902 | 105,265 | 120,030 | 106,543 | 122,803 | 90,279 | 99,661 | 104,272 | 85,606 |
| Other purposes | 69,454 | 63,465 | 60,411 | 54,663 | 287,818 | 91,571 | 67,989 | 107,733 | 151,515 | 56,803 |
| Nonspendable: | | | | | | | | | | |
| Transportation | | | | | | | | 9,468 | 13,263 | 5,620 |
| Assigned to: | | | | | | | | | | |
| Emergency Management | 147,453 | 115,319 | 88,625 | 77,645 | 36,386 | 66,005 | 53,300 | 70,896 | 92,555 | 163,548 |
| Emergency Medical Services | 949,855 | 192,815 | 217,111 | 389,940 | 270,353 | 42,719 | | 305,908 | 378,543 | 139,474 |
| Solid Waste Operations | 547,056 | 504,385 | 389,352 | 285,760 | | | | | | 59,369 |
| Landfill Closure | - | | | 40,764 | | | | 278,392 | | 103,784 |
| Unclassified Assigned Funds | - | | | | | | | | | |
| Unassigned | | | | | | (80,436) | (86,189) | | | |
| Total other governmental funds | \$ 4,261,536 | \$ 3,169,658 | \$ 2,939,306 | \$ 2,961,585 | \$ 2,590,769 | \$ 2,117,376 | \$ 1,937,484 | \$ 2,747,163 | \$ 2,074,298 | \$ 1,933,913 |

Source: Union County Clerk of Courts & Comptroller

SCHEDULE 4
UNION COUNTY, FLORIDA
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(MODIFIED ACCRUAL BASIS OF ACCOUNTING)

| | Fiscal Year Ended September 30, | | | | | | | | | |
|--|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
| Revenues | | | | | | | | | | |
| Taxes | \$ 4,190,530 | \$ 4,018,627 | \$ 3,957,634 | \$ 3,891,770 | \$ 3,724,034 | \$ 3,719,132 | \$ 3,544,222 | \$ 3,515,841 | \$ 3,514,525 | \$ 3,582,437 |
| Licenses and permits | 573,211 | 556,983 | 562,136 | 551,019 | 545,192 | 527,404 | 534,582 | 528,450 | 531,098 | 540,779 |
| Intergovernmental revenue | 7,722,917 | 7,176,365 | 5,129,158 | 5,475,720 | 5,046,914 | 4,528,842 | 4,158,770 | 5,654,940 | 4,334,389 | 4,614,775 |
| Charges for services | 1,178,268 | 1,309,505 | 1,244,543 | 1,549,400 | 2,105,012 | 1,514,207 | 1,534,273 | 1,635,273 | 1,716,154 | 1,348,763 |
| Fines and forfeitures | 180,451 | 64,461 | 116,526 | 68,063 | 44,669 | 83,444 | 107,660 | 85,911 | 59,884 | 63,057 |
| Miscellaneous revenues | 394,625 | 220,650 | 159,987 | 239,357 | 105,974 | 78,956 | 162,934 | 569,517 | 340,946 | 191,835 |
| Total revenues | 14,240,002 | 13,346,591 | 11,169,984 | 11,775,329 | 11,571,795 | 10,451,985 | 10,042,441 | 11,989,932 | 10,496,996 | 10,341,646 |
| Expenditures | | | | | | | | | | |
| General government | 2,361,252 | 2,390,777 | 2,179,188 | 2,198,511 | 1,948,580 | 1,918,931 | 1,881,919 | 1,883,470 | 1,926,957 | 2,148,250 |
| Public safety | 5,342,890 | 4,920,503 | 4,718,629 | 4,586,676 | 4,610,490 | 4,056,674 | 4,557,120 | 4,254,644 | 4,258,036 | 4,737,980 |
| Physical environment | 1,154,050 | 1,213,890 | 1,165,620 | 959,704 | 1,036,532 | 1,009,917 | 1,028,308 | 999,060 | 1,140,940 | 1,095,437 |
| Economic environment | 329,104 | 421,190 | 369,525 | 370,045 | 583,080 | 614,340 | 416,130 | 130,854 | 383,988 | 376,180 |
| Transportation | 2,132,532 | 3,127,875 | 1,648,087 | 1,953,191 | 2,145,320 | 1,063,759 | 1,176,455 | 3,163,316 | 1,682,022 | 1,138,871 |
| Human services | 256,010 | 290,759 | 302,214 | 293,125 | 283,899 | 285,797 | 364,941 | 283,352 | 367,782 | 431,320 |
| Culture and recreation | 277,706 | 297,088 | 394,546 | 322,055 | 32,574 | 353,129 | 258,032 | 262,370 | 230,225 | 215,977 |
| Court-related | 858,395 | 786,899 | 738,893 | 863,476 | 710,261 | 751,883 | 728,950 | 722,534 | 812,380 | 736,884 |
| Debt service: | | | | | | | | | | |
| Principal | 116,681 | 228,569 | 157,868 | 131,827 | 160,138 | 131,959 | 272,963 | 276,381 | 494,118 | 348,178 |
| Interest | 6,113 | 17,130 | 16,974 | 18,681 | 17,187 | 17,620 | 24,614 | 34,216 | 43,445 | 51,061 |
| Total expenditures | 12,834,733 | 13,694,680 | 11,691,544 | 11,697,291 | 11,528,061 | 10,204,009 | 10,709,432 | 12,010,197 | 11,339,893 | 11,280,138 |
| Excess of revenues over/(under) expenditures | 1,405,269 | (348,089) | (521,560) | 78,038 | 43,734 | 247,976 | (666,991) | (20,265) | (842,897) | (938,492) |
| Other financing sources (uses) | | | | | | | | | | |
| Contributions from joint venture | | 200,000 | 330,001 | 330,000 | 330,000 | 330,000 | 430,000 | 330,000 | 325,000 | 366,391 |
| Article V Reversion | | (30,269) | (20,014) | | | | | | | |
| Transfers in | 2,350,443 | 1,096,206 | 836,988 | 758,582 | 1,355,324 | 736,600 | 1,185,580 | 1,121,937 | 981,780 | 1,153,209 |
| Transfers out | (2,350,443) | (1,096,206) | (836,988) | (758,582) | (1,355,324) | (736,600) | (1,185,580) | (1,121,937) | (981,780) | (1,153,209) |
| Transfers Out to Others | | | | | (628) | (168) | (47,372) | (154) | (9,675) | (224) |
| Loan and capital lease proceeds | 142,449 | | 297,034 | 186,006 | 307,841 | | | 247,301 | 379,116 | 260,000 |
| Sale of Capital Assets | | | | | 9,974 | 43,836 | | | | |
| Total other financing sources (uses) | 142,449 | 169,731 | 607,021 | 516,006 | 647,187 | 373,668 | 382,628 | 577,147 | 694,441 | 626,167 |
| Net change in fund balances | 1,547,718 | (178,358) | 85,461 | 594,044 | 690,921 | 621,644 | (284,363) | 556,882 | (148,456) | (312,325) |
| Beginning Fund Balance | 5,237,532 | 5,415,890 | 5,330,429 | 4,736,385 | 4,045,464 | 3,423,820 | 3,708,183 | 3,151,301 | 3,299,757 | 3,612,082 |
| Ending Fund Balance | \$ 6,785,250 | \$ 5,237,532 | \$ 5,415,890 | \$ 5,330,429 | \$ 4,736,385 | \$ 4,045,464 | \$ 3,423,820 | \$ 3,708,183 | \$ 3,151,301 | \$ 3,299,757 |
| Total Capital Outlay | 2,233,711 | 2,850,062 | 1,400,247 | 2,114,962 | 647,642 | 687,085 | 626,896 | 2,442,089 | 1,328,957 | 1,286,979 |
| Ratio of debt service expenditures to noncapital expenditures | 1.17% | 2.32% | 1.73% | 1.60% | 1.66% | 1.60% | 3.04% | 3.36% | 5.67% | 4.16% |

Source: Union County Clerk of Courts & Comptroller

**SCHEDULE 5
UNION COUNTY, FLORIDA
ASSESSED VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**

| Fiscal Year | Real Property | | | Personal Property | Total | Direct Tax Rate |
|------------------------|----------------------|-----------------------------------|---------------------|------------------------------|----------------|----------------------------|
| | Residential | Commercial & Other | Agricultural | | | |
| 2020 | \$ 233,586,362 | \$ 156,155,170 | \$ 41,098,989 | \$ 61,613,164 | \$ 492,453,685 | 10.50000 |
| 2019 | \$ 225,337,195 | \$ 151,040,473 | \$ 41,070,547 | \$ 52,922,642 | \$ 470,370,857 | 10.50000 |
| 2018 | 217,902,292 | 150,315,700 | 41,100,845 | 52,373,128 | 461,691,965 | 10.50000 |
| 2017 | 214,528,486 | 150,084,065 | 41,319,175 | 52,365,611 | 458,297,337 | 10.50000 |
| 2016 | 212,953,107 | 149,977,795 | 38,870,127 | 50,633,315 | 452,434,344 | 10.50000 |
| 2015 | 212,125,068 | 147,571,853 | 38,608,507 | 55,236,415 | 453,541,843 | 10.50000 |
| 2014 | 212,798,861 | 146,103,037 | 35,638,788 | 51,884,126 | 446,424,812 | 10.50000 |
| 2013 | 210,396,331 | 147,924,315 | 35,651,085 | 49,904,760 | 443,876,491 | 10.50000 |
| 2012 | 210,205,756 | 146,087,738 | 34,525,811 | 52,460,371 | 443,279,676 | 10.50000 |
| 2011 | 213,456,937 | 146,592,648 | 33,940,752 | 56,337,455 | 450,327,792 | 10.50000 |

Source: Union County Property Appraiser

SCHEDULE 6
UNION COUNTY, FLORIDA
DIRECT AND OVERLAPPING PROPERTY TAX RATES
LAST TEN FISCAL YEARS
(PER \$1,000 ASSESSED VALUATION)

| | Fiscal Year Taxes Are Payable | | | | | | | | | |
|--|-------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
| County: | | | | | | | | | | |
| General Fund | 10.0000 | 10.0000 | 10.0000 | 10.0000 | 10.0000 | 10.0000 | 10.0000 | 10.0000 | 10.0000 | 10.0000 |
| Library Fund | 0.5000 | 0.5000 | 0.5000 | 0.5000 | 0.5000 | 0.5000 | 0.5000 | 0.5000 | 0.5000 | 0.5000 |
| Total County Direct | 10.5000 | 10.5000 | 10.5000 | 10.5000 | 10.5000 | 10.5000 | 10.5000 | 10.5000 | 10.5000 | 10.5000 |
| Other County-wide: | | | | | | | | | | |
| School Board | 6.1440 | 6.1440 | 6.3710 | 6.6310 | 6.8800 | 7.1800 | 7.3690 | 7.5950 | 8.0340 | 8.0450 |
| Suwannee River Water Management District | 0.3840 | 0.3840 | 0.3948 | 0.4027 | 0.4093 | 0.4104 | 0.4141 | 0.4143 | 0.4143 | 0.4143 |
| Total County-wide | 17.0280 | 17.0280 | 17.2658 | 17.5337 | 17.7893 | 18.0904 | 18.2831 | 18.5093 | 18.9483 | 18.9593 |
| Municipalities: | | | | | | | | | | |
| City of Lake Butler | 2.7500 | 2.7500 | 2.7500 | 2.7500 | 2.3547 | 2.3302 | 2.2547 | 2.2599 | 2.2599 | 2.2599 |
| Town of Worthington Springs | 1.4000 | 1.4000 | 1.4839 | 1.4925 | 1.5853 | 1.6324 | 1.6000 | 1.6000 | 1.6622 | 1.6708 |

Source: Union County Property Appraiser

**SCHEDULE 7
UNION COUNTY, FLORIDA
PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO**

| Taxpayer | Type of Business | Fiscal Year Ended September 30, 2020 | |
|-------------------------------------|------------------|--------------------------------------|--------------------------------|
| | | 2019 Taxable Value | Percent of Total Taxable Value |
| Weyerhaeuser | Agriculture | \$ 12,954,762 | 2.63 |
| Clay Electric Cooperative, Inc. | Utility | 11,141,738 | 2.26 |
| Florida Power and Light Co. | Utility | 11,021,683 | 2.24 |
| West Frasier | Industrial | 6,362,716 | 1.29 |
| Windstream | Utility | 2,508,573 | 0.51 |
| Lake Butler, LLC | Industrial | 2,038,107 | 0.41 |
| CVS | Retail Sales | 2,035,384 | 0.41 |
| RSD | Construction | 1,339,151 | 0.27 |
| Florida Gas Transmission | Utility | 1,148,544 | 0.23 |
| Farland Realty | Housing | 1,095,000 | 0.22 |
| Subtotal Principal Taxpayers | | 51,645,658 | 10.47 |
| All Other Taxpayers | | 440,808,027 | 89.53 |
| Total | | \$ 492,453,685 | 100.00 |

| Taxpayer | Type of Business | Fiscal Year Ended September 30, 2011 | |
|-------------------------------------|------------------|--------------------------------------|--------------------------------|
| | | 2010 Taxable Value | Percent of Total Taxable Value |
| Plum Creek Timberlands, LP | Agriculture | \$ 9,845,860 | 2.19 |
| Clay Electric Cooperative, Inc. | Utility | 7,798,945 | 1.73 |
| Gilman Building Products | Industrial | 4,784,258 | 1.06 |
| Windstream | Utility | 3,893,760 | 0.86 |
| Florida Power and Light Co. | Utility | 3,324,021 | 0.74 |
| Lake Butler, LLC | Industrial | 2,698,751 | 0.60 |
| CVS | Retail Sales | 2,456,121 | 0.55 |
| Medlink Management | Healthcare | 2,314,079 | 0.51 |
| Florida Gas Transmission | Utility | 1,713,005 | 0.38 |
| US Medical Group | Healthcare | 1,677,863 | 0.37 |
| Subtotal Principal Taxpayers | | 40,506,663 | 8.99 |
| All Other Taxpayers | | 409,821,129 | 91.01 |
| Total | | \$ 450,327,792 | 100.00 |

Source: Union County Property Appraiser

**SCHEDULE 8
UNION COUNTY, FLORIDA
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS**

| Fiscal Year | Total Tax Levy | Collected in Fiscal Year | |
|--------------------|-----------------------|---------------------------------|------------------------|
| | | Total Collections | Percent of Levy |
| 2020 | \$ 2,647,497 | \$ 2,417,663 | 91.32 |
| 2019 | 2,447,715 | 2,362,893 | 96.53 |
| 2018 | 2,292,419 | 2,268,076 | 98.94 |
| 2017 | 2,357,726 | 2,260,588 | 95.88 |
| 2016 | 2,321,069 | 2,229,499 | 96.05 |
| 2015 | 2,318,749 | 2,255,997 | 97.29 |
| 2014 | 2,292,574 | 2,174,315 | 94.84 |
| 2013 | 2,294,406 | 2,137,625 | 93.17 |
| 2012 | 2,301,898 | 2,201,262 | 95.63 |
| 2011 | 2,395,425 | 2,275,750 | 95.00 |

Sources:

Total Tax Collections: Union County Tax Collector

Notes:

- (1) Taxes may be paid at a discount that starts at four percent on November 1, and declines by one percent per month until the discount period ends on the last day of February.
- (2) Information above pertains to the following County Taxing Authorities:
 Union County General Fund
 Union County Special Library District
 Union County Health Department
- (3) The County entered into an agreement with the Lake Butler Community Redevelopment Agency, resulting in 50% of the funds taxed the the CRA being remitted back to the County, beginning Fiscal Year ended September 30, 2016. The amount of revenue redirected to the County as a result of this agreement was approximately \$20,739 in that year.
- (4) The Union County Tax Collector reports that all Tax Certificates are sold every year in the County, with the exception of tax amounts due that are less than \$250. These unsold certificates total an immaterial amount, and are not documented by the Tax Collector.

