

17

FISCAL YEAR

18



CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

COMPREHENSIVE ANNUAL FINANCIAL REPORT



COMPREHENSIVE ANNUAL FINANCIAL REPORT

of the

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
BARTOW, FLORIDA**

for the

FISCAL YEAR ENDED SEPTEMBER 30, 2018

Prepared by

**Patricia M. Steed
Executive Director**

**Tami Hulse
Finance Director**

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INTRODUCTORY SECTION



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November 30, 2018

Honorable Members of the Central Florida Regional Planning Council and Citizens of DeSoto County, Hardee County, Highlands County, Okeechobee County and Polk County, Florida:

It is our pleasure to present this Comprehensive Annual Financial Report for the Central Florida Regional Planning Council for the fiscal year ended September 30, 2018. The organization, form and contents of this report plus the accompanying financial statements and statistical tables are prepared in accordance with the requirements of the Governmental Accounting Standards Board, the American Institute of Certified Public Accountants, and the Governmental Finance Officers Association.

We have prepared this report and assume full responsibility for the completeness and accuracy of the information presented herein. In an effort to provide assurance that financial data incorporated into this report is as accurate as possible, we have adopted internal control procedures which are intended to ensure that financial transactions are recorded in a manner that is consistent with generally accepted accounting principles. These internal control procedures are also intended to prevent loss of assets due to theft or mismanagement. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met.

Chapter 218.39 Florida Statutes requires that all local governmental entities shall have an annual financial audit of its accounts and records by an independent certified public accountant. The Council has contracted with CliftonLarsonAllen LLP to conduct the audit for the year ended September 30, 2018. The auditors' report, which indicates that the financial statements included in this document are free from material misstatement and are fairly presented in conformity with generally accepted accounting principles, appears on page six of this report.

Readers of this report are encouraged to read the Management's Discussion and Analysis (MD&A) report. The MD&A provides a narrative introduction, overview and analysis of the basic financial statements. The MD&A can be found on page nine, immediately following the independent auditors' report. This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it.

Profile of the Central Florida Regional Planning Council

The Central Florida Regional Planning Council is a political subdivision of the State of Florida and is an association of local governments consisting of DeSoto County, Hardee County, Highlands County, Okeechobee County and Polk County. The Council was created by the authority of 120.53(1) Florida Statutes in 1973 and is currently reorganized under Chapter 186, Florida Statutes.

The governing body consists of twelve elected officials from our member local governments and six governor appointees. A listing of all members of the governing body as of September 30, 2018 can be found on page five. The Council employs a full-time Executive Director to run the day-to-day operations of the entity. Page five of this report presents the Organizational Chart for the Council. The services provided to our region include planning services, transportation services, emergency management, and grant administration services.

The Council is a planning and public policy agency which works with public and private leadership in the Central Florida Region to achieve a vibrant and resilient future. Our primary mission is to provide support to the citizens and local governments of our region and to seek ways to improve the quality of

life of its citizens.

The CFRPC is one of ten regional planning councils in the state of Florida due to changes in state statutes effective in May 2015. CFRPC remains the only totally inland region which is sometimes known as the Heartland region of Florida.

The CFRPC adopts an annual budget that serves as the foundation for financial planning and control. The Council maintains budgetary controls to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the Council's governing body. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is on the departmental level and is reported by function.

Local Economy

In 2017, the average unemployment rate for our region was 5.3%. As of September 2018, the average 2018 unemployment rate for our region has improved to 4.3%. There was significant job growth in the education, health care, and service industries. Traditionally, phosphate mining, citrus production, and cattle farming (all industries based on natural resources) have been among the region's most important industries; although a large amount of land is still used by these industries, they now account for only a small share of total employment. The industry structure of the region reflects a shift, over the last few decades, from a goods-producing economy to a service-based economy. While the agricultural and mining industries were formerly the largest employers in the region, the greatest number of jobs are now in service-providing industries such as retail trade, education, and health care.

The economic outlook of the region has begun to improve in most communities; the CFRPC continues to work within available resources and to find cost effective ways to serve local government needs.

Acknowledgements

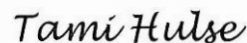
We would like to thank the staff of the Council for their respective roles in coordinating the many activities of the Council on a daily basis. We would also like to thank the external auditors, CliftonLarsonAllen LLP, for their cooperation and assistance during our annual audit and preparation of the Comprehensive Annual Financial Report of the Council.

We express appreciation to the Members of the Council for their continuing support and for the leadership they have provided to our region. This report reflects the favorable financial condition of the Council and we are proud to present it to you.

Sincerely,



Patricia M. Steed
Executive Director



Tami Hulse
Finance Director



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Central Florida
Regional Planning Council**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2016