**SCHEDULE 9
UNION COUNTY, FLORIDA
RATIO OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS**

| Fiscal Year | <u>Governmental Activities</u> | | Total Primary Government | Percentage of Personal Income | Per Capita (1) |
|------------------------|---------------------------------------|-----------------------|-------------------------------------|--|---------------------------|
| | Notes Payable | Capital Leases | | | |
| 2020 | \$ - | \$ 496,384 | \$ 496,384 | 14.52% | \$ 47.56 |
| 2019 | 41,487 | 429,129 | 470,616 | 14.17% | 45.88 |
| 2018 | 213,794 | 485,391 | 699,185 | 21.78% | 68.17 |
| 2017 | 299,651 | 404,841 | 704,492 | 23.31% | 66.37 |
| 2016 | 342,911 | 317,870 | 660,781 | 22.02% | 63.35 |
| 2015 | 132,806 | 342,846 | 475,652 | 16.66% | 44.56 |
| 2014 | 241,006 | 368,001 | 609,007 | 21.92% | 58.60 |
| 2013 | 479,427 | 402,543 | 881,970 | 32.24% | 84.09 |
| 2012 | 672,700 | 238,350 | 911,050 | 33.22% | 87.04 |
| 2011 | 774,042 | 254,048 | 1,028,090 | 38.40% | 94.10 |

Source: Union County Clerk of Circuit Court & Comptroller, Finance Department

(1) Note: Per capita debt reported on resident population, excluding DOC inmates.

**SCHEDULE 10
UNION COUNTY, FLORIDA
RATIOS OF NET GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS**

Union County has no bonded debt.

Source: Union County Clerk of Circuit Court & Comptroller, Finance Department

**SCHEDULE 11
UNION COUNTY, FLORIDA
LEGAL DEBT MARGIN**

The Constitution of the State of Florida,
Florida Statute 200.181, set no legal debt margin.
Additionally, Union County has no bonded debt.

Source: Union County Clerk of Circuit Court & Comptroller, Finance Department

SCHEDULE 12
UNION COUNTY, FLORIDA
PLEDGED REVENUE COVERAGES

Union County has no bonded debt.

Source: Union County Clerk of Circuit Court & Comptroller, Finance Department

**SCHEDULE 13
UNION COUNTY, FLORIDA
DEMOGRAPHIC STATISTICS
LAST TEN FISCAL YEARS**

| Fiscal Year | Population (1) | Fl Dept of Corrections Inmate Population (5) | Residents | Per Capita Income (1) | Per Capita Income excluding inmate population (1) | Personal Income (in thousands) (1) | Median Age (2) | School Enrollment (3) | Unemployment Rate (percent) (4) |
|--------------------|-----------------------|---|------------------|------------------------------|--|---|-----------------------|------------------------------|--|
| 2020 | 15,410 | 4,972 | 10,438 | \$ 22,188 | \$ 32,757 | \$ 341,919 | 39.3 | 2,288 | 6.7 |
| 2019 | 14,940 | 4,682 | 10,258 | 22,227 | 32,371 | 332,065 | 39.5 | 2,272 | 3.0 |
| 2018 | 15,469 | 5,212 | 10,257 | 20,756 | 31,304 | 321,082 | 39.8 | 2,260 | 3.3 |
| 2017 | 15,252 | 4,637 | 10,615 | 19,815 | 28,471 | 302,215 | 46.7 | 2,292 | 3.8 |
| 2016 | 15,274 | 4,843 | 10,431 | 19,647 | 28,769 | 300,094 | 40.3 | 2,235 | 4.3 |
| 2015 | 15,260 | 4,586 | 10,674 | 18,710 | 26,748 | 285,511 | 40.0 | 2,282 | 4.9 |
| 2014 | 15,162 | 4,769 | 10,393 | 18,327 | 26,737 | 277,879 | 39.2 | 2,275 | 6.0 |
| 2013 | 15,258 | 4,769 | 10,489 | 17,928 | 26,079 | 273,547 | 39.8 | 2,213 | 6.3 |
| 2012 | 15,299 | 4,832 | 10,467 | 17,926 | 26,201 | 274,250 | 40.0 | 2,199 | 7.2 |
| 2011 | 15,544 | 4,619 | 10,925 | 17,224 | 24,506 | 267,726 | 38.0 | 2,204 | 8.2 |

Sources:

- (1) Bureau of Economic Analysis, data reported one year behind
- (2) United States Census Bureau, data reported one year behind
- (3) Union County School District Finance Department
- (4) Florida Department of Economic Opportunity
- (5) Union County Budget Documents

**SCHEDULE 14
UNION COUNTY, FLORIDA
PRINCIPAL EMPLOYERS
CURRENT YEAR**

Fiscal Year Ended September 30, 2020

| Taxpayer | Number of Employees | Percent of Total Employment |
|----------------------------------|----------------------------|--|
| Department of Corrections - RMC | 833 | 21.12 |
| Department of Corrections - UCI | 589 | 14.93 |
| Centurion - RMC | 350 | 8.87 |
| Union County School Board | 347 | 8.80 |
| Pritchett Trucking | 310 | 7.86 |
| West Frasier | 140 | 3.55 |
| Union County Government | 123 | 3.12 |
| Centurion - UCI | 66 | 1.67 |
| Lake Butler Hospital | 65 | 1.65 |
| PRIDE Enterprises | 52 | 1.32 |
| Total Principal Employers | 2,875 | 72.90 |
| Estimated Total Workforce | 3,944 | |

Sources:

*Surveys by Union County Clerk of Courts & Comptroller
City of Lake Butler Budget
Florida Department of Economic Opportunity
North Florida Economic Development Partnership*

Note:

Information regarding principal employers was not available prior to 2019.

SCHEDULE 15
UNION COUNTY, FLORIDA
FULL-TIME EQUIVALENT COUNTY GOVERNMENT EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS

| | As of September 30, | | | | | | | | | |
|--|---------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
| Board of County Commissioners | | | | | | | | | | |
| Commissioners | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Courthouse Maintenance | 2.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| General Administration | 3.00 | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Building Department | 1.50 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 2.00 | 2.00 |
| Emergency Management | 3.00 | 2.00 | 2.00 | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 3.00 |
| Emergency Medical Services | 14.00 | 14.00 | 14.00 | 16.00 | 14.00 | 14.00 | 14.00 | 16.00 | 17.00 | 14.00 |
| 911 Call Center | 11.00 | 10.00 | 9.00 | 9.00 | 8.00 | 9.00 | 8.00 | 8.00 | 8.00 | 8.00 |
| Solid Waste | 12.25 | 11.50 | 11.50 | 11.50 | 11.50 | 12.50 | 12.50 | 11.50 | 11.50 | 11.50 |
| Agriculture Extension Office | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 | 2.40 |
| Road Department | 14.50 | 13.50 | 12.50 | 12.50 | 12.50 | 12.50 | 12.50 | 12.50 | 12.50 | 12.50 |
| Library | 4.75 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Total Board of County Commissioners | 73.40 | 68.40 | 65.40 | 68.40 | 64.40 | 66.40 | 64.40 | 65.40 | 67.40 | 65.40 |
| Constitutional Offices | | | | | | | | | | |
| Clerk of Courts & Comptroller | 10.75 | 11.00 | 11.00 | 11.00 | 11.00 | 11.70 | 12.00 | 12.00 | 14.00 | 14.00 |
| Property Appraiser | 4.50 | 4.50 | 4.50 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Sheriff | 26.50 | 26.50 | 26.50 | 26.50 | 24.00 | 24.00 | 24.00 | 24.00 | 24.00 | 24.00 |
| Supervisor of Elections | 3.40 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Tax Collector | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 5.00 | 5.00 |
| Total County Full-Time Equivalent Employees | 122.55 | 117.40 | 114.40 | 117.90 | 111.40 | 114.10 | 112.40 | 113.40 | 118.40 | 116.40 |

Source: Union County Payroll Records & various constitutional offices

SCHEDULE 16
UNION COUNTY, FLORIDA
OPERATING INDICATOR BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

| | As of September 30, | | | | | | | | | |
|--|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
| General government | | | | | | | | | | |
| Number of elections conducted | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Number of invoices/vouchers processed | 4,686 | 4,750 | 4,727 | 4,726 | 4,973 | 5,202 | 4,985 | 5,225 | 5,575 | 5,862 |
| Number of building permits issued | 80 | 48 | 82 | 36 | 40 | 52 | 34 | N/A | N/A | N/A |
| Public Safety | | | | | | | | | | |
| Number of E-911 calls received in Dispatch | 6,000 | 6,000 | 6,000 | 7,200 | 5,700 | 5,800 | 7,200 | 6,250 | 7,000 | 7,000 |
| Number of Calls for Fire Services* | 431 | 359 | 339 | 330 | 304 | 229 | 253 | 255 | 277 | 313 |
| Number of emergency medical services transports | 1,136 | 1,195 | 1,232 | 1,797 | 1,558 | 1,442 | N/A | N/A | N/A | N/A |
| Number of deaths investigated by Medical Examiner | 15 | 10 | 8 | 6 | 11 | 7 | 9 | 14 | 11 | 9 |
| Human Services | | | | | | | | | | |
| Number of clients receiving general fund assistance | 2 | 3 | 2 | 1 | 1 | N/A | N/A | N/A | N/A | N/A |
| Number of dogs and cats picked up by Animal Control | 366 | 187 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| Cultural & Recreational | | | | | | | | | | |
| Total library circulation | 28,373 | 36,949 | 38,141 | 47,682 | 43,901 | 45,944 | 52,533 | 59,352 | 59,037 | 60,505 |
| Number of library users of electronic resources | 32,442 | 5,234 | 6,131 | 8,523 | 8,636 | 10,129 | 12,797 | 10,446 | 11,298 | 12,204 |
| Number of events at the Library (Youth, Teen, Adult) | 158 | 177 | 168 | 131 | 132 | 131 | 127 | 110 | 106 | 193 |
| Library Attendees | 60,379 | 52,921 | 55,633 | 60,640 | 60,416 | 65,566 | 72,583 | 74,151 | 74,416 | 81,115 |
| Refuse disposal | | | | | | | | | | |
| Tons of solid waste processed | 6,291 | 9,044 | 9,577 | 8,836 | 13,600 | 4,371 | 8,545 | 9,747 | 7,367 | 9,684 |
| Number of unincorporated residential units served | 4,232 | 4,183 | 4,133 | 4,108 | 4,062 | 4,045 | 4,041 | 4,087 | 4,072 | 4,075 |

Sources:

Various County Departments

Union County Supervisor of Elections

Union County Property Appraiser

Union County Clerk of Courts & Comptroller, Finance Department

*NOTE: Previous years reporting of Fire Service calls were calculated using an outdated software and were restated in 2020.

SCHEDULE 17
UNION COUNTY, FLORIDA
CAPITAL ASSET STATISTICS BY FUNCTIONAL DEPARTMENT
LAST TEN FISCAL YEARS

| | As of September 30, | | | | | | | | | |
|---|---------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 | 2014 | 2013 | 2012 | 2011 |
| General government | | | | | | | | | | |
| Number of Administrative/Office Facilities | 11 | 10 | 10 | 10 | 10 | 11 | 10 | 10 | 9 | 9 |
| Number of Storage Facilities | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Square Footage of Facilities | 65,064 | 65,064 | 65,064 | 65,064 | 65,064 | 65,504 | 63,104 | 63,104 | 60,704 | 60,704 |
| Acreage of Properties | 21886.00 | 21.89 | 21.89 | 21.89 | 21.89 | 22.89 | 20.43 | 20.43 | 16.23 | 16.23 |
| Number of Light-duty Vehicles | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Number of Medium and Heavy-Duty Vehicles | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 |
| Public safety | | | | | | | | | | |
| Volunteer Fire Department | | | | | | | | | | |
| Number of Pumper Trucks | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 | 5 |
| Number of Fire Stations | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 3 | 3 | 3 |
| Total Square footage of Fire Stations | 2400 | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 | N/A | N/A | N/A | N/A |
| Acreage of Fire Station Properties | 2 | 2.46 | 2.46 | 2.46 | 2.46 | 2.46 | N/A | N/A | N/A | N/A |
| Emergency Medical Services | | | | | | | | | | |
| Number of Ambulances | 4 | 5 | 5 | 5 | 5 | 5 | 4 | 4 | 4 | 4 |
| Number of Command Posts | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Deuce Military Humvee | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Sheriff's Office | | | | | | | | | | |
| Number of sheriff vehicles | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 | 18 |
| Average age of sheriff vehicles (years) | 5 | 4 | 4 | 4 | 4 | 5 | 5 | 5 | 4 | 4 |
| Average Annual Mileage per Vehicle (thousands) | 65 | 27 | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| Mosquito Control sprayer truck | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transportation | | | | | | | | | | |
| Total Miles of Paved Road | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 275 | 275 |
| Total Miles of Unpaved Road | 64 | 64 | 64 | 64 | 64 | 64 | 64 | 64 | 64 | 64 |
| Bridges | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 | 7 |
| Number of Dump Trucks | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 4 | 3 | 3 |
| Number of Passenger Vans | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 2 | 2 |
| Equipment Trailers | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 2 | 2 |
| Motor Graders | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Other Heavy Equipment | 1 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 |
| Retention Ponds | 4 | 4.00 | 2.00 | 1.00 | N/A | N/A | N/A | N/A | N/A | N/A |
| Retention Ponds Acreage | 23.60 | 23.60 | 9.80 | 5.00 | N/A | N/A | N/A | N/A | N/A | N/A |
| Culture & Recreation | | | | | | | | | | |
| Library | | | | | | | | | | |
| Number of Libraries | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Number of Vehicles | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Square footage of building | 9,124 | 9,124 | 9,124 | 9,124 | 9,124 | 9,124 | 9,124 | 9,124 | 9,124 | 9,124 |
| Total Acreage | 4 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Parks and Recreation Centers | | | | | | | | | | |
| Number of Community Centers | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Number of Recreation Complexes | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Number of Baseball/Softball Diamonds | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 | 8 |
| Number of Parks | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Number of Playgrounds | 4 | 4 | 4 | 4 | 4 | 3 | 3 | 3 | 3 | 3 |
| Number of Basketball Courts | 3 | 3 | 3 | 3 | 3 | 2 | 2 | 2 | 2 | 2 |
| Number of Farmer's Markets | 2 | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 |
| Combined Acreage of All Parks | 201.32 | 201.32 | 201.32 | 201.32 | 201.32 | 198.17 | 199.12 | 199.12 | 199.12 | 199.12 |
| Square Footage of Buildings for Concessions/Bathrooms | 15,656 | 12,856 | 12,856 | 12,856 | 12,856 | 13,600 | 13,600 | 13,600 | 13,600 | 13,600 |
| Refuse disposal | | | | | | | | | | |
| Collection Sites | | | | | | | | | | |
| Square Footage of Buildings | 1520 | 1,520 | 1,520 | 1,520 | 1,520 | 1,520 | 1,520 | 1,520 | 1,520 | 1,520 |
| Oil Collection Stations (Acreage) | 1 (0.17) | 1 (0.17) | 1 (0.17) | 1 (0.17) | 1 (0.17) | 1 (0.17) | 1 (0.17) | 1 (0.17) | 1 (0.17) | 1 (0.17) |
| Acreage of Landfill (Retired) | 33 | 33.12 | 33.12 | 33.12 | 33.12 | 33.12 | 33.12 | 33.12 | 33.12 | 33.12 |
| Number of Garbage Trucks | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Number of Passenger Vans | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |

Sources:
Various County Departments
Union County Property Appraiser
Union County Clerk of Courts & Comptroller, Finance Department

OTHER REPORTS AND SCHEDULE

UNION COUNTY, FLORIDA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| Federal/State Grantor/Pass Through Grantor/Program Title | CFDA/ CSFA Number | Contract Number | Expenditures |
|--|-------------------------|-----------------------|---------------------|
| FEDERAL AGENCY | | | |
| United States Department of Treasury | | | |
| Passed through Florida Division of Emergency Management | | | |
| COVID-19 Coronavirus Relief Fund (CRF) | 21.019 | Y2313 | \$ 2,072,429 |
| United States Department of Homeland Security | | | |
| Passed through Florida Division of Emergency Management | | | |
| Disaster Grants - Public Assistance | 97.036 | Z0153 | 10,606 |
| Emergency Management Performance Grants | 97.042 | G0117 | 16,660 |
| Emergency Management Performance Grants | 97.042 | G0037 | 33,607 |
| Total Department of Homeland Security | | | <u>60,873</u> |
| United States Department of Justice | | | |
| Passed through Florida Office of the Attorney General | | | |
| Crime Victim Assistance | 16.575 | VOCA 2019-2020 | 39,165 |
| United States Department of Health and Human Services | | | |
| Passed through Florida Department of Revenue | | | |
| Child Support Enforcement | 93.563 | NA | 84,482 |
| United States Election Assistance Commission | | | |
| Passed through State of Florida Division of Elections: | | | |
| 2018 HAVA Election Security Grant | 90.404 | 20.e.ec.000.063 | 28,936 |
| Help America Vote Act | 90.401 | MOA# 2016-2017-0002 | 12,820 |
| Total Election Assistance Commission | | | <u>41,756</u> |
| Total Expenditures of Federal Awards | | | <u>\$ 2,298,705</u> |
| STATE AGENCY | | | |
| Executive Office of the Governor | | | |
| Passed through Division of Emergency Management | | | |
| Emergency Management Programs | 31.063 | 19-BG-21-03-73-01-103 | \$ 75,249 |
| Emergency Management Programs | 31.063 | A0033 | 27,995 |
| | | | <u>103,244</u> |
| Florida Department of Environmental Protection | | | |
| Small County Consolidated Grants | 37.012 | SC930 | 90,909 |
| Florida Recreation Development Assistance Program | 37.017 | A7037 | 9,626 |
| Florida Recreation Development Assistance Program | 37.017 | A17050 | 7,555 |
| | | | <u>108,090</u> |
| Florida Department of State and Secretary of State | | | |
| State Aid to Libraries | 45.030 | 18-ST-40 | 67,501 |
| State Aid to Libraries | 45.030 | 19-ST-40 | 31,909 |
| | | | <u>99,410</u> |
| Florida Housing Finance Agency | | | |
| State Housing Initiatives Partnership (SHIP) | 40.901 | 2017/2018 | 179,450 |
| State Housing Initiatives Partnership (SHIP) | 40.901 | 2018/2019 | 234,575 |
| | | | <u>414,025</u> |
| Florida Department of Agriculture and Consumer Services | | | |
| Mosquito Control | 42.003 | 25524 | 38,345 |
| Union County Extension and Education Center | 42.044 | 23118 | 165,375 |
| | | | <u>203,720</u> |
| Florida Department of Transportation | | | |
| Small County Outreach Program Agreement (SCOP) | 55.009 | 436463-1-54-01 | 110,661 |
| Small County Outreach Program Agreement (SCOP) | 55.009 | 434561-1-54-01 | 64,943 |
| Small County Outreach Program Agreement (SCOP) | 55.009 | 438177-1-54-01 | 30,096 |
| Total Small County Outreach Program Agreement | | | <u>205,700</u> |
| Small County Road Assistance Program (SCRAP) | 55.016 | 436449-1-54-01 | 50,162 |
| Small County Road Assistance Program (SCRAP) | 55.016 | 432770-1-54-01 | 1,636,008 |
| Small County Road Assistance Program (SCRAP) | 55.016 | 432769-1-54-01 | 397,146 |
| Small County Road Assistance Program (SCRAP) | 55.016 | 434592-1-54-01 | 34,384 |
| Total Small County Road Assistance Program | | | <u>2,117,700</u> |
| Total Florida Department of Transportation | | | <u>2,323,400</u> |
| Florida Department of Health | | | |
| Emergency Medical Services | 64.005 | SC930 | 900 |
| Florida Department of Management Services | | | |
| Wireless 911 Emergency Telephone System Rural County Grant Program | 72.001 | 18-11-15 | 148,014 |
| Wireless 911 Emergency Telephone System Rural County Grant Program | 72.001 | 18-11-16 | 9,319 |
| Wireless 911 Emergency Telephone System Rural County Grant Program | 72.001 | 19-04-30 | 4,330 |
| | | | <u>161,663</u> |
| Total Expenditures of State Financial Assistance | | | <u>\$ 3,414,452</u> |
| Total Federal Awards and State Financial Assistance | | | <u>\$ 5,713,157</u> |

See accompanying notes to schedule of expenditures of federal awards and state financial assistance.

UNION COUNTY, FLORIDA, FLORIDA
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND
STATE FINANCIAL ASSISTANCE
FOR THE YEAR ENDED SEPTEMBER 30, 2020

(1) **Basis of Presentation:**

The accompanying schedule of expenditures of federal awards and state financial assistance includes the state grant activity of Union County, Florida (the County), and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and Section 215.97, Florida Statutes, *Florida Single Audit Act*. Because the Schedule presents only a selected portion of the operations of the County, it is not intended to and does not present the financial position, changes in net position, or cash flows of the County.

(2) **Summary of Significant Accounting Policies:**

Expenditures reported on the schedule are reported on the accrual basis of accounting. Such expenditures are recognized following, as applicable, either the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and Section 215, Florida Statutes, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

(3) **Contingency:**

Project expenditures are subject to audit and adjustment. If any expenditures were to be disallowed by the grantor agency as a result of such an audit, any claim for reimbursement to the grantor agency would become a liability of the County. In the opinion of management, all project expenditures included on the accompanying schedule are in compliance with the terms of the project agreements and applicable federal and state laws and regulations.

(4) **De Minimis Indirect Cost Rate Election:**

The County has elected not to use the 10 percent de minimis indirect cost rate as allowed under Uniform Guidance.

(5) **Subrecipients:**

During the year ended September 30, 2020, the County provided no grant awards to subrecipients.

**UNION COUNTY, FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

A. Summary of Auditors' Results:

Financial Statements:

Type of audit report issued on the financial statements: *Unmodified*

Internal control over financial reporting:

Material weakness(es) identified? _____ yes X no

Significant deficiency(ies) identified? _____ yes X none reported

Noncompliance material to financial statements noted? _____ yes X no

Federal Awards:

Internal control over major Federal programs:

Material weakness(es) identified? _____ yes X no

Significant deficiency(ies) identified? _____ yes X none reported

Type of auditor's report issued on compliance for major Federal programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? _____ yes X none reported

Auditee qualified as a low-risk auditee? _____ yes X no

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Identification of major Federal programs:

| <u>CFDA Number</u> | <u>Program Name</u> |
|--------------------|------------------------------------|
| 21.019 | COVID-19 – Coronavirus Relief Fund |

State Financial Assistance:

Internal control over major State projects:

Material weakness(es) identified? _____ yes X no

Significant deficiency(ies) identified? _____ yes X none reported

Type of auditor's report issued on compliance for major State projects: *Unmodified*

Any audit findings disclosed that are required to be reported for state financial assistance projects in accordance with Chapter 10.550? _____ yes X none reported

Dollar threshold used to distinguish between type A and type B programs: \$632,019

Identification of major State programs:

| <u>CSFA Number</u> | <u>Program Name</u> |
|--------------------|--|
| 55.016 | Small County Road Assistance Program Agreement (SCRAP) |
| 55.009 | Small County Outreach Program (SCOP) |

- B. **Financial Statement Findings:** None.
- C. **Federal Awards Findings and Questioned Costs:** None.
- D. **State Project Findings and Questioned Costs:** None.
- E. **Summary Schedule of Prior Audit Findings:** Not applicable as there are no prior year findings.
- F. **Corrective Action Plan:** Not applicable as there are no current year findings.

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH FEDERAL
PROGRAM AND MAJOR STATE PROJECT AND REPORT ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE AND CHAPTER 10.550,
RULES OF THE AUDITOR GENERAL**

To the Honorable Board of County Commissioners,
Union County, Florida:

Report on Compliance for Each Major Federal Program and Major State Project

We have audited Union County, Florida (the County)'s compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement and *Florida Department of Financial Services State Projects Compliance Supplement* that could have a direct and material effect on each of the County's major federal programs and major state projects for the year ended September 30, 2020. The County's major federal programs and state projects are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs

Management's Responsibility

Management is responsible for compliance with federal and state statutes, regulations, and the terms and conditions of its federal awards and state projects applicable to its federal programs and state projects.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the County's major federal programs and state projects based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. Code of Federal Regulations, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and Chapter 10.550, Rules of the Auditor General, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program or state project occurred. An audit includes examining, on a test basis, evidence about the County'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 on compliance for each major federal program and state project. However, our audit does not provide a legal determination of the County's compliance.

Opinion on Each Major Federal Program and State Project

In our opinion, Union County, Florida complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs and state projects for the year ended September 30, 2020.

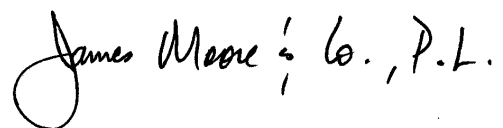
Report on Internal Control over Compliance

Management of the County is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the County's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program and state project to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and state project and to test and report on internal control over compliance in accordance with the Uniform Guidance and Chapter 10.550, Rules of the Auditor General, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program or state project on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program or state project will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or as combination of deficiencies, in internal control over compliance with the type of compliance requirement of a federal program or state project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and results of that testing based on the requirements of the Uniform Guidance and Chapter 10.550, Rules of the Auditor General. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in black ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

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

The Honorable Board of County Commissioners,
Union County, Florida:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Union County, Florida (the County) as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the County's basic financial statements, and have issued our report thereon dated June 16, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the County's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we do not express an opinion on the effectiveness of the County's internal control.

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

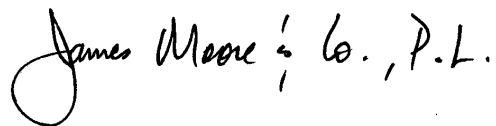
Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies, and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

Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

**INDEPENDENT AUDITORS' MANAGEMENT LETTER REQUIRED
BY CHAPTER 10.550, RULES OF THE STATE OF FLORIDA
OFFICE OF THE AUDITOR GENERAL**

To the Honorable Board of County Commissioners,
Union County, Florida:

Report on the Financial Statements

We have audited the financial statements of Union County, Florida (the County), as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated June 16, 2021.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; Independent Auditors' Report on Compliance for Each Major Federal Program and State Project and Report on Internal Control over Compliance in Accordance with Chapter 10.550 Rules of the Florida Auditor General; Schedule of Findings and Questioned Costs; and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports and schedule, which are dated June 16, 2021, should be considered in conjunction with this management letter.

Prior Audit Findings

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

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. Union County, Florida was established by Chapter 8516, Laws of Florida in 1921. The Clerk of Circuit Court serves as Clerk to the Board pursuant to Section 215.17, Florida Statutes. The County included the following component unit: The Union County Special Library District.

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, requires us to apply appropriate procedures and communicate the results of our determination as to whether or not the County has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the County did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the County's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

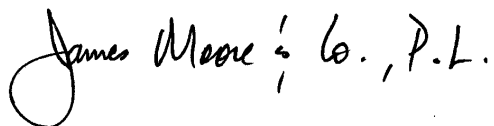
Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations:

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and State grant agencies, the Board of County Commissioners, management, and others within the County and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

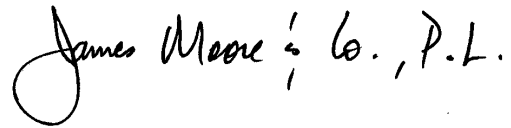
INDEPENDENT ACCOUNTANTS' EXAMINATION REPORT

To the Honorable Board of County Commissioners,
Union County, Florida

We have examined the compliance of Union County, Florida (the County) with Section 365.172, Florida Statutes, *Emergency Communications Number "E911"*, Section 365.173, Florida Statutes, *Communications Number E911 System Fund*, and Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2020. Management is responsible for the County's compliance with those requirements. Our responsibility is to express an opinion on the County's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the County complied with the aforementioned statutes, for the year ended September 30, 2020, in all material respects. An examination involves performing procedures to obtain evidence about the County's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of risks of material noncompliance with those requirements, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, the County complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2020.



Gainesville, Florida
June 16, 2021

UNION COUNTY CLERK OF THE CIRCUIT COURT

**SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT**

SEPTEMBER 30, 2020

UNION COUNTY CLERK OF THE CIRCUIT COURT

**SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT**

SEPTEMBER 30, 2020

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INDEPENDENT AUDITORS' REPORT

The Honorable Kellie Hendricks Rhoades, Clerk of the Circuit Court,
Union County, Florida:

Report on the Financial Statements

We have audited the accompanying financial statements of each major fund and the aggregate remaining fund information of the Union County Clerk of the Circuit Court (the Office), as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Office's financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information for the Office as of September 30, 2020, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above were prepared solely for the purpose of complying with the Rules of the Auditor General of the State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of each major fund, only for that portion of the major funds, of Union County, Florida, that is attributable to the Office. They do not purport to, and do not, present fairly the financial position of Union County, Florida as of September 30, 2020, the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

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

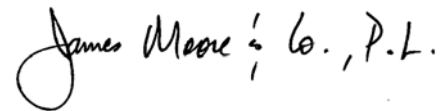
Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Office's basic financial statements. The supplementary information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

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

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report on our consideration of the Office's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Office's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive style with a large, looping initial "J".

Gainesville, Florida
June 16, 2021

UNION COUNTY CLERK OF THE CIRCUIT COURT
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020

| | <u>General Fund</u> | <u>Records Modernization</u> | <u>Total Governmental Funds</u> |
|--|-------------------------|----------------------------------|---|
| Assets | | | |
| Cash and cash equivalents | \$ 101,082 | \$ 74,120 | \$ 175,202 |
| Receivables | 288 | - | 288 |
| Due from other funds | 73 | - | 73 |
| Due from other governments | 67,098 | 1,274 | 68,372 |
| Total Assets | <u>\$ 168,541</u> | <u>\$ 75,394</u> | <u>\$ 243,935</u> |
| Liabilities and Fund Balances | | | |
| Liabilities | | | |
| Accounts payable and accrued expenses | \$ 7,749 | \$ - | \$ 7,749 |
| Due to other funds | - | 73 | 73 |
| Due to other governments | 81,618 | - | 81,618 |
| Total Liabilities | <u>89,367</u> | <u>73</u> | <u>89,440</u> |
| Fund Balances | | | |
| Restricted for: | | | |
| Records Modernization | - | 75,321 | 75,321 |
| Assigned to: | | | |
| Court operations | 79,174 | - | 79,174 |
| Total fund balances | <u>79,174</u> | <u>75,321</u> | <u>154,495</u> |
| Total Liabilities and Fund Balances | <u>\$ 168,541</u> | <u>\$ 75,394</u> | <u>\$ 243,935</u> |

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

UNION COUNTY CLERK OF THE CIRCUIT COURT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020

| | General Fund | Records Modernization | Total Governmental Funds |
|--|-------------------------|----------------------------------|---|
| Revenues | | | |
| Intergovernmental revenue | \$ 406,799 | \$ - | \$ 406,799 |
| Charges for services | 129,035 | 14,777 | 143,812 |
| Fines and forfeitures | 24,407 | - | 24,407 |
| Miscellaneous revenue | 4,113 | - | 4,113 |
| Total revenues | <u>564,354</u> | <u>14,777</u> | <u>579,131</u> |
| Expenditures | | | |
| Current: | | | |
| General government | 255,457 | - | 255,457 |
| Court related | 518,485 | 25,659 | 544,144 |
| Total expenditures | <u>773,942</u> | <u>25,659</u> | <u>799,601</u> |
| Excess (deficiency) of revenues over expenditures | <u>(209,588)</u> | <u>(10,882)</u> | <u>(220,470)</u> |
| Other financing sources (uses) | | | |
| Appropriations from Board of County Commissioners | 249,825 | - | 249,825 |
| Article V Reversion | - | - | - |
| Reversion to Board of County Commissioners | (69,295) | - | (69,295) |
| Total other financing sources (uses) | <u>180,530</u> | <u>-</u> | <u>180,530</u> |
| Net change in fund balance | <u>(29,058)</u> | <u>(10,882)</u> | <u>(39,940)</u> |
| Fund Balance, beginning of year | 108,232 | 86,203 | 194,435 |
| Fund Balance, end of year | <u><u>\$ 79,174</u></u> | <u><u>\$ 75,321</u></u> | <u><u>\$ 154,495</u></u> |

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

UNION COUNTY CLERK OF THE CIRCUIT COURT
STATEMENT OF FIDUCIARY NET POSITION
AGENCY FUNDS
SEPTEMBER 30, 2020

| | |
|---------------------------------------|---------------------------|
| Assets | |
| Cash and cash equivalents | \$ 238,185 |
| Receivables | 4,812 |
| Due From other funds | - |
| Total Assets | <u><u>\$ 242,997</u></u> |
| Liabilities | |
| Assets held for others | \$ 194,975 |
| Accounts payable and accrued expenses | 1,914 |
| Due to other funds | - |
| Due to other governments | 119,396 |
| Total Liabilities | <u><u>\$ 316,285</u></u> |
| Net Position | <u><u>\$ (73,288)</u></u> |

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

UNION COUNTY CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) Summary of Significant Accounting Policies:

The accounting policies of the Union County Clerk of the Circuit Court (the “Office”) conform to generally accepted accounting principles as applicable to governments in the Governmental Accounting Standards Board (GASB) Codification. The following is a summary of the more significant policies.