Christopher P. Monill

Executive Director/CEO

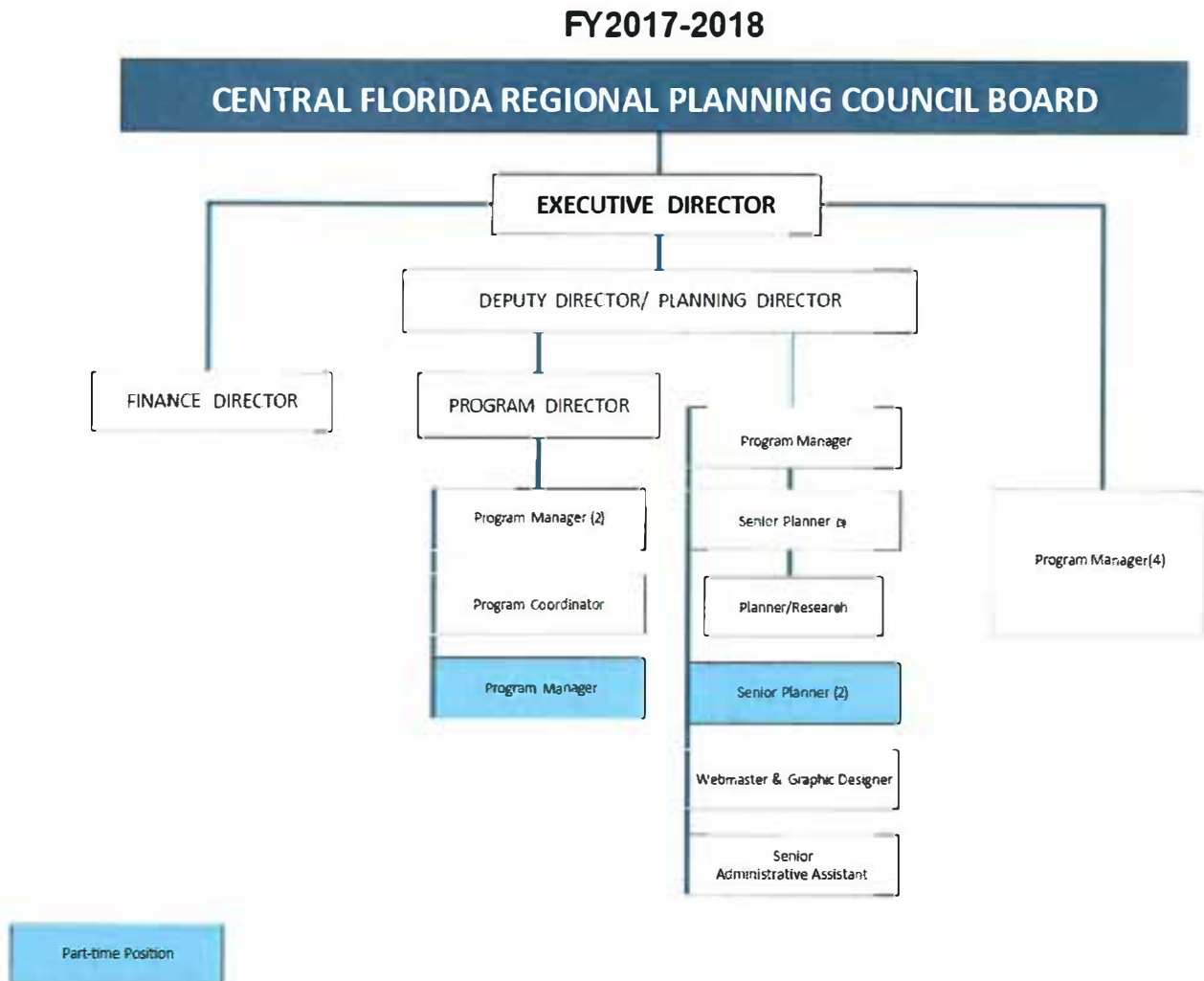
* CFRPC has applied for the September 30, 2017 Certificate of Achievement for Excellence in Financial Reporting, but it has not been received as of the issuance date. The most recent Certificate is included.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
COUNCIL MEMBERS
As of September 30, 2018**

<u>Council Member and Position</u>	<u>Executive Committee Member</u>	<u>Elected or Non- Elected Official</u>
Morris West City of Haines City Commission, Ridge Leagues of Cities	No	Elected
Gary Ritter Okeechobee City Council	Yes	Elected
Mike Thompson, Chair Hardee County Commission	Yes	Elected
Don Elwell Highlands County Commission	Yes	Elected
Keith Keen Arcadia City Council	No	Elected
Buddy Mansfield DeSoto County Commission	Yes	Elected
Jacqueline Tucker DeSoto County Gubernatorial Appointee	Yes	Non-Elected
Neda Cobb, Vice Chair Wauchula City Council	Yes	Elected
John Shoop Sebring City Council	No	Elected
Hazel Sellers Polk County Gubernatorial Appointee	No	Non-Elected *
Jeff Kincart Polk County Gubernatorial Appointee	No	Non-Elected
Chet Huddleston Hardee County Gubernatorial Appointee	No	Non-Elected
Nathaniel Birdsong Winter Haven City Commission	No	Elected
Donna Howerton Highlands County Gubernatorial Appointee	No	Non-Elected *
Bill Read Lakeland City Commission	Yes	Elected
Melony M. Bell Polk County Commission	Yes	Elected
Bryant Culpepper Okeechobee County Commission	No	Elected
Vacant Okeechobee County Gubernatorial Appointee	No	Non-Elected

* Council members who hold other elective offices not member local governments representing cities or counties.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
ORGANIZATIONAL CHART
As of September 30, 2018**



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FINANCIAL SECTION



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CliftonLarsonAllen LLP
CLAAconnect.com

INDEPENDENT AUDITORS' REPORT

To the Council
Central Florida Regional Planning Council
Bartow, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of Central Florida Regional Planning Council, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the entity's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

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

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

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

To the Council
Central Florida Regional Planning Council

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of Central Florida Regional Planning Council as of September 30, 2018, and the respective changes in financial position and the budgetary comparison for the major fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 9-13 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 Central Florida Regional Planning Council's basic financial statements. The schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is also presented for purposes of additional analysis and is not a required part of the basic financial statements.

The 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 section, statistical section, unaudited schedule of revenues and expenditures – by program, and unaudited schedule of indirect costs 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 it.