(a) **Reporting entity**—The Clerk 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. Union County, including the Office of the Clerk, was established by Chapter 8516, Laws of Florida in 1921. The Office is an integral part of Union County, the reporting entity for financial reporting purposes. The Office’s General Fund is combined with the Board of County Commissioners in the Union County, Florida, financial statements to properly reflect the county-wide General Fund. Other funds are shown separately in the appropriate sections of the county-wide financial statements.

(b) **Basis of presentation**—The Office’s financial statements are special-purpose financial statements that have been prepared for the purpose of complying with the Rules of the Auditor General of the State of Florida (the Rules). In conformity with the Rules, the Office has not presented the government-wide financial statements, the reconciliations to the government-wide statements or management’s discussion and analysis.

(c) **Fund accounting**—Accounts 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, as appropriate for each fund type. 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 focus of fund financial statements is on major funds, each displayed in a separate column.

The Office reports the following major governmental funds; there are no non-major governmental funds:

General Fund – The principal operating fund of the office. It is used to account for all financial resources, except those required to be accounted for in another fund.

Records Modernization Trust Fund- The Records Modernization Trust Fund is used to account for additional recording fees, which are collected by the Clerk’s office and are earmarked for the modernization of recording service operations.

Additionally, the Office reports the following fiduciary fund type:

Agency Funds - Used to account for assets held by the Office as an agent for individuals, private organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

UNION COUNTY CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) **Summary of Significant Accounting Policies:** (Continued)

(d) **Measurement focus/basis of accounting**—All governmental funds are accounted for on a spending or current financial resources measurement focus and the modified accrual basis of accounting. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of “available spendable resources”. Their operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets and, accordingly, are said to present a summary of sources and uses of “available spendable resources” during a period.

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. The Office considers revenues to be available if they are collected within 90 days of the end of the current fiscal period.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, principal and interest on general long-term debt are recognized when due.

(e) **Cash and cash equivalents**—The Office’s cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

(f) **Capital assets and long-term liabilities**—Capital assets used by the Office are capitalized (recorded and accounted for) by the Union County Board of County Commissioners.

Depreciation is reported for the primary government using the straight-line method calculated on a service-life basis to amortize the cost of the asset over their estimated economic useful lives, which are as follows:

| <u>Assets</u> | <u>Useful Lives</u> |
|---------------------------|---------------------|
| Building and improvements | 15 – 39 years |
| Equipment | 3 – 10 years |

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the financial statements of the County.

(g) **Accounts payable**—Accounts payable balances in the general fund are primarily payable to third-party vendors for goods provided and services rendered.

(h) **Compensated absences**—The Office follows generally accepted accounting principles in accounting for accrued compensated absences. The Office allows limited vesting of unused employee leave time. Since the annual and sick leave liability is considered long-term, it is recorded in the government-wide financial statements of the County. Compensated absences are expected to be paid out of the General Fund of the Office and this practice is expected to continue in the future. The Office kept compensated absence records for the hours earned, used and available.

UNION COUNTY CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) **Summary of Significant Accounting Policies:** (Continued)

- (i) **Fund balance**—Fund balance for governmental funds report classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in the funds may be spent. In as much as the Clerk is a county constitutional officer, any non-restricted funds remaining at the end of the fiscal year are returned to the appropriate budget authority. Restricted fund balance represents funds constrained to specific purposes by their providers through constitutional provisions or enabling legislation.

The Office does not have a formal written policy regarding whether restricted or unrestricted amounts are considered to be spent when an expenditure for purposes for which both restricted and unrestricted fund balances are available. However, it has been the Office's general practice when expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available; the Office considers restricted funds to have been spent first. When expenditure is incurred for which committed, assigned or unassigned fund balances are available, the Office considers amounts to have been spent first out of committed funds, then assigned funds, and lastly unassigned funds, as needed.

- (j) **Use of estimates**—The preparation of financial statements in conformity with generally accepted accounting principles requires management to make various estimates. Actual results could differ from those estimates.

(2) **Budgets and Budgetary Accounting:**

Governmental fund revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with the Florida Statutes. An annual budget was adopted for the General Fund and the Records Modernization Trust Fund. All budget amounts presented in the accompanying special-purpose financial statements have been adjusted for legally authorized amendments of the annual budget for the year. The annual budget is monitored at varying levels of classification detail. However, for purposes of budgetary control, expenditures cannot legally exceed the total budget appropriations at the individual fund level. All appropriations lapse at year-end.

(3) **Cash and Investments:**

Florida Statutes authorize the Office to invest in bonds, notes or other obligations of the U.S. Government, certificates of deposits, repurchase agreements, certain bonds of any State or local government unit and the State Treasurer's Investment Pool.

Interest Rate Risk. The Office does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of Credit Risk. The Office places no limit on the amount the Office may invest in any one issuer. The Office maintained 100-percent of excess deposits in a checking account with a local financial institution subject to Federal Depository Insurance Corporation (FDIC) insurance, and/or the State of Florida collateral pool established under the Florida Security for Public Deposits Act (the Act).

(4) **Risk Management:**

The Office purchased commercial insurance to limit the exposure of the following risks of loss: theft of, damage to, and destruction of assets; natural disasters and injuries to employees. Commercial insurance has been purchased by the Office to cover the risks of loss due to employee errors or omissions and health insurance. Settled claims resulting from all risks have not exceeded insurance coverage in any of the past three years.

UNION COUNTY CLERK OF THE CIRCUIT COURT
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(5) Long-term Liabilities:

A summary of changes in long-term liabilities of the Office for the fiscal year ended September 30, 2020, follows:

| | <u>Beginning Balance</u> | | <u>Additions</u> | | <u>Reductions</u> | | <u>Ending Balance</u> | | <u>Due Within One Year</u> |
|----------------------|------------------------------|----|------------------|----|-------------------|----|---------------------------|----|--------------------------------|
| Compensated absences | \$ 53,508 | \$ | 48,862 | \$ | (5,012) | \$ | 62,475 | \$ | 21,960 |

(6) Pension Plan:

The entity participates in the Florida Retirement System (FRS), a multiple-employer, cost-sharing defined public employee retirement system which covers all of the Office's full-time employees. The System is a noncontributory retirement plan, administered by the State of Florida, Department of Administration, Division of Retirement to provide retirement and survivor benefits to participating public employees. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. The FRS is a single retirement system administered by the Department of Management Services, Division of Retirement, and consists of two cost-sharing, multiple-employer retirement plans and other nonintegrated programs. These include a defined-benefit pension plan (Plan), with a Deferred Retirement Option Program (DROP), and a defined-contribution plan, referred to as the FRS Investment Plan (Investment Plan).

In addition, all regular employees of the entity are eligible to enroll as members of the Retiree Health Insurance Subsidy (HIS) Program. The HIS is a cost-sharing, multiple-employer defined benefit pension plan established and administered in accordance with section 112.363, Florida Statutes. The benefit is a monthly payment to assist retirees of the state-administered retirement systems in paying their health insurance costs. For the fiscal year ended September 30, 2020, eligible retirees and beneficiaries received a monthly HIS payment equal to the number of years of service credited at retirement multiplied by \$5. The minimum payment is \$30 and the maximum payment is \$150 per month, pursuant to section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under one of the state-administered retirement systems must provide proof of eligible health insurance coverage, which can include Medicare.

For financial reporting purposes, the Office is deemed to be part of the primary government of Union County, Florida. A liability related to the Office's proportionate share of FRS retirement benefits, along with a detailed plan description, is reported in the financial statements of the County for the fiscal year ended September 30, 2020.

REQUIRED SUPPLEMENTARY INFORMATION

UNION COUNTY CLERK OF THE CIRCUIT COURT
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GENERAL FUND - BUDGET AND ACTUAL
SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|------------------|------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Intergovernmental revenue | \$ 359,705 | \$ 359,705 | \$ 406,799 | \$ 47,094 |
| Charges for services | 137,651 | 137,651 | 129,035 | (8,616) |
| Fines and forfeitures | 24,407 | 24,407 | 24,407 | - |
| Miscellaneous revenue | 9,600 | 9,600 | 4,113 | (5,487) |
| Total revenues | <u>531,363</u> | <u>531,363</u> | <u>564,354</u> | <u>32,991</u> |
| Expenditures | | | | |
| Current: | | | | |
| General government | 250,257 | 262,057 | 255,457 | 6,600 |
| Court related | 514,352 | 524,964 | 518,485 | 6,479 |
| Total expenditures | <u>764,609</u> | <u>787,021</u> | <u>773,942</u> | <u>13,079</u> |
| Excess (deficiency) of revenues over expenditures | <u>(233,246)</u> | <u>(255,658)</u> | <u>(209,588)</u> | <u>46,070</u> |
| Other financing sources (uses) | | | | |
| Appropriations from Board of County Commissioners | 249,825 | 249,825 | 249,825 | - |
| Reversion to Board of County Commissioners | (46,579) | (24,167) | (69,295) | (45,128) |
| Total other financing sources (uses) | <u>203,246</u> | <u>225,658</u> | <u>180,530</u> | <u>(45,128)</u> |
| Net change in fund balance | (30,000) | (30,000) | (29,058) | 942 |
| Fund Balance, beginning of year | 108,232 | 108,232 | 108,232 | - |
| Fund Balance, end of year | <u>\$ 78,232</u> | <u>\$ 78,232</u> | <u>\$ 79,174</u> | <u>\$ 942</u> |

The accompanying notes to required supplementary information are an integral part of this statement.

UNION COUNTY CLERK OF THE CIRCUIT COURT
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
RECORDS MODERNIZATION TRUST FUND - BUDGET AND ACTUAL
SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|---|-------------------------|-------------------------|-------------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Charges for services | \$ 14,500 | \$ 14,500 | \$ 14,777 | \$ 277 |
| Expenditures | | | | |
| Current: | | | | |
| Court related | 61,600 | 61,600 | 25,659 | 35,941 |
| Net change in fund balance | <u>(47,100)</u> | <u>(47,100)</u> | <u>(10,882)</u> | <u>36,218</u> |
| Fund Balance , beginning of year | 86,203 | 86,203 | 86,203 | - |
| Fund Balance , end of year | <u><u>\$ 39,103</u></u> | <u><u>\$ 39,103</u></u> | <u><u>\$ 75,321</u></u> | <u><u>\$ 36,218</u></u> |

The accompanying notes to required supplementary information are an integral part of this statement.

**UNION COUNTY CLERK OF THE CIRCUIT COURT
NOTE TO SCHEDULES OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

(1) **Budgetary Information:**

An annual budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America for the general fund and the records modernization trust fund. All annual appropriations lapse at fiscal year-end.

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

- a) The preparation, adoption and amendment of the budgets are governed by Florida Statutes. Public hearings are conducted to obtain taxpayer comments.
- b) Budget excess expenditures over revenues are funded through appropriations from the Board of County Commissioners.
- c) Formal budgetary integration is employed as a management control device during the year. The legal level of budgetary control is the fund level.
- d) The budgets for the funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

SUPPLEMENTARY INFORMATION

**UNION COUNTY CLERK OF THE CIRCUIT COURT
COMBINING STATEMENT OF FIDUCIARY NET POSITION
AGENCY FUNDS
SEPTEMBER 30, 2020**

| | General Agency Fund | Domestic Relations Fund | Registry of Court Fund | Total Agency Funds |
|---------------------------------------|------------------------------------|--|---------------------------------------|-----------------------------------|
| Assets | | | | |
| Cash and cash equivalents | \$ 126,860 | \$ 2,509 | \$ 108,816 | \$ 238,185 |
| Receivables | 4,660 | 152 | - | 4,812 |
| Due from other governments | - | - | 73,288 | 73,288 |
| Total Assets | \$ 131,520 | \$ 2,661 | \$ 182,104 | \$ 316,285 |
| Liabilities | | | | |
| Assets held for others | \$ 12,966 | \$ - | \$ 182,009 | \$ 194,975 |
| Accounts payable and accrued expenses | 1,848 | 66 | - | 1,914 |
| Due to other governments | 116,706 | 2,595 | 95 | 119,396 |
| Total Liabilities | \$ 131,520 | \$ 2,661 | \$ 182,104 | \$ 316,285 |
| Net Position | \$ - | \$ - | \$ - | \$ - |

See accompanying notes to financial statements.

ADDITIONAL INFORMATION

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

The Honorable Kellie Hendricks Rhoades, Clerk of the Circuit Court,
Union County, Florida:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the general fund of the Union County Clerk of the Circuit Court (the Office) as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Office's special-purpose financial statements, and have issued our report thereon dated June 16, 2021, which was modified to refer to a basis of accounting required for compliance with state filing requirements, and for other reasons.

Internal Control over Financial Reporting

In planning and performing our audit of the special-purpose financial statements, we considered the Office's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the special-purpose financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Office's internal control. Accordingly, we do not express an opinion on the effectiveness of the Office's internal control.

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

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

Compliance and Other Matters

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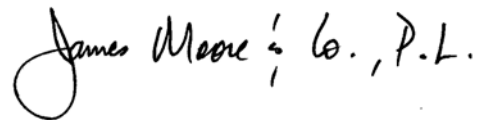
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As part of obtaining reasonable assurance about whether the Office's special-purpose financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements,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

Purpose of this Report

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

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

**INDEPENDENT AUDITORS' MANAGEMENT LETTER REQUIRED BY
CHAPTER 10.550, RULES OF THE STATE OF FLORIDA, OFFICE OF THE
AUDITOR GENERAL**

The Honorable Kellie Hendricks Rhoades, Clerk of the Circuit Court,
Union County, Florida:

We have audited the financial statements of the Union County Clerk of the Circuit Court (the Office), as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated June 16, 2021.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of Special-Purpose Financial Statements Performed in Accordance with *Government Auditing Standards*, and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 16, 2021, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings or recommendations in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The Union County 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. Union County, including the Office of the Clerk, was established by Chapter 8516, Laws of Florida in 1921. There are no component units of the Office to be disclosed as required by accounting principles generally accepted in the United States of America.

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Financial Management

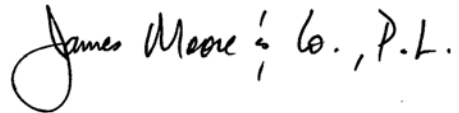
Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Union County Clerk of the Circuit Court, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive style with a large, looped initial "J".

Gainesville, Florida
June 16, 2021

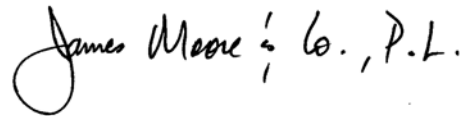
INDEPENDENT ACCOUNTANTS' EXAMINATION REPORT

The Honorable Kellie Hendricks Rhoades, Clerk of the Circuit Court,
Union County, Florida:

We have examined the Union County Clerk of the Circuit Court's (the Office) compliance with Section 218.415, Florida Statutes, *Local Government Investment Policies*, Section 28.35, Florida Statutes, *Florida Clerks of Court Operations Corporation*, Section 28.36, Florida Statutes, *Budget Procedure*, and Section 61.181, Florida Statutes, *Depository for Alimony Transactions, Support, Maintenance, and Support Payments; Fees* (collectively, "the Statutes"), for the year ended September 30, 2020. Management is responsible for the Office's compliance with those requirements. Our responsibility is to express an opinion on the Office's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Office complied with the Statutes for the year ended September 30, 2020, in all material respects. An examination involves performing procedures to obtain evidence about the Office's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of risks of material noncompliance with those requirements, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, the Office complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2020.



Gainesville, Florida
June 16, 2021

UNION COUNTY PROPERTY APPRAISER
SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT
SEPTEMBER 30, 2020

UNION COUNTY PROPERTY APPRAISER
SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT

SEPTEMBER 30, 2020

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INDEPENDENT AUDITORS' REPORT

The Honorable Bruce D. Dukes, Property Appraiser,
Union County, Florida:

Report on the Financial Statements

We have audited the accompanying financial statements of the general fund of the Union County Property Appraiser (the Office), as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Office's financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the general fund for the Union County Property Appraiser as of September 30, 2020, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above were prepared solely for the purpose of complying with the Rules of the Auditor General of the State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of each major fund, only for that portion of the major funds, of Union County, Florida, that is attributable to the Office. They do not purport to, and do not, present fairly the financial position of Union County, Florida as of September 30, 2020, the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

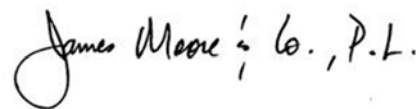
Other Matters

Required Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report on our consideration of the Office's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Office's internal control over financial reporting and compliance.



Gainesville, Florida
June 16, 2021

**UNION COUNTY PROPERTY APPRAISER
BALANCE SHEET
GOVERNMENTAL FUND
SEPTEMBER 30, 2020**

| | <u>General Fund</u> |
|---|-------------------------|
| ASSETS | |
| Cash and equivalents | \$ 29,250 |
| Due from other governments | 8,247 |
| Accounts receivable | 564 |
| Total Assets | <u><u>\$ 38,061</u></u> |
| LIABILITIES AND FUND BALANCE | |
| Liabilities: | |
| Accounts payable and accrued expenditures | \$ 14,254 |
| Due to other governments | 23,807 |
| Total Liabilities | <u>38,061</u> |
| Fund Balance: | |
| Unassigned | - |
| Total Liabilities and Fund Balance | <u><u>\$ 38,061</u></u> |

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

**UNION COUNTY PROPERTY APPRAISER
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

| | General Fund |
|--|-------------------------|
| Revenues | |
| Charges for services | \$ 600 |
| Intergovernmental revenue | 7,901 |
| Miscellaneous revenue | 45 |
| Total revenues | <u>8,546</u> |
| Expenditures | |
| General government | 409,666 |
| Excess (deficiency) of revenues over expenditures | <u>(401,120)</u> |
| Other financing sources (uses) | |
| Appropriations from board of county commissioners | 424,472 |
| Reversion to board of county commissioners | (23,352) |
| Total other financing sources (uses) | <u>401,120</u> |
| Net change in fund balance | - |
| Fund balance, beginning of year | - |
| Fund balance, end of year | <u>\$ -</u> |

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

UNION COUNTY PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) Summary of Significant Accounting Policies:

The accounting policies of the Union County Property Appraiser (the “Office”) conform to generally accepted accounting principles as applicable to governments in the Governmental Accounting Standards Board (GASB) Codification. The following is a summary of the more significant policies.

(a) **Reporting entity**—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. Union County, including the Office of the Property Appraiser, was established by Chapter 8516, Laws of Florida in 1921. The Office is an integral part of Union County, the reporting entity for financial reporting purposes. The Office’s General Fund is combined with the Board of County Commissioners in the Union County, Florida, financial statements to properly reflect the county-wide General Fund.

(b) **Basis of presentation**—The Office’s financial statements are special-purpose financial statements that have been prepared for the purpose of complying with the Rules of the Auditor General of the State of Florida (the Rules). In conformity with the Rules, the Office has not presented the government-wide financial statements, the reconciliations to the government-wide statements or management’s discussion and analysis.

(c) **Fund accounting**—Accounts 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, as appropriate for each fund type. 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 focus of fund financial statements is on major funds, each displayed in a separate column.

The Office reports the following major governmental fund; there are no non-major governmental funds:

General Fund – The principal operating fund of the Office. It is used to account for all financial resources.

(d) **Measurement focus/basis of accounting**—All governmental funds are accounted for on a spending or current financial resources measurement focus and the modified accrual basis of accounting. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of “available spendable resources”. Their operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets and, accordingly, are said to present a summary of sources and uses of “available spendable resources” during a period.

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. The Office considers revenues to be available if they are collected within 90 days of the end of the current fiscal period.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, principal and interest on general long-term debt are recognized when due.

UNION COUNTY PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) **Summary of Significant Accounting Policies:** (Continued)

(e) **Cash**—The Office’s cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

(f) **Capital assets and long-term liabilities**—Capital assets used by the Office are capitalized (recorded and accounted for) by the Union County Board of County Commissioners.

Depreciation is reported for the primary government using the straight-line method calculated on a service-life basis to amortize the cost of the asset over their estimated economic useful lives, which are as follows:

| <u>Assets</u> | <u>Useful Lives</u> |
|---------------|---------------------|
| Vehicles | 4 – 6 years |
| Equipment | 5 years |

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the financial statements of the County.

(g) **Accounts payable**—Accounts payable balances in the general fund are primarily payable to third-party vendors for goods provided and services rendered.

(h) **Compensated absences**—The Office follows generally accepted accounting principles in accounting for accrued compensated absences. The Office allows limited vesting of unused employee leave time. Since the annual and sick leave liability is considered long-term, it is recorded in the government-wide financial statements of the County. Compensated absences are expected to be paid out of the General Fund of the Office and this practice is expected to continue in the future. The Office kept compensated absence records for the hours earned, used and available.

(i) **Fund balance**—Fund balance for governmental funds report classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in the funds may be spent. In as much as the Property Appraiser is a county constitutional officer, any funds remaining at the end of the fiscal year are returned to the Board of County Commissioners. Unassigned fund balance represents funds available for spending at the government’s discretion.

The Office does not have a formal written policy regarding whether restricted or unrestricted amounts are considered to be spent when an expenditure for purposes for which both restricted and unrestricted fund balances are available. However, it has been the Office’s general practice when expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available; the Office considers restricted funds to have been spent first. When expenditure is incurred for which committed, assigned or unassigned fund balances are available, the Office considers amounts to have been spent first out of committed funds, then assigned funds, and lastly unassigned funds, as needed.

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

**UNION COUNTY PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(2) Budgets and Budgetary Accounting:

Governmental fund revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with the Florida Statutes. An annual budget was adopted for the General Fund. All budget amounts presented in the accompanying special-purpose financial statements have been adjusted for legally authorized amendments of the annual budget for the year. The annual budget is monitored at varying levels of classification detail. However, for purposes of budgetary control, expenditures cannot legally exceed the total budget appropriations at the individual fund level. All appropriations lapse at year-end

(3) Investments:

Florida Statutes authorize the Office to invest in bonds, notes or other obligations of the U.S. Government, certificates of deposits, repurchase agreements, certain bonds of any State or local government unit and the State Treasurer's Investment Pool.

Interest Rate Risk. The Office does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of Credit Risk. The Office places no limit on the amount the Office may invest in any one issuer. The Office maintained 100-percent of excess deposits in a checking account with a local financial institution subject to Federal Depository Insurance Corporation (FDIC) insurance, and/or the State of Florida collateral pool established under the Florida Security for Public Deposits Act (the Act).

(4) Risk Management:

The County purchased commercial insurance to limit the exposure of the following risks of loss: theft of, damage to, and destruction of assets; natural disasters and injuries to employees. Commercial insurance has been purchased by the Office to cover the risks of loss due to employee errors or omissions and health insurance. Settled claims resulting from all risks have not exceeded insurance coverage in any of the past three years.

(5) Long-term Liabilities:

A summary of changes in long-term liabilities for the fiscal year ended September 30, 2020, follows:

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Reductions</u> | <u>Ending Balance</u> | <u>Due Within One Year</u> |
|----------------------|------------------------------|------------------|-------------------|---------------------------|--------------------------------|
| Compensated absences | \$ 2,456 | \$ 5,856 | \$ (5,162) | \$ 3,150 | \$ 3,150 |

**UNION COUNTY PROPERTY APPRAISER
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(6) Pension Plan:

The Office participates in the Florida Retirement System (FRS), a multiple-employer, cost sharing defined public employee retirement system which covers all of the Office's full-time employees. The System is administered by the State of Florida, Department of Administration, Division of Retirement to provide retirement and survivor benefits to participating public employees. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. The FRS is a single retirement system administered by the Department of Management Services, Division of Retirement, and consists of two cost-sharing, multiple-employer retirement plans and other nonintegrated programs. These include a defined-benefit pension plan (Plan), with a Deferred Retirement Option Program (DROP), and a defined-contribution plan, referred to as the FRS Investment Plan (Investment Plan).

In addition, all regular employees of the entity are eligible to enroll as members of the Retiree Health Insurance Subsidy (HIS) Program. The HIS is a cost-sharing, multiple-employer defined benefit pension plan established and administered in accordance with section 112.363, Florida Statutes. The benefit is a monthly payment to assist retirees of the state-administered retirement systems in paying their health insurance costs. For the fiscal year ended September 30, 2020, eligible retirees and beneficiaries received a monthly HIS payment equal to the number of years of service credited at retirement multiplied by \$5. The minimum payment is \$30 and the maximum payment is \$150 per month, pursuant to section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under one of the state-administered retirement systems must provide proof of eligible health insurance coverage, which can include Medicare.

For financial reporting purposes, the Office is deemed to be part of the primary government of Union County, Florida. A liability related to the Office's proportionate share of FRS retirement benefits, along with a detailed plan description, is reported in the financial statements of the County for the fiscal year ended September 30, 2020.

REQUIRED SUPPLEMENTARY INFORMATION

**UNION COUNTY PROPERTY APPRAISER
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|------------------|------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Charges for services | \$ - | \$ - | \$ 600 | \$ 600 |
| Intergovernmental revenue | - | - | 7,901 | 7,901 |
| Miscellaneous revenue | - | - | 45 | 45 |
| Total Revenues | - | - | 8,546 | 8,546 |
| Expenditures | | | | |
| General government | 436,782 | 437,240 | 409,666 | 27,574 |
| Excess (deficiency) of revenues over expenditures | (436,782) | (437,240) | (401,120) | 36,120 |
| Other financing sources (uses) | | | | |
| Appropriations from Board of County Commissioners | 436,782 | 437,240 | 424,472 | (12,768) |
| Reversion to Board of County Commissioners | - | - | (23,352) | (23,352) |
| Total other financing sources (uses) | 436,782 | 437,240 | 401,120 | (36,120) |
| Net change in fund balance | - | - | - | - |
| Fund balance, beginning of year | - | - | - | - |
| Fund balance, end of year | \$ - | \$ - | \$ - | \$ - |

The accompanying note to schedule of revenues, expenditures, and changes in fund balance - budget to actual - general fund is an integral part of this schedule.

**UNION COUNTY PROPERTY APPRAISER
NOTE TO SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –
GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

(1) **Budgetary Information:**

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

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

- a) The preparation, adoption and amendment of the budgets are governed by Florida Statutes. Public hearings are conducted to obtain taxpayer comments.
- b) Budget excess expenditures over revenues are funded through appropriations from the Board of County Commissioners.
- c) Formal budgetary integration is employed as a management control device during the year for the General Fund. The legal level of budgetary control is the fund level.
- d) The budgets for the funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

ADDITIONAL INFORMATION

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

The Honorable Bruce D. Dukes, Property Appraiser,
Union County, Florida:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the general fund of the Union County Property Appraiser (the Office) as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Office's special-purpose financial statements, and have issued our report thereon dated June 16, 2021, which was modified to refer to a basis of accounting required for compliance with state filing requirements, and for other reasons.

Internal Control over Financial Reporting

In planning and performing our audit of the special-purpose financial statements, we considered the Office's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the special-purpose financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Office's internal control. Accordingly, we do not express an opinion on the effectiveness of the Union County Property Appraiser's internal control.

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

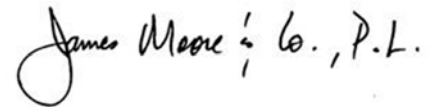
Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given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

Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in black ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

**INDEPENDENT AUDITORS' MANAGEMENT LETTER REQUIRED BY
CHAPTER 10.550, RULES OF THE STATE OF FLORIDA, OFFICE OF THE
AUDITOR GENERAL**

The Honorable Bruce D. Dukes, Property Appraiser,
Union County, Florida:

We have audited the financial statements of the Union County Property Appraiser (the Office), as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated June 16, 2021.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of Special-Purpose Financial Statements Performed in Accordance with *Government Auditing Standards*, and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 16, 2021, should be considered in conjunction with this management letter.

Prior Audit Findings

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

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The Union County 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. Union County, including the Office of the Property Appraiser, was established by Chapter 8516, Laws of Florida in 1921. There are no component units of the Union County Property Appraiser to be disclosed as required by accounting principles generally accepted in the United States of America.

Financial Management

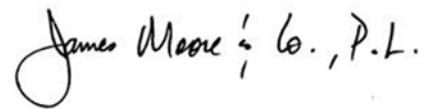
Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Union County Property Appraiser, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

INDEPENDENT ACCOUNTANTS' EXAMINATION REPORT

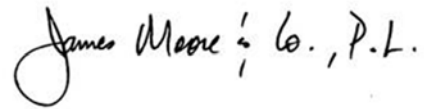
The Honorable Bruce D. Dukes, Property Appraiser,
Union County, Florida:

We have examined the Union County Property Appraiser's (the Office) compliance with Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2020. Management is responsible for the Office's compliance with those requirements. Our responsibility is to express an opinion on the Office's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Office complied with Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2020, in all material respects. An examination involves performing procedures to obtain evidence about the Office's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of risks of material noncompliance with those requirements, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, the Office complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2020.

Gainesville, Florida
June 16, 2021



UNION COUNTY SHERIFF
SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT
SEPTEMBER 30, 2020

UNION COUNTY SHERIFF
SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT

SEPTEMBER 30, 2020

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INDEPENDENT AUDITORS' REPORT

The Honorable Brad Whitehead, Sheriff,
Union County, Florida:

Report on the Financial Statements

We have audited the accompanying financial statements of each major fund and the aggregate remaining fund information of the Union County Sheriff (the Office), as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Union County Sheriff's financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

- 1 -

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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information for the Union County Sheriff as of September 30, 2020, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above were prepared solely for the purpose of complying with the Rules of the Auditor General of the State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of each major fund, only for that portion of the major funds, of Union County, Florida, that is attributable to the Office. They do not purport to, and do not, present fairly the financial position of Union County, Florida as of September 30, 2020, the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

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

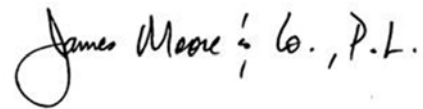
Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Office's financial statements. The combining schedule of fiduciary net position, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements.