To the Council
Central Florida Regional Planning Council

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 30, 2018, on our consideration of Central Florida Regional Planning Council's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Central Florida Regional Planning Council's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Central Florida Regional Planning Council's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

CliftonLarsonAllen LLP

Lakeland, Florida
November 30, 2018

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

The Management's Discussion and Analysis section is a narrative overview and analysis of the financial activities for the Central Florida Regional Planning Council (the Council) for the fiscal year ended September 30, 2018. Readers are encouraged to read the Management's Discussion and Analysis in conjunction with the Council's audited financial statements and other supplementary information.

Financial Highlights for the Year Ended September 30, 2018

- The assets of the Council exceeded liabilities at the close of the fiscal year by \$1,655,307. Unrestricted net position totaled \$765,582 and may be used to meet the Council's ongoing obligations. The remaining investment in capital assets, which were \$889,725 and are comprised of the Council's property and equipment net of accumulated depreciation.
- There was an increase in net position of \$268,855, which is the amount by which total revenues exceed total expenses.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Council's basic financial statements. The Council's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The presentation of government-wide financial statements reconciled with fund financial statements gives the reviewer two different perspectives of the Council's financial activities. In addition to the basic financial statements, other supplementary information is provided which is intended to enhance the understanding of the financial activities of the Council.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide reviewers with a broad overview of the Council's finances in a manner similar to a private-sector business and can be found on pages 14 and 15 of this report. The government-wide financial statements provide short and long-term information about the Council's financial status as a whole. These statements are reported on the accrual basis of accounting.

The Statement of Net Position presents information on all of the Council's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Council is improving or deteriorating.

The Statement of Activities presents information showing how the Council's net position changed during the fiscal year presented. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been grouped together for specific activities or objectives. The Council, like state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements such as Florida Statutes or the Council's interlocal agreement.

Governmental funds are used to account for 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 short-term inflows and outflows of resources, as well as on balances of available resources at the end of the fiscal year.

The Council maintains one governmental fund, the General Fund. The General Fund Balance Sheet includes only short-term assets and liabilities. The General Fund Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual includes capital outlay expenditures and excludes depreciation expense and changes in certain long-term liabilities.

Since 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, the reader may better understand the long-term impact of the government's near-term financing decisions. Reconciliations of the fund financial statements to the government-wide financial statements can be found on pages 17 and 19 of this report.

The Council adopts an annual budget each fiscal year for the General Fund. To demonstrate compliance with the adopted budget, the General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget to Actual shows the variance between the final budget and actual revenues and expenditures. Changes to the original budget and actual variances from the final budget are listed on page 18.

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. The notes to the financial statements are located on pages 20 through 28 of this report.

Additional Information

Additional information about the Council, which may be of interest to the reviewer, is found under the Management Letter section of this report.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

Government-Wide Financial Analysis

The following schedule provides a summary of assets, liabilities and net position and changes in net position of the Council and the change in the ending balances from the prior year.

	2018	2017	Increase (Decrease)
Current and other assets	\$ 1,333,018	\$ 1,525,236	\$ (192,218)
Capital assets	889,725	607,089	282,636
Total assets	<u>2,222,743</u>	<u>2,132,325</u>	<u>90,418</u>
Other liabilities	436,097	617,171	(181,074)
Long-term liabilities	131,339	128,702	2,637
Total liabilities	<u>567,436</u>	<u>745,873</u>	<u>(178,437)</u>
Investment in capital assets	889,725	607,089	282,636
Unrestricted	765,582	779,363	(13,781)
Total net position	<u>\$ 1,655,307</u>	<u>\$ 1,386,452</u>	<u>\$ 268,855</u>

Assets and Liabilities and Net Position

At September 30, 2018, the Council reported assets in the amount of \$2,222,743. A significant portion of the Council's assets are classified as current and other assets. Current and other assets at year end included cash of \$362,041, receivables of \$733,916, unbilled revenue of \$205,758, prepaid items of \$22,201 and investments valued at \$9,102. The decrease in current assets is attributable to a decrease in receivables at the end of the fiscal year.

The remaining assets, in the amount of \$889,725, are the Council's investment in capital assets. Capital assets of the Council include building and building improvements, computer equipment, furniture, operating equipment, and vehicles. Additions to capital assets for the fiscal year totaled \$409,043 and the addition to accumulated depreciation was \$126,407. Capital assets are not available for future spending.

The Council reported liabilities totaling \$567,436 which are comprised of \$320,714 of expenses to be paid, \$47,581 of unearned revenues, \$53,209 of accrued payroll liabilities and \$145,932 of compensated absences.

Net position may serve over time as one useful indicator of a government's financial condition. The Council's total net position increased by \$268,855 for the fiscal year ended September 30, 2018.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

The following schedule provides a detail of the increase in net position for the fiscal year.

	<u>2018</u>	<u>2017</u>	<u>Increase (Decrease)</u>
Revenues			
Program Revenues			
Charges for Services	\$ 544,682	\$ 528,852	\$ 15,830
Operating Grants and Contributions	2,334,258	2,724,141	(389,883)
Capital Grants and Contributions	372,787	140,066	232,721
General Revenues			
Member Assessments	255,631	209,068	46,563
Investment Income	1,018	927	91
Other Income	12,000	11,000	1,000
Total Revenues	<u>3,520,376</u>	<u>3,614,054</u>	<u>(93,678)</u>
Program Expenses			
Planning Services	769,464	1,547,539	(778,075)
Transportation Services	2,228,624	1,840,994	387,630
Emergency Management	253,433	142,668	110,765
Total Expenses	<u>3,251,521</u>	<u>3,531,201</u>	<u>(279,680)</u>
Change in Net Position	268,855	82,853	186,002
Net Position - Beginning	1,386,452	1,303,599	82,853
Net Position - Ending	<u>\$ 1,655,307</u>	<u>\$ 1,386,452</u>	<u>\$ 268,855</u>

Revenues

Total revenues for fiscal year 2018 were \$3,520,376, which was a decrease of 3% from \$3,614,054 in fiscal year 2017.