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

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report on our consideration of the Office's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Office's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

**UNION COUNTY SHERIFF
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020**

| | <u>General Fund</u> | <u>Special Revenue Inmate Welfare Fund</u> | <u>Intergovernmental Shared Fund</u> | <u>Total Governmental Funds</u> |
|--|--------------------------|--|--|---|
| ASSETS | | | | |
| Cash and cash equivalents | \$ 222,400 | \$ 69,454 | \$ - | \$ 291,854 |
| Prepaid items | - | - | - | - |
| Total assets | <u>\$ 222,400</u> | <u>\$ 69,454</u> | <u>\$ -</u> | <u>\$ 291,854</u> |
| LIABILITIES AND FUND BALANCES | | | | |
| Liabilities: | | | | |
| Accounts payable and accrued expenditures | \$ 130,398 | \$ - | \$ - | \$ 130,398 |
| Due to other governments | 92,002 | - | - | 92,002 |
| Total Liabilities | <u>222,400</u> | <u>-</u> | <u>-</u> | <u>222,400</u> |
| Fund Balances: | | | | |
| Restricted for inmate benefit | - | 69,454 | - | 69,454 |
| Total Liabilities and Fund Balances | <u><u>\$ 222,400</u></u> | <u><u>\$ 69,454</u></u> | <u><u>\$ -</u></u> | <u><u>\$ 291,854</u></u> |

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

UNION COUNTY SHERIFF
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | | Special Revenue | | |
|--|---------------------|----------------------------|--------------------------------------|---------------------------------|
| | General Fund | Inmate Welfare Fund | Intergovernmental Shared Fund | Total Governmental Funds |
| Revenues | | | | |
| Intergovernmental | \$ - | \$ - | \$ 253,767 | \$ 253,767 |
| Charges for services | - | 5,989 | - | 5,989 |
| Total revenues | - | 5,989 | 253,767 | 259,756 |
| Expenditures | | | | |
| General government | 17,950 | - | - | 17,950 |
| Public safety | 2,171,024 | - | 253,767 | 2,424,791 |
| Total expenditures | 2,188,974 | - | 253,767 | 2,442,741 |
| Excess (deficiency) of revenues over expenditures | (2,188,974) | 5,989 | - | (2,182,985) |
| Other financing sources (uses) | | | | |
| Appropriations from board of county commissioners | 2,280,976 | - | - | 2,280,976 |
| Reversion to board of county commissioners | (92,002) | - | - | (92,002) |
| Total other financing sources (uses) | 2,188,974 | - | - | 2,188,974 |
| Net change in fund balance | - | 5,989 | - | 5,989 |
| Fund balances, beginning of year | - | 63,465 | - | 63,465 |
| Fund balances, end of year | \$ - | \$ 69,454 | \$ - | \$ 69,454 |

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

**UNION COUNTY SHERIFF
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
SEPTEMBER 30, 2020**

| | <u>Agency Funds</u> |
|------------------------|-------------------------|
| ASSETS | |
| Cash and equivalents | <u>\$ 23,007</u> |
| LIABILITIES | |
| Assets held for others | <u>\$ 23,007</u> |
| NET POSITION | <u>\$ -</u> |

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

**UNION COUNTY SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(1) Summary of Significant Accounting Policies:

The accounting policies of the Union County Sheriff (the “Office”) conform to generally accepted accounting principles as applicable to governments in the Governmental Accounting Standards Board (GASB) Codification. The following is a summary of the more significant policies.

(a) **Reporting entity**—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. Union County, including the Office of the Sheriff, was established by Chapter 8516, Laws of Florida in 1921. The Office is an integral part of Union County, the reporting entity for financial reporting purposes. The Office’s General Fund is combined with the Board of County Commissioners in the Union County, Florida, financial statements to properly reflect the county-wide General Fund. Other funds are shown separately in the appropriate sections of the county-wide financial statements.

(b) **Basis of presentation**—The Office’s financial statements are special-purpose financial statements that have been prepared for the purpose of complying with the Rules of the Auditor General of the State of Florida (the Rules). In conformity with the Rules, the Office has not presented the government-wide financial statements, the reconciliations to the government-wide statements or management’s discussion and analysis.

(c) **Fund accounting**—Accounts 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, as appropriate for each fund type. 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 focus of fund financial statements is on major funds, each displayed in a separate column.

The Office reports the following major governmental fund; there are no non-major governmental funds:

General Fund – The principal operating fund of the office. It is used to account for all financial resources, except those required to be accounted for in another fund.

Special Revenue Funds – The Inmate Welfare Special Revenue Fund is used to account for the funds that are generated by phone commissions. The profits can only be spent for the benefit of the inmates. The Intergovernmental Shared Special Revenue Fund is used to account for federal and local grant activity.

Additionally, the Sheriff reports the following fiduciary fund type:

Agency Fund – Agency Funds are used to account for assets held by the Office in a trustee capacity, or as an agent for individuals, private organizations, and other governments.

(d) **Measurement focus/basis of accounting**—All governmental funds are accounted for on a spending or current financial resources measurement focus and the modified accrual basis of accounting. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of “available spendable resources”. Their operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets and, accordingly, are said to present a summary of sources and uses of “available spendable resources” during a period.

**UNION COUNTY SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(1) Summary of Significant Accounting Policies: (Continued)

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. The Office considers revenues to be available if they are collected within 90 days of the end of the current fiscal period.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, principal and interest on general long-term debt are recognized when due.

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

(f) **Capital assets and long-term liabilities**—Capital assets used by the Office are capitalized (recorded and accounted for) by the Union County Board of County Commissioners.

Depreciation is reported for the primary government using the straight-line method calculated on a service-life basis to amortize the cost of the asset over their estimated economic useful lives, which are as follows:

| <u>Assets</u> | <u>Useful Lives</u> |
|---------------------------|---------------------|
| Vehicles | 4 – 6 years |
| Building and improvements | 20 years |
| Computer software | 3 – 10 years |
| Machinery and equipment | 3 – 20 years |

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the financial statements of the County.

(g) **Accounts payable**—Accounts payable balances in the general fund are primarily payable to third-party vendors for goods provided and services rendered.

(h) **Compensated absences**—The Office follows generally accepted accounting principles in accounting for accrued compensated absences. The Office allows limited vesting of unused employee leave time. Since the annual and sick leave liability is considered long-term, it is recorded in the government-wide financial statements of the County. Compensated absences are expected to be paid out of the General Fund of the Office and this practice is expected to continue in the future. The Office kept compensated absence records for the hours earned, used and available.

(i) **Fund balance**—Fund balance for governmental funds report classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in the funds may be spent. In as much as the Sheriff is a county constitutional officer, any funds remaining at the end of the fiscal year are returned to the Board of County Commissioners. Unassigned fund balance represents funds available for spending at the government's discretion.

UNION COUNTY SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) **Summary of Significant Accounting Policies:** (Continued)

The Office does not have a formal written policy regarding whether restricted or unrestricted amounts are considered to be spent when an expenditure for purposes for which both restricted and unrestricted fund balances are available. However, it has been the Office's general practice when expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available; the Office considers restricted funds to have been spent first. When expenditure is incurred for which committed, assigned or unassigned fund balances are available, the Office considers amounts to have been spent first out of committed funds, then assigned funds, and lastly unassigned funds, as needed.

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

(2) **Budgets and Budgetary Accounting:**

Governmental fund revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with the Florida Statutes. An annual budget was adopted for the General Fund and Intergovernmental Shared Fund. All budget amounts presented in the accompanying special-purpose financial statements have been adjusted for legally authorized amendments of the annual budget for the year. The annual budget is monitored at varying levels of classification detail. However, for purposes of budgetary control, expenditures cannot legally exceed the total budget appropriations at the individual fund level. All appropriations lapse at year-end

(3) **Investments:**

Florida Statutes authorize the Office to invest in bonds, notes or other obligations of the U.S. Government, certificates of deposits, repurchase agreements, certain bonds of any State or local government unit and the State Treasurer's Investment Pool.

Interest Rate Risk. The Office does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of Credit Risk. The Office places no limit on the amount the Office may invest in any one issuer. The Office maintained 100-percent of excess deposits in a checking account with a local financial institution subject to Federal Depository Insurance Corporation (FDIC) insurance, and/or the State of Florida collateral pool established under the Florida Security for Public Deposits Act (the Act).

UNION COUNTY SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(4) Risk Management:

The County purchased commercial insurance to limit the exposure of the following risks of loss: theft of, damage to, and destruction of assets; natural disasters and injuries to employees. Commercial insurance has been purchased by the Office to cover the risks of loss due to employee errors or omissions and health insurance. Settled claims resulting from all risks have not exceeded insurance coverage in any of the past three years.

(5) Capital Assets:

A summary of changes in capital asset activity of the Office for the fiscal year ended September 30, 2020, follows:

| | Beginning Balance | Increases | Decreases | Ending Balance |
|---|------------------------------|--------------------|--------------------|---------------------------|
| Capital assets, being depreciated: | | | | |
| Machinery and equipment | \$ 775,092 | \$ 37,458 | \$ (39,276) | \$ 773,275 |
| Building and improvements | 22,317 | - | - | 22,317 |
| Vehicles | 742,828 | 69,359 | - | 812,187 |
| Computer software | 108,155 | 10,793 | - | 118,948 |
| Total capital assets, being depreciated | <u>1,648,392</u> | <u>117,610</u> | <u>(39,276)</u> | <u>1,726,727</u> |
| Less accumulated depreciation for: | | | | |
| Machinery and equipment | (514,679) | (82,674) | 25,263 | (572,090) |
| Building and improvements | (8,927) | (1,116) | - | (10,043) |
| Vehicles | (500,201) | (78,243) | - | (578,444) |
| Computer software | (107,039) | (298) | - | (107,337) |
| Total accumulated depreciation | <u>(1,130,846)</u> | <u>(162,331)</u> | <u>25,263</u> | <u>(1,267,914)</u> |
| Total capital assets being depreciated, net | <u>\$ 517,546</u> | <u>\$ (44,721)</u> | <u>\$ (14,013)</u> | <u>\$ 458,813</u> |

Depreciation expense of \$162,330 was charged to the public safety function of the County.

(6) Long-term Liabilities:

A summary of changes in long-term liabilities of the Office for the fiscal year ended September 30, 2020, follows:

| | Beginning Balance | Additions | Reductions | Ending Balance | Due Within One Year |
|----------------------|------------------------------|------------------|-------------------|---------------------------|--------------------------------|
| Compensated absences | \$ 100,778 | \$ 70,280 | \$ (46,755) | \$ 124,303 | \$ 41,170 |

**UNION COUNTY SHERIFF
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(7) Pension Plan:

The entity participates in the Florida Retirement System (FRS), a multiple-employer, cost sharing defined public employee retirement system which covers all of the Office's full-time employees. The System is administered by the State of Florida, Department of Administration, Division of Retirement to provide retirement and survivor benefits to participating public employees. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. The FRS is a single retirement system administered by the Department of Management Services, Division of Retirement, and consists of two cost-sharing, multiple-employer retirement plans and other nonintegrated programs. These include a defined-benefit pension plan (Plan), with a Deferred Retirement Option Program (DROP), and a defined-contribution plan, referred to as the FRS Investment Plan (Investment Plan).

In addition, all regular employees of the entity are eligible to enroll as members of the Retiree Health Insurance Subsidy (HIS) Program. The HIS is a cost-sharing, multiple-employer defined benefit pension plan established and administered in accordance with section 112.363, Florida Statutes. The benefit is a monthly payment to assist retirees of the state-administered retirement systems in paying their health insurance costs. For the fiscal year ended September 30, 2020, eligible retirees and beneficiaries received a monthly HIS payment equal to the number of years of service credited at retirement multiplied by \$5. The minimum payment is \$30 and the maximum payment is \$150 per month, pursuant to section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under one of the state-administered retirement systems must provide proof of eligible health insurance coverage, which can include Medicare.

For financial reporting purposes, the Office is deemed to be part of the primary government of Union County, Florida. A liability related to the Office's proportionate share of FRS retirement benefits, along with a detailed plan description, is reported in the financial statements of the County for the fiscal year ended September 30, 2020.

REQUIRED SUPPLEMENTARY INFORMATION

UNION COUNTY SHERIFF
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|--------------|---------------|---|
| | Original | Final | Actual | |
| Revenues | \$ - | \$ - | \$ - | \$ - |
| Expenditures | | | | |
| General government | 37,178 | 37,178 | 17,950 | 19,228 |
| Public safety | 2,243,798 | 2,243,798 | 2,171,024 | 72,774 |
| Total expenditures | 2,280,976 | 2,280,976 | 2,188,974 | 92,002 |
| Excess (deficiency) of revenues over expenditures | (2,280,976) | (2,280,976) | (2,188,974) | 92,002 |
| Other financing sources (uses) | | | | |
| Appropriations from board of county commissioners | 2,280,976 | 2,280,976 | 2,280,976 | - |
| Reversion to board of county commissioners | - | - | (92,002) | (92,002) |
| Total other financing sources (uses) | 2,280,976 | 2,280,976 | 2,188,974 | (92,002) |
| Net change in fund balance | - | - | - | - |
| Fund balance, beginning of year | - | - | - | - |
| Fund balance, end of year | \$ - | \$ - | \$ - | \$ - |

The accompanying note to schedule of revenues, expenditures, and changes in fund balance - budget to actual - governmental funds is an integral part of this schedule.

UNION COUNTY SHERIFF
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - INTERGOVERNMENTAL SHARED SPECIAL REVENUE FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | <u>Budgeted Amounts</u> | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|--------------------|--------------------|---|
| | <u>Original</u> | <u>Final</u> | <u>Actual</u> | |
| Revenues | | | | |
| Intergovernmental | \$ 253,767 | \$ 253,767 | \$ 253,767 | \$ - |
| Expenditures | | | | |
| Public safety | 253,767 | 253,767 | 253,767 | - |
| Excess (deficiency) of revenues over expenditures | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Net change in fund balance | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Fund balance, beginning of year | - | - | - | - |
| Fund balance, end of year | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> |

The accompanying note to schedule of revenues, expenditures, and changes in fund balance - budget to actual - governmental funds is an integral part of this schedule.

UNION COUNTY SHERIFF
NOTE TO SCHEDULES OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCES - GOVERNMENTAL FUNDS - BUDGET AND ACTUAL
SEPTEMBER 30, 2020

(1) **Budgetary Information:**

An annual budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America for the general fund and the intergovernmental shared special revenue fund. All annual appropriations lapse at fiscal year-end. A formal budget is not adopted for the inmate welfare fund.

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

- a) The preparation, adoption and amendment of the budgets are governed by Florida Statutes. Public hearings are conducted to obtain taxpayer comments.
- b) Budget excess expenditures over revenues are funded through appropriations from the Board of County Commissioners.
- c) Formal budgetary integration is employed as a management control device during the year. The legal level of budgetary control is the fund level.
- d) The budgets for the funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

SUPPLEMENTARY INFORMATION

**UNION COUNTY SHERIFF
COMBINING SCHEDULE OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
SEPTEMBER 30, 2020**

| | <u>Fines & Bonds Fund</u> | <u>Individual / Suspense Fund</u> | <u>Total</u> |
|------------------------|-----------------------------------|---------------------------------------|----------------------|
| ASSETS | | | |
| Cash and equivalents | <u>\$ 4,899</u> | <u>\$ 18,108</u> | <u>\$ 23,007</u> |
| LIABILITIES | | | |
| Assets held for others | <u>\$ 4,899</u> | <u>\$ 18,108</u> | <u>\$ 23,007</u> |

See accompanying notes to financial statements.

ADDITIONAL INFORMATION

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

The Honorable Brad Whitehead, Sheriff,
Union County, Florida:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the general fund of the Union County Sheriff (the Office) as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Union County Sheriff's special-purpose financial statements, and have issued our report thereon dated June 16, 2021, which was modified to refer to a basis of accounting required for compliance with state filing requirements, and for other reasons.

Internal Control over Financial Reporting

In planning and performing our audit of the special-purpose financial statements, we considered the Office's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the special-purpose financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Office's internal control. Accordingly, we do not express an opinion on the effectiveness of the Office's internal control.

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

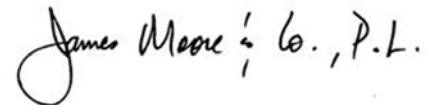
Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given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

Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

**INDEPENDENT AUDITORS' MANAGEMENT LETTER REQUIRED BY
CHAPTER 10.550, RULES OF THE STATE OF FLORIDA, OFFICE OF THE
AUDITOR GENERAL**

The Honorable Brad Whitehead, Sheriff,
Union County, Florida:

We have audited the financial statements of the Union County Sheriff (the Office), as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated June 16, 2021.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of Special-Purpose Financial Statements Performed in Accordance with *Government Auditing Standards*, and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 16, 2021, should be considered in conjunction with this management letter.

Prior Audit Findings

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

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The Union County 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. Union County, including the Office of the Sheriff, was established by Chapter 8516, Laws of Florida in 1921. There are no component units of the Union County Sheriff to be disclosed as required by accounting principles generally accepted in the United States of America.

Financial Management

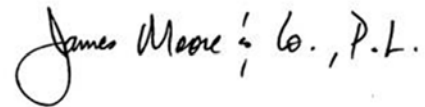
Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

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

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

INDEPENDENT ACCOUNTANTS' EXAMINATION REPORT

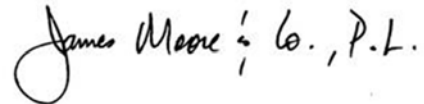
The Honorable Brad Whitehead, Sheriff,
Union County, Florida:

We have examined the Union County Sheriff's (the Office) compliance with Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2020. Management is responsible for the Office's compliance with those requirements. Our responsibility is to express an opinion on the Office's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Office complied with Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2020, in all material respects. An examination involves performing procedures to obtain evidence about the Office's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of risks of material noncompliance with those requirements, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, the Union County Sheriff complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2020.

Gainesville, Florida
June 16, 2021



UNION COUNTY SUPERVISOR OF ELECTIONS

**SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT**

SEPTEMBER 30, 2020

UNION COUNTY SUPERVISOR OF ELECTIONS
SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT

SEPTEMBER 30, 2020

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INDEPENDENT AUDITORS' REPORT

The Honorable Deborah K. Osborne, Supervisor of Elections,
Union County, Florida:

Report on the Financial Statements

We have audited the accompanying financial statements of the general fund of the Union County Supervisor of Elections (the Office), as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Union County Supervisor of Elections' financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

- 1 -

121 Executive Circle
Daytona Beach, FL 32114-1180
Telephone: 386-257-4100

133 East Indiana Avenue
DeLand, FL 32724-4329
Telephone: 386-738-3300

5931 NW 1st Place
Gainesville, FL 32607-2063
Telephone: 352-378-1331

2477 Tim Gamble Place, Suite 200
Tallahassee, FL 32308-4386
Telephone: 850-386-6184

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the general fund for the Union County Supervisor of Elections as of September 30, 2020, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above were prepared solely for the purpose of complying with the Rules of the Auditor General of the State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of each major fund, only for that portion of the major funds, of Union County, Florida, that is attributable to the Office. They do not purport to, and do not, present fairly the financial position of Union County, Florida as of September 30, 2020, the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

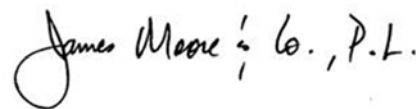
Other Matters

Required Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report on our consideration of the Office's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Office's internal control over financial reporting and compliance.



Gainesville, Florida
June 16, 2021

**UNION COUNTY SUPERVISOR OF ELECTIONS
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2020**

| | <u>General Fund</u> | <u>Elections Grant Fund</u> | <u>Total</u> |
|---|-------------------------|-------------------------------------|------------------|
| ASSETS | | | |
| Cash and equivalents | \$ 3,586 | \$ - | \$ 3,586 |
| Due from other governments | 41,295 | - | 41,295 |
| Total Assets | <u>44,881</u> | <u>-</u> | <u>44,881</u> |
| LIABILITIES AND FUND BALANCE | | | |
| Liabilities: | | | |
| Accounts payable and accrued expenditures | \$ 36,261 | \$ - | \$ 36,261 |
| Due to Board of County Commissioners | 8,620 | - | 8,620 |
| Total Liabilities | <u>44,881</u> | <u>-</u> | <u>44,881</u> |
| Fund Balance: | | | |
| Unassigned | - | - | - |
| Total Liabilities and Fund Balance | <u>\$ 44,881</u> | <u>\$ -</u> | <u>\$ 44,881</u> |

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

UNION COUNTY SUPERVISOR OF ELECTIONS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | <u>General Fund</u> | <u>Elections Grant Fund</u> | <u>Total</u> |
|--|-------------------------|-------------------------------------|------------------|
| Revenues | | | |
| Intergovernmental revenue | \$ - | \$ 83,051 | \$ 83,051 |
| Charges for services | 1,641 | - | 1,641 |
| Total revenues | <u>1,641</u> | <u>83,051</u> | <u>84,692</u> |
| Expenditures | | | |
| Current: | | | |
| General government | 390,467 | 83,051 | 473,518 |
| Excess (deficiency) of revenues over expenditures | <u>(388,826)</u> | <u>-</u> | <u>(388,826)</u> |
| Other financing sources (uses) | | | |
| Appropriations from Board of County Commissioners | 397,446 | - | 397,446 |
| Reversion to Board of County Commissioners | (8,620) | - | (8,620) |
| Total other financing sources | <u>388,826</u> | <u>-</u> | <u>388,826</u> |
| Net change in fund balance | <u>-</u> | <u>-</u> | <u>-</u> |
| Fund balance, beginning of year | - | - | - |
| Fund balance, end of year | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

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

UNION COUNTY SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATMENTS
SEPTEMBER 30, 2020

(1) Summary of Significant Accounting Policies:

The accounting policies of the Union County Supervisor of Elections (the “Office”) conform to generally accepted accounting principles as applicable to governments in the Governmental Accounting Standards Board (GASB) Codification. The following is a summary of the more significant policies.

(a) **Reporting entity**—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. Union County, including the Office of the Supervisor of Elections, was established by Chapter 8516, Laws of Florida in 1921. The Office is an integral part of Union County, the reporting entity for financial reporting purposes. The Office’s General Fund is combined with the Board of County Commissioners in the Union County, Florida, financial statements to properly reflect the county-wide General Fund.

(b) **Basis of presentation**—The Office’s financial statements are special-purpose financial statements that have been prepared for the purpose of complying with the Rules of the Auditor General of the State of Florida (the Rules). In conformity with the Rules, the Office has not presented the government-wide financial statements, the reconciliations to the government-wide statements or management’s discussion and analysis.

(c) **Fund accounting**—Accounts 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, as appropriate for each fund type. 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 focus of fund financial statements is on major funds, each displayed in a separate column.

The Office reports the following major governmental funds; there are no non-major governmental funds:

General Fund – The principal operating fund of the Office. It is used to account for all financial resources.

Elections Grant Fund – The elections grant fund reports the activity related to grants received through the Office.

(d) **Measurement focus/basis of accounting**—All governmental funds are accounted for on a spending or current financial resources measurement focus and the modified accrual basis of accounting. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of “available spendable resources”. Their operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets and, accordingly, are said to present a summary of sources and uses of “available spendable resources” during a period.

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. The Office considers revenues to be available if they are collected within 90 days of the end of the current fiscal period.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, principal and interest on general long-term debt are recognized when due.

**UNION COUNTY SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATMENTS
SEPTEMBER 30, 2020**

(1) Summary of Significant Accounting Policies: (Continued)

(e) **Cash**—The Office’s cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

(f) **Capital assets and long-term liabilities**—Capital assets used by the Office are capitalized (recorded and accounted for) by the Union County Board of County Commissioners.

Depreciation is reported for the primary government using the straight-line method calculated on a service-life basis to amortize the cost of the asset over their estimated economic useful lives, which are as follows:

| <u>Assets</u> | <u>Useful Lives</u> |
|---------------------------|---------------------|
| Building and improvements | 15 – 39 years |
| Equipment | 3 – 20 years |

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the financial statements of the County.

(g) **Accounts payable**—Accounts payable balances in the general fund are primarily payable to third-party vendors for goods provided and services rendered.

(h) **Compensated absences**—The Office follows generally accepted accounting principles in accounting for accrued compensated absences. The Office allows limited vesting of unused employee leave time. Since the annual and sick leave liability is considered long-term, it is recorded in the government-wide financial statements of the County. Compensated absences are expected to be paid out of the General Fund of the Office and this practice is expected to continue in the future. The Office kept compensated absence records for the hours earned, used and available.

(i) **Fund balance**—Fund balance for governmental funds report classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in the funds may be spent. In as much as the Supervisor of Elections is a county constitutional officer, any funds remaining at the end of the fiscal year are returned to the Board of County Commissioners. Unassigned fund balance represents funds available for spending at the government’s discretion.

The Office does not have a formal written policy regarding whether restricted or unrestricted amounts are considered to be spent when an expenditure for purposes for which both restricted and unrestricted fund balances are available. However, it has been the Office’s general practice when expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available; the Office considers restricted funds to have been spent first. When expenditure is incurred for which committed, assigned or unassigned fund balances are available, the Office considers amounts to have been spent first out of committed funds, then assigned funds, and lastly unassigned funds, as needed.

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

UNION COUNTY SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(2) Budgets and Budgetary Accounting:

Governmental fund revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with the Florida Statutes. An annual budget was adopted for the General Fund. All budget amounts presented in the accompanying special-purpose financial statements have been adjusted for legally authorized amendments of the annual budget for the year. The annual budget is monitored at varying levels of classification detail. However, for purposes of budgetary control, expenditures cannot legally exceed the total budget appropriations at the individual fund level. All appropriations lapse at year-end

(3) Investments:

Florida Statutes authorize the Office to invest in bonds, notes or other obligations of the U.S. Government, certificates of deposits, repurchase agreements, certain bonds of any State or local government unit and the State Treasurer's Investment Pool.

Interest Rate Risk. The Office does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of Credit Risk. The Office places no limit on the amount the Office may invest in any one issuer. The Office maintained 100-percent of excess deposits in a checking account with a local financial institution subject to Federal Depository Insurance Corporation (FDIC) insurance, and/or the State of Florida collateral pool established under the Florida Security for Public Deposits Act (the Act).

(4) Risk Management:

The County purchased commercial insurance to limit the exposure of the following risks of loss: theft of, damage to, and destruction of assets; natural disasters and injuries to employees. Commercial insurance has been purchased by the Office to cover the risks of loss due to employee errors or omissions and health insurance. Settled claims resulting from all risks have not exceeded insurance coverage in any of the past three years.

(5) Long-term Liabilities:

A summary of changes in long-term liabilities for the fiscal year ended September 30, 2020, follows:

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Reductions</u> | <u>Ending Balance</u> | <u>Due Within One Year</u> |
|----------------------|------------------------------|------------------|-------------------|---------------------------|--------------------------------|
| Compensated absences | \$ 5,052 | \$ 9,116 | \$ (2,117) | \$ 12,051 | \$ 4,017 |

UNION COUNTY SUPERVISOR OF ELECTIONS
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(6) Pension Plan:

The entity participates in the Florida Retirement System (FRS), a multiple-employer, cost sharing defined public employee retirement system which covers all of the Office's full-time employees. The System is administered by the State of Florida, Department of Administration, Division of Retirement to provide retirement and survivor benefits to participating public employees. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. The FRS is a single retirement system administered by the Department of Management Services, Division of Retirement, and consists of two cost-sharing, multiple-employer retirement plans and other nonintegrated programs. These include a defined-benefit pension plan (Plan), with a Deferred Retirement Option Program (DROP), and a defined-contribution plan, referred to as the FRS Investment Plan (Investment Plan).

In addition, all regular employees of the entity are eligible to enroll as members of the Retiree Health Insurance Subsidy (HIS) Program. The HIS is a cost-sharing, multiple-employer defined benefit pension plan established and administered in accordance with section 112.363, Florida Statutes. The benefit is a monthly payment to assist retirees of the state-administered retirement systems in paying their health insurance costs. For the fiscal year ended September 30, 2020, eligible retirees and beneficiaries received a monthly HIS payment equal to the number of years of service credited at retirement multiplied by \$5. The minimum payment is \$30 and the maximum payment is \$150 per month, pursuant to section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under one of the state-administered retirement systems must provide proof of eligible health insurance coverage, which can include Medicare.

For financial reporting purposes, the Office is deemed to be part of the primary government of Union County, Florida. A liability related to the Office's proportionate share of FRS retirement benefits, along with a detailed plan description, is reported in the financial statements of the County for the fiscal year ended September 30, 2020.

REQUIRED SUPPLEMENTARY INFORMATION

**UNION COUNTY SUPERVISOR OF ELECTIONS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|------------------|------------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Charges for services | \$ - | \$ - | \$ 1,641 | \$ 1,641 |
| Expenditures | | | | |
| Current: | | | | |
| General government | 397,446 | 440,896 | 390,467 | 50,429 |
| Excess (deficiency) of revenues over expenditures | (397,446) | (440,896) | (388,826) | 52,070 |
| Other financing sources (uses) | | | | |
| Appropriations from Board of County Commissioners | 397,446 | 440,896 | 397,446 | (43,450) |
| Reversion to Board of County Commissioners | - | - | (8,620) | (8,620) |
| Total other financing sources (uses) | 397,446 | 440,896 | 388,826 | (52,070) |
| Net change in fund balance | - | - | - | - |
| Fund balance, beginning of year | - | - | - | - |
| Fund balance, end of year | \$ - | \$ - | \$ - | \$ - |

The accompanying note to schedule of revenues, expenditures, and changes in fund balance - budget to actual - general fund is an integral part of this schedule.

**UNION COUNTY SUPERVISOR OF ELECTIONS
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - ELECTIONS GRANT FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

| | <u>Budgeted Amounts</u> | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|--------------------|--------------------|---|
| | <u>Original</u> | <u>Final</u> | <u>Actual</u> | |
| Revenues | | | | |
| Charges for services | \$ 110,000 | \$ 110,000 | \$ 83,051 | \$ (26,949) |
| Expenditures | | | | |
| Current: | | | | |
| General government | 110,000 | 110,000 | 83,051 | 26,949 |
| Excess (deficiency) of revenues over expenditures | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Other financing sources (uses) | | | | |
| Appropriations from Board of County Commissioners | - | - | - | - |
| Reversion to Board of County Commissioners | - | - | - | - |
| Total other financing sources (uses) | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Net change in fund balance | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Fund balance, beginning of year | - | - | - | - |
| Fund balance, end of year | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> | <u><u>\$ -</u></u> |

The accompanying note to schedule of revenues, expenditures, and changes in fund balance - budget to actual - governmental fund is an integral part of this schedule.

**UNION COUNTY SUPERVISOR OF ELECTIONS
NOTE TO SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –
GOVERNMENTAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

(1) **Budgetary Information:**

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

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

- a) The preparation, adoption and amendment of the budgets are governed by Florida Statutes. Public hearings are conducted to obtain taxpayer comments.
- b) Budget excess expenditures over revenues are funded through appropriations from the Board of County Commissioners.
- c) Formal budgetary integration is employed as a management control device during the year for the General Fund. The legal level of budgetary control is the fund level.
- d) The budgets for the funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

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

The Honorable Deborah K. Osborne, Supervisor of Elections,
Union County, Florida:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the general fund of the Union County Supervisor of Elections (the Office) as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Office's special-purpose financial statements, and have issued our report thereon dated June 16, 2021, which was modified to refer to a basis of accounting required for compliance with state filing requirements, and for other reasons.

Internal Control over Financial Reporting

In planning and performing our audit of the special-purpose financial statements, we considered the Office's internal control over financial reporting (internal control) as a basis for determining audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the special-purpose financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Office's internal control. Accordingly, we do not express an opinion on the effectiveness of the Office's internal control.

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

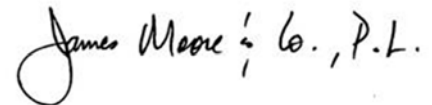
Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given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

Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in black ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

**INDEPENDENT AUDITORS' MANAGEMENT LETTER REQUIRED BY
CHAPTER 10.550, RULES OF THE STATE OF FLORIDA, OFFICE OF THE
AUDITOR GENERAL**

The Honorable Deborah K. Osborne, Supervisor of Elections,
Union County, Florida:

We have audited the financial statements of the Union County Supervisor of Elections (the Office), as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated June 16, 2021.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of Special-Purpose Financial Statements Performed in Accordance with *Government Auditing Standards*, and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 16, 2021, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings and recommendations made in the preceding financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The Union County 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. Union County, including the Office of the Supervisor of Elections, was established by Chapter 8516, Laws of Florida in 1921. There are no component units of the Union County Supervisor of Elections to be disclosed as required by accounting principles generally accepted in the United States of America.