Program revenues accounted for approximately 92% of total revenues for the fiscal year ended September 30, 2018. These include revenues for charges for services and operating grants for Planning Services, Transportation Services, Capital grants and Contributions for Transportation Services, and Emergency Management.

Planning Services increased from \$528,852 in fiscal year 2017 to \$544,682 in fiscal year 2018.

General Revenues increased to \$268,649 in fiscal year 2018 from \$220,995 in fiscal year 2017. The main source of General Revenues comes from Member Assessments. In fiscal year 2018 Member Assessments totaled \$255,631 increasing from Fiscal Year 2017. Member Assessments are calculated at 30 cents per capita for each member county, with capita based on the Bureau of Economic and Business Research's (BEBR) annual population estimates.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended September 30, 2018**

Expenses

Total expenses decreased by \$279,680 in the current year to \$3,251,521 from \$3,531,201 in fiscal year 2017. Planning Services expenses decreased by \$788,075. Transportation Services expenses increased by \$387,630 during the fiscal year. Emergency Management expenses increased by \$110,765 which was caused by the additional need for outside contractors to assist the Council in performing training.

Capital Asset Activity

The Council's investment in capital assets at September 30, 2018, amounted to \$839,725 (net of accumulated depreciation). This investment in capital assets includes land, building and improvements, computer equipment, operating equipment, furniture, and vehicles. During the year the Council invested \$409,043 in capital improvements and assets. Additional information on the Council's capital assets can be found in the Notes to the Financial Statements, Note B on page 25.

Budgetary Highlights

The Council's original budget for fiscal year 2018 included \$3,319,270 in revenues and \$3,319,270 in expenditures. The original budget included using \$0 from fund balance. The Council revised its original budget for fiscal year 2018 to reflect anticipated increases in local and federal funding by increasing the budgeted revenues to \$3,520,376. Line items within the expense budget were adjusted based upon year to date actual expenses. The final expense budget totaled \$3,516,927, which included adding \$3,449 to fund balance.

The comparison of original budget, final budget and actual expenses for the fiscal year ending September 30, 2018 can be found on page 18 of the financial statements.

Requests for Information

This report is only to provide an overview of the Council's financial activities. Questions concerning any of the information found in this report or requests for additional information should be directed to the Finance Director at 555 East Church Street, Bartow, Florida 33830.

BASIC FINANCIAL STATEMENTS



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CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
STATEMENT OF NET POSITION
September 30, 2018

ASSETS

Cash	\$ 362,041
Investments	9,102
Accounts receivable	733,916
Unbilled revenue	205,758
Prepaid items	22,201
Capital assets not being depreciated-Land	50,000
Capital assets, net of accumulated depreciation of \$1,415,777	839,725
Total assets	<u>2,222,743</u>

LIABILITIES

Accounts payable	320,714
Accrued payroll liabilities	53,209
Unearned revenues	47,581
Current portion of accrued compensated absences	14,593
Noncurrent liabilities:	
Long-term portion of accrued compensated absences	131,339
Total liabilities	<u>567,436</u>

NET POSITION

Investment in capital assets	889,725
Unrestricted	765,582
Total net position	<u>\$ 1,655,307</u>

The accompanying notes are an integral part of these financial statements.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
STATEMENT OF ACTIVITIES
For the Year Ended September 30, 2018

Functions/Programs	Expenses	Charges for Services	Program Revenues		Net (Expense)
			Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Change in Net Position
Governmental Activities:					
Planning Services	\$ 769,464	\$ 517,343	\$ 190,945	\$ -	\$ (61,176)
Transportation Services	2,228,624	-	1,950,446	372,787	94,609
Emergency Management	253,433	27,339	192,867	-	(33,227)
Total Governmental Activities	<u>3,251,521</u>	<u>544,682</u>	<u>2,334,258</u>	<u>372,787</u>	<u>206</u>
Total Primary Government	<u>\$ 3,251,521</u>	<u>\$ 544,682</u>	<u>\$ 2,334,258</u>	<u>\$ 372,787</u>	<u>\$ 206</u>
			General Revenues:		
			Member Assessments		255,631
			Investment Income		1,018
			Other Income		12,000
			Total General Revenues		<u>268,649</u>
			Change in Net Position		268,855
			Net Position - Beginning		1,386,452
			Net Position - Ending		<u>\$ 1,655,307</u>

The accompanying notes are an integral part of these financial statements.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
GENERAL FUND BALANCE SHEET
September 30, 2018

ASSETS

Cash	\$ 362,041
Investments	9,102
Accounts receivable	733,916
Unbilled revenue	205,758
Prepaid items	22,201
Total assets	<u>\$ 1,333,018</u>

LIABILITIES

Accounts payable	\$ 320,714
Accrued payroll liabilities	53,209
Unearned revenues	47,581
Total liabilities	<u>421,504</u>

FUND BALANCE

Nonspendable	22,201
Unassigned	889,313
Total fund balance	<u>911,514</u>
Total liabilities and fund balance	<u>\$ 1,333,018</u>

The accompanying notes are an integral part of these financial statements.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
RECONCILIATION OF THE GENERAL FUND BALANCE SHEET
TO THE STATEMENT OF NET POSITION
September 30, 2018**

Total Fund Balance - General Fund **\$ 911,514**

Amounts reported in the statement of net position are different because:

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

Governmental capital assets	2,305,504	
Less accumulated depreciation	<u>(1,415,779)</u>	889,725

Accrued compensated absences are a long-term liability which is not due and payable in the current period and therefore is not reported in the fund. (145,932)

Net position of governmental activities **\$ 1,655,307**

The accompanying notes are an integral part of these financial statements.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE – BUDGET TO ACTUAL
For the Year Ended September 30, 2018**

	Original Budget	Final Budget	Actual
Revenues:			
Member assessments	\$ 255,631	\$ 255,631	\$ 255,631
Local and other	705,338	743,803	743,803
State grants and contracts	203,647	262,994	262,994
Federal grants	<u>2,154,654</u>	<u>2,257,948</u>	<u>2,257,948</u>
Total revenues	<u>3,319,270</u>	<u>3,520,376</u>	<u>3,520,376</u>
Expenditures:			
Salaries and fringe benefits	1,710,883	1,658,287	1,658,287
Consultants	90,841	159,926	159,926
Transportation for the disadvantaged	885,000	982,423	982,423
Accounting and payroll services	1,500	1,410	1,410
Advertising	5,500	10,370	10,370
Audit	23,200	22,900	22,900
Auto	15,500	15,328	15,328
Building security	450	530	530
Dues and fees	37,000	36,238	36,238
Equipment expense	9,000	10,657	10,657
File management	3,500	3,536	3,536
Insurance	31,500	33,494	33,494
Janitorial	12,000	10,947	10,947
Legal	31,200	33,600	33,600
Meeting expense	5,500	5,399	5,399
Miscellaneous	1,000	1,849	1,849
Office supplies	15,000	12,340	12,340
Postage and delivery	3,500	657	657
Printing	6,500	5,884	5,884
Repair and maintenance	6,500	7,945	7,945
Technology supplies and equipment	25,000	19,975	19,975
Telephone	10,000	10,793	10,793
Travel and registration fees	50,000	54,435	54,435
Utilities	10,000	8,961	8,961
Capital outlay	<u>329,196</u>	<u>409,043</u>	<u>409,043</u>
Total expenditures	<u>3,319,270</u>	<u>3,516,927</u>	<u>3,516,927</u>
Net change in fund balance		3,449	3,449
Fund balance - beginning of year	908,065	908,065	908,065
Fund balance - end of year	<u>\$ 908,065</u>	<u>\$ 911,514</u>	<u>\$ 911,514</u>

The accompanying notes are an integral part of these financial statements.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
RECONCILIATION OF THE GENERAL FUND STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE TO THE STATEMENT OF
ACTIVITIES
For the Year Ended September 30, 2018**

Net change in governmental fund balance **\$ 3,449**

Amounts reported 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 useful lives as depreciation expense. The amount of depreciation expense exceeded the capital outlay expenditures in the current period.

Capital Outlay	409,043	
Depreciation Expense	(126,407)	282,636

Accrued compensated absences expenses are reported on the statement of activities and do not require the use of current financial resources. The change in accrued compensated absences is not reported as an expenditure in governmental funds.

(17,230)

Increase in net position **\$ 268,855**

The accompanying notes are an integral part of these financial statements.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended September 30, 2018

A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Central Florida Regional Planning Council (the Council) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB). The following is a summary of the significant accounting policies.

Reporting Entity

The Council is an association of local governments in DeSoto, Hardee, Highlands, Okeechobee and Polk counties in the State of Florida. Its purpose is to advise and represent local governments in matters of comprehensive planning, to administer programs funded by state and federal grant programs, and to define, promote and preserve regional resources. The Council was created by the authority of 120.53(1) 160 Florida Statutes in 1973, currently reorganized under Chapter 186, Florida Statutes. The Council operates under 29G-4.001 of the Florida Administrative Code. The governing body consists of twelve elected officials and six governor appointees.

This report includes the financial statements of all funds required to account for those financial activities that are related to the Council and are controlled by or dependent upon the Council Members. Control or dependence upon the Council is determined on the basis of the governing authority, budget adoption, funding and state statutes. Based upon the principles set forth in accounting principles generally accepted in the United States of America, the Council is an oversight unit with no component units.

Government-Wide and Fund Financial Statements

The government-wide financial statements consist of a Statement of Net Position and a Statement of Activities. The Statement of Net Position reports all financial and capital resources. The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues are charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function, and grants and contributions that are restricted to meeting the operational or capital requirements of a particular function.

Governmental Fund Type

Governmental fund types are those funds through which most governmental functions are financed. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used; current liabilities are assigned to the fund from which they are paid; and the difference between governmental fund assets and liabilities, the fund equity, is referred to as "fund balance." The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The Council's major governmental fund, the General Fund, is the general operating fund of the Council.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended September 30, 2018

A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Measurement Focus and Basis of Accounting

The government-wide financial statements, the Statement of Net Position and the Statement of Activities, are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues from intergovernmental sources shall be recognized in the fiscal year in which all eligibility requirements have been met. Revenues from all other sources shall be recognized when measurable and available. Revenues will be deemed available if they are collected within 90 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

In applying the accrual concept to intergovernmental revenues, the legal and contractual requirements of the individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the Council; therefore, revenues are recognized based upon the expenditures recorded and the availability criteria. In the other, monies are virtually unrestricted as to purpose of expenditure, and are usually revocable only for failure to comply with prescribed requirements. These resources are reflected as revenues at the time of receipt, or earlier if the accrual criteria are met. Miscellaneous revenues are recorded as revenue when received.

Cash

The Council's cash deposits at September 30, 2018 were entirely insured under federal depository insurance or guaranteed by qualified public depositories in Florida pursuant to Chapter 280.07 Florida Statutes.