- 15 -

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2477 Tim Gamble Place, Suite 200
Tallahassee, FL 32308-4386
Telephone: 850-386-6184

Financial Management

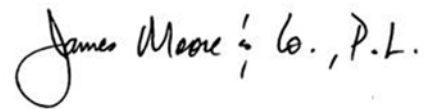
Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Union County Supervisor of Elections, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

INDEPENDENT ACCOUNTANTS' EXAMINATION REPORT

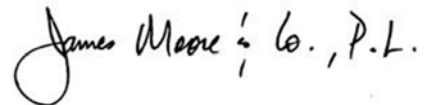
The Honorable Deborah K. Osborne, Supervisor of Elections,
Union County, Florida:

We have examined the Union County Supervisor of Elections' (the Office) compliance with Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2020. Management is responsible for the Office's compliance with those requirements. Our responsibility is to express an opinion on the Office's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Office complied with Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2020, in all material respects. An examination involves performing procedures to obtain evidence about the Office's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of risks of material noncompliance with those requirements, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, the Office complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2020.

Gainesville, Florida
June 16, 2021



UNION COUNTY TAX COLLECTOR
SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT
SEPTEMBER 30, 2020

UNION COUNTY TAX COLLECTOR
SPECIAL-PURPOSE FINANCIAL STATEMENTS
AND INDEPENDENT AUDITORS' REPORT

SEPTEMBER 30, 2020

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INDEPENDENT AUDITORS' REPORT

The Honorable Lisa B. Johnson, Tax Collector,
Union County, Florida:

Report on the Financial Statements

We have audited the accompanying financial statements of each major fund and the aggregate remaining fund information of the Union County Tax Collector (the Office), as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Office's financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and the aggregate remaining fund information for the Union County Tax Collector as of September 30, 2020, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above were prepared solely for the purpose of complying with the Rules of the Auditor General of the State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of each major fund, only for that portion of the major funds, of Union County, Florida, that is attributable to the Office. They do not purport to, and do not, present fairly the financial position of Union County, Florida as of September 30, 2020, the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

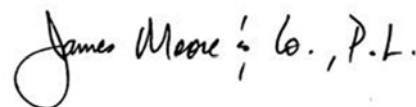
Other Matters

Required Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report on our consideration of the Office's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Officer's internal control over financial reporting and compliance.



Gainesville, Florida
June 16, 2021

**UNION COUNTY TAX COLLECTOR
BALANCE SHEET
GOVERNMENTAL FUND
SEPTEMBER 30, 2020**

| | <u>General Fund</u> |
|---|----------------------|
| Assets | |
| Cash and equivalents | \$ 18,660 |
| Liabilities and Fund Balance | |
| Liabilities | |
| Due to Board of County Commissioners | \$ 18,660 |
| Fund balance | |
| Unassigned | - |
| Total Liabilities and Fund Balance | <u>\$ 18,660</u> |

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

UNION COUNTY TAX COLLECTOR
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | <u>General Fund</u> |
|--|----------------------------|
| Revenues | |
| Charges for services | \$ 231,092 |
| Miscellaneous revenue | 472 |
| Total revenues | <u>231,564</u> |
| Expenditures | |
| General government | 331,491 |
| Excess (deficiency) of revenues over expenditures | <u>(99,927)</u> |
| Other financing sources (uses) | |
| Appropriations from Board of County Commissioners | 118,587 |
| Reversion to Board of County Commissioners | (18,660) |
| Total other financing sources (uses) | <u>99,927</u> |
| Net change in fund balance | <u>-</u> |
| Fund balance, beginning of year | - |
| Fund balance, end of year | <u><u>\$ -</u></u> |

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

**UNION COUNTY TAX COLLECTOR
STATEMENT OF FIDUCIARY NET POSITION
AGENCY FUND
SEPTEMBER 30, 2020**

| | <u>Agency Fund</u> |
|------------------------|-----------------------------|
| Assets | |
| Cash and equivalents | <u><u>\$ 117,334</u></u> |
| Liabilities | |
| Assets held for others | <u><u>\$ 117,334</u></u> |
| Net Position | <u><u>\$ -</u></u> |

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

**UNION COUNTY TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(1) Summary of Significant Accounting Policies:

The accounting policies of the Union County Tax Collector (the “Office”) conform to generally accepted accounting principles as applicable to governments in the Governmental Accounting Standards Board (GASB) Codification. The following is a summary of the more significant policies.

(a) **Reporting entity**— 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. Union County, including the Office of the Tax Collector, was established by Chapter 8516, Laws of Florida in 1921. The Office is an integral part of Union County, the reporting entity for financial reporting purposes. The Office’s General Fund is combined with the Board of County Commissioners in the Union County, Florida, financial statements to properly reflect the county-wide General Fund. Other funds are shown separately in the appropriate sections of the county-wide financial statements.

(b) **Basis of presentation**—The Office’s financial statements are special-purpose financial statements that have been prepared for the purpose of complying with the Rules of the Auditor General of the State of Florida (the Rules). In conformity with the Rules, the Office has not presented the government-wide financial statements, the reconciliations to the government-wide statements or management’s discussion and analysis.

(c) **Fund accounting**—Accounts 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, as appropriate for each fund type. 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 focus of fund financial statements is on major funds, each displayed in a separate column.

The Office reports the following major governmental fund; there are no non-major governmental funds:

General Fund - The principal operating fund of the office. It is used to account for all financial resources, except those required to be accounted for in another fund.

Additionally, the Tax Collector reports the following fiduciary fund type:

Agency Fund - Used to account for assets held by the Office as an agent for individuals, private organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The Tax Collector’s Agency Fund is used to account for the collection and distribution of property taxes, sales tax, vehicle tags and titles, boat registrations and titles, fishing licenses, and driver’s licenses.

(d) **Measurement focus/basis of accounting**—All governmental funds are accounted for on a spending or current financial resources measurement focus and the modified accrual basis of accounting. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of “available spendable resources”. Their operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets and, accordingly, are said to present a summary of sources and uses of “available spendable resources” during a period.

UNION COUNTY TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020

(1) **Summary of Significant Accounting Policies:** (Continued)

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied. All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. The Office considers revenues to be available if they are collected within 90 days of the end of the current fiscal period.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, principal and interest on general long-term debt are recognized when due.

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

(f) **Capital assets and long-term liabilities**—Capital assets used by the Office are capitalized (recorded and accounted for) by the Union County Board of County Commissioners.

Depreciation is reported for the primary government using the straight-line method calculated on a service-life basis to amortize the cost of the asset over their estimated economic useful lives, which are as follows:

| <u>Assets</u> | <u>Useful Lives</u> |
|---------------------------|---------------------|
| Building and improvements | 20 years |
| Computer software | 3 – 10 years |
| Machinery and equipment | 3 – 20 years |

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the financial statements of the County.

(g) **Accounts payable**—Accounts payable balances in the general fund are primarily payable to third-party vendors for goods provided and services rendered.

(h) **Compensated absences**—The Office follows generally accepted accounting principles in accounting for accrued compensated absences. The Office allows limited vesting of unused employee leave time. Since the annual and sick leave liability is considered long-term, it is recorded in the government-wide financial statements of the County. Compensated absences are expected to be paid out of the General Fund of the Office and this practice is expected to continue in the future. The Office kept compensated absence records for the hours earned, used and available.

(i) **Fund balance**—Fund balance for governmental funds report classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in the funds may be spent. In as much as the Tax Collector is a county constitutional officer, any funds remaining at the end of the fiscal year are returned to the Board of County Commissioners. Unassigned fund balance represents funds available for spending at the government's discretion.

**UNION COUNTY TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(1) Summary of Significant Accounting Policies: (Continued)

The Office does not have a formal written policy regarding whether restricted or unrestricted amounts are considered to be spent when an expenditure for purposes for which both restricted and unrestricted fund balances are available. However, it has been the Office's general practice when expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available; the Office considers restricted funds to have been spent first. When expenditure is incurred for which committed, assigned or unassigned fund balances are available, the Office considers amounts to have been spent first out of committed funds, then assigned funds, and lastly unassigned funds, as needed.

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

(2) Budgets and Budgetary Accounting:

Governmental fund revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with the Florida Statutes. An annual budget was adopted for the General Fund. All budget amounts presented in the accompanying special-purpose financial statements have been adjusted for legally authorized amendments of the annual budget for the year. The annual budget is monitored at varying levels of classification detail. However, for purposes of budgetary control, expenditures cannot legally exceed the total budget appropriations at the individual fund level. All appropriations lapse at year-end.

(3) Investments:

Florida Statutes authorize the Office to invest in bonds, notes or other obligations of the U.S. Government, certificates of deposits, repurchase agreements, certain bonds of any State or local government unit and the State Treasurer's Investment Pool.

Interest Rate Risk. The Office does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of Credit Risk. The Office places no limit on the amount the Office may invest in any one issuer. The Office maintained 100-percent of excess deposits in a checking account with a local financial institution subject to Federal Depository Insurance Corporation (FDIC) insurance, and/or the State of Florida collateral pool established under the Florida Security for Public Deposits Act (the Act).

(4) Risk Management:

The County purchased commercial insurance to limit the exposure of the following risks of loss: theft of, damage to, and destruction of assets; natural disasters and injuries to employees. Commercial insurance has been purchased by the Office to cover the risks of loss due to employee errors or omissions and health insurance. Settled claims resulting from all risks have not exceeded insurance coverage in any of the past three years.

(5) Long-term Liabilities:

A summary of changes in long-term liabilities for the fiscal year ended September 30, 2020, follows:

| | <u>Beginning Balance</u> | <u>Additions</u> | <u>Reductions</u> | <u>Ending Balance</u> | <u>Due Within One Year</u> |
|----------------------|------------------------------|------------------|-------------------|---------------------------|--------------------------------|
| Compensated absences | \$ 3,941 | \$ 5,688 | \$ (3,625) | \$ 6,004 | \$ 4,228 |

**UNION COUNTY TAX COLLECTOR
NOTES TO SPECIAL-PURPOSE FINANCIAL STATEMENTS
SEPTEMBER 30, 2020**

(6) Pension Plan:

The entity participates in the Florida Retirement System (FRS), a multiple-employer, cost sharing defined public employee retirement system which covers all of the Office's full-time employees. The System is administered by the State of Florida, Department of Administration, Division of Retirement to provide retirement and survivor benefits to participating public employees. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. The FRS is a single retirement system administered by the Department of Management Services, Division of Retirement, and consists of two cost-sharing, multiple-employer retirement plans and other nonintegrated programs. These include a defined-benefit pension plan (Plan), with a Deferred Retirement Option Program (DROP), and a defined-contribution plan, referred to as the FRS Investment Plan (Investment Plan).

In addition, all regular employees of the entity are eligible to enroll as members of the Retiree Health Insurance Subsidy (HIS) Program. The HIS is a cost-sharing, multiple-employer defined benefit pension plan established and administered in accordance with section 112.363, Florida Statutes. The benefit is a monthly payment to assist retirees of the state-administered retirement systems in paying their health insurance costs. For the fiscal year ended September 30, 2020, eligible retirees and beneficiaries received a monthly HIS payment equal to the number of years of service credited at retirement multiplied by \$5. The minimum payment is \$30 and the maximum payment is \$150 per month, pursuant to section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under one of the state-administered retirement systems must provide proof of eligible health insurance coverage, which can include Medicare.

For financial reporting purposes, the Office is deemed to be part of the primary government of Union County, Florida. A liability related to the Office's proportionate share of FRS retirement benefits, along with a detailed plan description, is reported in the financial statements of the County for the fiscal year ended September 30, 2020.

REQUIRED SUPPLEMENTARY INFORMATION

UNION COUNTY TAX COLLECTOR
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020

| | Budgeted Amounts | | | Variance with Final Budget - Positive (Negative) |
|--|-------------------------|------------------|-----------------|---|
| | Original | Final | Actual | |
| Revenues | | | | |
| Charges for services | \$ 236,033 | \$ 236,033 | \$ 231,092 | \$ (4,941) |
| Miscellaneous revenue | - | - | 472 | 472 |
| Total revenues | 236,033 | 236,033 | 231,564 | (4,469) |
| Expenditures | | | | |
| General government | 354,620 | 354,620 | 331,491 | 23,129 |
| Excess (deficiency) of revenues over expenditures | (118,587) | (118,587) | (99,927) | 18,660 |
| Other financing sources (uses) | | | | |
| Appropriations from Board of County Commissioners | 118,587 | 118,587 | 118,587 | - |
| Reversion to Board of County Commissioners | - | - | (18,660) | (18,660) |
| Total other financing sources (uses) | 118,587 | 118,587 | 99,927 | (18,660) |
| Net change in fund balance | - | - | - | - |
| Fund balance, beginning of year | - | - | - | - |
| Fund balance, end of year | \$ - | \$ - | \$ - | \$ - |

The accompanying note to schedule of revenues, expenditures, and changes in fund balance - budget to actual - general fund is an integral part of this schedule.

**UNION COUNTY TAX COLLECTOR
NOTE TO SCHEDULE OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES – BUDGET AND ACTUAL –
GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2020**

(1) Budgetary Information:

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

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

- a) The preparation, adoption and amendment of the budgets are governed by Florida Statutes. Public hearings are conducted to obtain taxpayer comments.
- b) Budget excess expenditures over revenues are funded through appropriations from the Board of County Commissioners.
- c) Formal budgetary integration is employed as a management control device during the year for the General Fund. The legal level of budgetary control is the fund level.
- d) The budgets for the funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America.

ADDITIONAL INFORMATION

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

The Honorable Lisa B. Johnson, Tax Collector,
Union County, Florida:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the general fund of the Union County Tax Collector (the Office) as of and for the year ended September 30, 2020, and the related notes to the financial statements, which collectively comprise the Union County Tax Collector's special-purpose financial statements, and have issued our report thereon dated June 16, 2021, which was modified to refer to a basis of accounting required for compliance with state filing requirements, and for other reasons.

Internal Control over Financial Reporting

In planning and performing our audit of the special-purpose financial statements, we considered the Office's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the special-purpose financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Office's internal control. Accordingly, we do not express an opinion on the effectiveness of the Union County Tax Collector's internal control.

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

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

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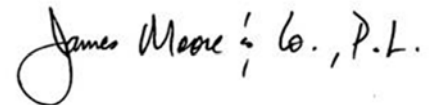
2477 Tim Gamble Place, Suite 200
Tallahassee, FL 32308-4386
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Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in black ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

**INDEPENDENT AUDITORS' MANAGEMENT LETTER REQUIRED BY
CHAPTER 10.550, RULES OF THE STATE OF FLORIDA, OFFICE OF THE
AUDITOR GENERAL**

The Honorable Lisa B. Johnson, Tax Collector,
Union County, Florida:

We have audited the financial statements of the Union County Tax Collector (the Office), as of and for the fiscal year ended September 30, 2020, and have issued our report thereon dated June 16, 2021.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of Special-Purpose Financial Statements Performed in Accordance with *Government Auditing Standards*, and Independent Accountant's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated June 16, 2021, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings or recommendations made in the preceding financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The Union County 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. Union County, including the Office of the Tax Collector, was established by Chapter 8516, Laws of Florida in 1921. There are no component units of the Union County Tax Collector to be disclosed as required by accounting principles generally accepted in the United States of America.

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Financial Management

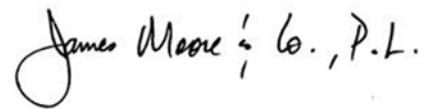
Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Union County Tax Collector, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "James Moore & Co., P.L.". The signature is written in a cursive, flowing style.

Gainesville, Florida
June 16, 2021

INDEPENDENT ACCOUNTANTS' EXAMINATION REPORT

The Honorable Lisa B. Johnson, Tax Collector,
Union County, Florida:

We have examined the Union County Tax Collector's (the Office) compliance with Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2020. Management is responsible for the Office's compliance with those requirements. Our responsibility is to express an opinion on the Office's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Office complied with Section 218.415, Florida Statutes, *Local Government Investment Policies*, for the year ended September 30, 2020, in all material respects. An examination involves performing procedures to obtain evidence about the Office's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of risks of material noncompliance with those requirements, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, the Union County Tax Collector complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2020.

Gainesville, Florida
June 16, 2021