Investments

The Council holds some investments in an external investment pool, the Local Government Surplus Funds Trust Fund (State Pool). The State Pool is administered by the Florida State Board of Administration (SBA), who provides regulatory oversight.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended September 30, 2018

A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The Florida PRIME has adopted operating procedures consistent with the requirements for a SEC 2a-7 like fund (as defined in GASB 31), therefore the account balance should be considered the amortized cost of the investment. The Florida PRIME is rated by Standard & Poor's. The current rating is AAAm. The weighted average days to maturity (WAM) of the Florida PRIME at September 30, 2018 was 49.5 days. A portfolio's WAM reflects the average maturity in days based on final maturity or reset date, in the case of floating rate instruments. WAM measures the sensitivity of the Florida Prime to interest rate changes.

The fair value of Council funds held in the State Board of Administration's Florida PRIME was \$9,102 as of September 30, 2018.

Accounts Receivable

Receivables include amounts due for services under various agreements which are due within one year.

Prepaid Items

Prepaid items are payments which have been made in the current period for expenses related to a future period.

Unbilled Revenue

Unbilled revenue includes amounts of expenditures that were incurred for reimbursement basis grants during the current period that were not requested until after the period had closed.

Capital Assets

Capital assets, which include property, building and equipment, are reported only in the government-wide financial statements. Capital assets are those acquired for general government purposes with an initial, individual cost equal to or more than \$750 and an estimated useful life of more than one year. Such assets are recorded at historical cost if purchased or constructed. Land is not depreciated. Maintenance, repairs and minor renovations are not capitalized.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended September 30, 2018

A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Capital Assets (continued)

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Building & Improvements	7 - 39
Furniture, Equipment & Vehicles	3 - 7

Accounts Payable

Payables include amounts due to vendors for services under various agreements which are due within one year.

Accrued Expenses

Accrued expenses include liabilities for accrued payroll and other accrued expenses.

Unearned Revenues

Unearned revenues are payments received before the related costs are incurred.

Accrued Compensated Absences

Accrued compensated absences represent the liability payable to employees for leave earned but not yet taken. The Council's current policy allows for employees to be paid out upon separation from the Council for the hours accrued for annual leave and sick leave paid at the employees current pay rate up to the maximum hours allowed by the Council's policies.

Net Position

Net position represents the difference between assets and liabilities in the government-wide financial statements. Investment in capital assets consist of capital assets, net of accumulated depreciation. Net position is reported as restricted when there are limitations imposed on their use either through resolution adopted by the Council or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. When allowed, restricted resources are used first to fund appropriations.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended September 30, 2018

A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Indirect Cost Allocation

Indirect costs are those costs incurred for a common or joint purpose benefiting more than one program and cannot be readily identified with a particular program. The Council's policy for determining which costs are direct and which are indirect follows the definition in Uniform Guidance. Indirect costs include occupancy, equipment rental and maintenance, legal expense, insurance, office supplies and depreciation. Using direct salaries as the cost base, indirect costs are allocated to programs on a prorated basis.

Budgetary Data

As allowed by GASB Statement No. 41, *Budgetary Comparison Schedules – Perspective Differences*, the Council presents budgetary comparisons in the General Fund Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the basic financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended September 30, 2018

B – CAPITAL ASSETS

The following is a summary of changes in capital assets for the year ended September 30, 2018:

	Balance 9/30/2017	Additions	Deletions	Balance 9/30/2018
Land	\$ 50,000	\$ -	\$ -	\$ 50,000
Building	535,408	1,819	-	537,227
Computer Equipment	99,388	9,846	(3,315)	105,919
Operating Equipment	13,132	3,810	(130)	16,812
Furniture	35,630	-	(56)	35,574
Vehicles	1,229,172	393,568	(62,768)	1,559,972
Total Depreciable	1,912,730	409,043	(66,269)	2,255,504
Accumulated Depreciation				
Building	275,943	17,115	-	293,058
Computer Equipment	55,211	10,225	(3,315)	62,121
Operating Equipment	11,632	1,929	(130)	13,431
Furniture	35,630	-	(56)	35,574
Vehicles	977,225	97,138	(62,768)	1,011,595
Total Accumulated Depreciation	1,355,641	126,407	(66,269)	1,415,779
Total Depreciable, Net of Depreciation	557,089	282,636	-	839,725
Total Capital Assets	<u>\$ 607,089</u>	<u>\$ 282,636</u>	<u>\$ -</u>	<u>\$ 889,725</u>

Depreciation on all TD vehicles is directly allocated to the transportation services program. Remaining depreciation is allocated to programs on a prorated basis, using direct salaries as the cost base.

C – UNEARNED REVENUE

Unearned revenue at September 30, 2018 consisted of the following:

Unearned DRI revenue	\$ 43,455
Unearned grant revenue	4,126
	<u>\$ 47,581</u>

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended September 30, 2018

D – LONG TERM LIABILITIES

The following is a summary of the changes in accrued compensated absences of the Council for the year ended September 30, 2018. As of September 30, 2018, the estimated current portion of accrued compensated absences is \$14,593.

Payable 9/30/2017	Additions	Deletions	Payable 9/30/2018
\$ 128,702	\$ 77,230	\$ (60,000)	\$ 145,932

E – RETIREMENT PLAN

The Council established a 457(b) deferred compensation retirement plan for the benefit of its employees. Employees may elect to defer compensation to the plan up to annual limits established by law. The Council matches employee deferrals based upon length of employment and individual employee deferral. The Council's contributions to the 457(b) retirement plan for the year ended September 30, 2018 were \$113,329.

F – OPERATING LEASES

The Council has entered into operating lease agreements for office equipment. Total expense for all operating lease agreements for the year ended September 30, 2018 was \$10,657. Minimum non-cancellable lease commitments are as follows:

2019	\$ 2,025
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G – RISK MANAGEMENT

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Council purchases commercial insurance coverage and surety bonds related to these risks. There have been no decreases in coverage nor have there been any settlements in excess of coverage in any of the prior three years.

The Council is also a member of the Florida Municipal Insurance Trust Fund through the Florida League of Cities, Inc. (the Trust). The Trust is a self-insurance program established to provide certain liability, casualty and property coverage to the participating units of local governments in Florida, pursuant to various provisions of Florida Statutes. The Council pays an annual premium to the Trust for its insurance coverage. The Trust is non-assessable and, therefore, the Council has no liability for future deficits of the Trust, if any.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended September 30, 2018

G – RISK MANAGEMENT (continued)

The Council leases vehicles to various carriers within the region to provide transportation disadvantaged and rural transit trips. The Council requires all Lessee's to carry liability coverage for all persons being transported in the vehicle and any employee operating the vehicle. Comprehensive and collision coverage is required for the full value of each vehicle leased. Proof of such insurance is required to be kept current with the Council.

H – FUND BALANCE REPORTING

The Council has adopted the provisions of Governmental Accounting Standards Board Statement No. 54 (GASB 54) *Fund Balance Reporting and Governmental Fund Type Definitions*, which requires governments to classify fund balance in governmental funds as nonspendable, restricted, committed, assigned, and unassigned. The intention of the GASB is to provide a more structured classification of fund balance and to improve the usefulness of fund balance reporting to the users of the Council's financial statements. GASB 54 provides for two major types of fund balances, which are nonspendable and spendable.

Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. In addition to the nonspendable fund balance, GASB 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- Restricted – fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- Committed – fund balances that contain self-imposed constraints of the government from its highest level of decision making authority, requiring an ordinance or resolution by the governing body.
- Assigned – fund balances that contain self-imposed constraints of the government to be used for a particular purpose. Assignments may be made by only the Executive Director.
- Unassigned – fund balances that are not constrained for any particular purposes.

The Council does not have a formal fund balance spending policy, however the Council's practice is to use restricted resources first, followed by the use of committed resources, assigned resources and unassigned resources.

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended September 30, 2018

H – FUND BALANCE REPORTING (continued)

The classifications of fund balance are reviewed annually during the preparation of the Comprehensive Annual Financial Report by the Finance Director based on the definitions above. Recommendations are made to the Executive Director and Council for classification of funds for assigned fund balance and committed fund balance, respectively. Funds to be classified as committed require a resolution to be approved by the Council to commit and un-commit the funds to the classification. Funds to be classified as assigned require Executive Director approval.

The Council has classified its fund balance within the following hierarchy:

	<u>General Fund</u>
Nonspendable	
Prepaid Items	\$ 22,201
Unassigned	<u>889,313</u>
Total Fund Balance	<u><u>\$ 911,514</u></u>

STATISTICAL SECTION



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STATISTICAL SECTION (UNAUDITED)

The statistical data of the Central Florida Regional Planning Council's Comprehensive Annual Financial Report presents detailed information for the purposes of understanding what the information in the financial statements, note disclosures and supplementary information says about the Council's overall financial condition.

Financial Trends

These schedules contain trend information to help the reader understand how the Council's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the Council's most significant local governmental revenue source, member assessments.

Debt Capacity

These schedules present information to help the reader assess the affordability of the Council's current levels of outstanding debt and the Council's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Council's the financial activities take place.

Operating Information

These schedules contain additional data to help the reader understand how the information in the Council's financial report relates to the services the Council provides and the activities it performs.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NET FINANCIAL POSITION
LAST TEN FISCAL YEARS
(accrual basis)**

Fiscal Year	Net Investment in Capital Assets	Governmental Activities		Total Net Position
		Restricted	Unrestricted	
2009	810,424		728,059	1,538,483
2010	770,619		783,079	1,553,698
2011	754,387		779,244	1,533,631
2012	703,713		965,469	1,669,182
2013	634,324	19,000	924,903	1,578,227
2014	513,437	19,000	753,545	1,285,982
2015	609,988		749,383	1,359,371
2016	514,395		789,204	1,303,599
2017	607,084		779,368	1,386,452
2018	889,725		765,582	1,655,307

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
CHANGE IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis)**

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Expenses										
Governmental Activities:										
General Government	2,646,830	2,725,875	2,977,187	3,790,916	3,522,675	3,065,349	2,695,200	3,239,881	3,531,201	3,251,521
Total Governmental Activities:	2,646,830	2,725,875	2,977,187	3,790,916	3,522,675	3,065,349	2,695,200	3,239,881	3,531,201	3,251,521
Program Revenues										
Governmental Activities:										
Charges for Services	1,095,453	795,607	675,236	1,068,762	818,306	506,051	580,454	693,876	510,618	544,682
Operating Grants and Contributions	1,339,792	1,655,912	1,971,964	2,568,357	2,318,324	2,056,129	1,800,103	2,271,072	2,742,375	2,334,258
Capital Grants and Contributions	0	83,554	99,153	66,243	82,132	0	170,745	0	140,066	372,787
Total Governmental Activities:	2,435,245	2,535,073	2,746,353	3,703,362	3,218,762	2,562,180	2,551,302	2,964,948	3,393,059	3,251,727
Net (Expense) Revenue										
Governmental Activities	-211,585	-190,802	-230,834	-87,554	-303,913	-503,169	-143,898	-274,933	-138,142	206
General Revenues										
Governmental Activities:										
Member Assessments	195,080	197,080	196,718	200,868	201,436	201,959	203,712	206,241	209,068	255,631
Investment Income	270	3,570	2,949	2,418	1,522	1,384	1,984	920	927	1,018
Other Income	5,399	5,367	11,100	19,819	10,000	7,581	11,591	12,000	11,000	12,000
Total Governmental Activities	200,749	206,017	210,767	223,105	212,958	210,924	217,287	219,161	220,995	268,649
Change in Net Position										
Governmental Activities	-10,836	15,215	-20,067	135,551	-90,955	-292,245	73,389	-55,772	82,853	268,855

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(modified accrual basis)**

	2009	2010	2011*	2012*	2013*	2014*	2015*	2016*	2017*	2018*
General Fund:										
Reserved	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved	760,814	824,398	-	-	-	-	-	-	-	-
Nonspendable	-	-	31,810	30,128	23,385	34,098	22,347	24,803	33,926	22,201
Restricted	-	-	-	-	19,000	19,000	-	-	-	-
Committed	-	-	-	-	-	-	-	-	-	-
Assigned	-	-	-	13,921	199,774	-	-	-	-	-
Unassigned	-	-	735,979	968,572	787,324	818,285	832,515	873,732	874,139	889,313
Total General Fund	\$ 760,814	\$ 824,398	\$ 767,789	\$ 1,012,621	\$ 1,029,483	\$ 871,383	\$ 854,862	\$ 898,535	\$ 908,065	\$ 911,514

* Beginning with fiscal year ended September 30, 2011, the Council implemented GASB 54.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
CHANGES IN GOVERNMENTAL FUND BALANCES
LAST TEN FISCAL YEARS
(accrual basis)**

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Revenues										
Member Assessments	\$ 195,080	\$ 197,080	\$ 196,718	\$ 200,868	\$ 201,436	\$ 201,959	\$ 203,712	\$ 206,241	\$ 209,068	\$ 255,631
Local and Other	1,103,086	804,544	689,285	1,083,214	895,029	551,014	697,370	555,489	641,278	743,803
State Grants and Contracts	476,518	329,273	310,037	249,589	118,969	121,642	161,495	479,870	428,054	262,994
Federal Grants	863,274	1,410,193	1,702,217	2,443,874	2,235,284	1,898,487	1,706,012	1,942,501	2,335,654	2,257,948
Total Revenues	\$ 2,637,958	\$ 2,741,090	\$ 2,898,257	\$ 3,977,545	\$ 3,450,718	\$ 2,773,102	\$ 2,768,589	\$ 3,184,101	\$ 3,614,054	\$ 3,520,376
Expenditures										
Salaries and Fringe Benefits	\$ 1,329,338	\$ 1,245,497	\$ 1,166,080	\$ 1,594,639	\$ 1,730,092	\$ 1,457,004	\$ 1,379,983	\$ 1,522,386	\$ 1,588,039	\$ 1,658,287
Consultants and Pass Through	413,773	590,289	695,318	836,773	437,231	427,487	396,498	337,468	633,235	159,926
Transportation for the Disadvantaged	476,209	491,755	690,417	904,610	868,387	790,419	532,370	969,924	917,854	982,423
General Operating	249,661	236,764	242,163	290,058	277,298	252,225	268,328	290,780	272,317	307,248
Capital Outlay	32,401	113,201	160,888	106,633	120,848	4,067	207,931	19,871	193,078	409,043
Debt Service										
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Total Expenditures	\$ 2,501,382	\$ 2,677,506	\$ 2,954,866	\$ 3,732,713	\$ 3,433,856	\$ 2,931,202	\$ 2,785,110	\$ 3,140,429	\$ 3,604,523	\$ 3,516,927
Excess (deficiency) of revenues over (under) expenditures	\$ 136,576	\$ 63,584	\$ (56,609)	\$ 244,832	\$ 16,862	\$ (158,100)	\$ (16,521)	\$ 43,672	\$ 9,531	\$ 3,449
Other Financing Sources (Uses)										
Proceeds from issuance of long-term debt	-	-	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Change in Fund Balance	\$ 136,576	\$ 63,584	\$ (56,609)	\$ 244,832	\$ 16,862	\$ (158,100)	\$ (16,521)	\$ 43,672	\$ 9,531	\$ 3,449
Debt Service as a percentage of non-capital expenditures	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
MEMBER ASSESSMENT REVENUES
LAST TEN FISCAL YEARS**

	Desoto County				Hardee County				Highlands County				Okeechobee County				Polk County				Total Region			
	Population	Rate	Assessment		Population	Rate	Assessment		Population	Rate	Assessment		Population	Rate	Assessment		Population	Rate	Assessment		Population	Rate	Assessment	
2009	33,983	\$ 0.25	\$ 8,496		27,520	\$ 0.25	\$ 6,880		98,727	\$ 0.25	\$ 24,682		39,030	\$ 0.25	\$ 9,758		581,058	\$ 0.25	\$ 145,265		780,318	\$ 0.25	\$ 195,080	
2010	34,487	\$ 0.25	\$ 8,622		27,909	\$ 0.25	\$ 6,977		100,189	\$ 0.25	\$ 25,047		40,003	\$ 0.25	\$ 10,001		585,733	\$ 0.25	\$ 146,433		788,321	\$ 0.25	\$ 197,080	
2011	34,792	\$ 0.25	\$ 8,698		28,333	\$ 0.25	\$ 7,083		99,713	\$ 0.25	\$ 24,928		39,703	\$ 0.25	\$ 9,926		584,343	\$ 0.25	\$ 146,083		786,884	\$ 0.25	\$ 196,718	
2012	34,862	\$ 0.25	\$ 8,716		27,731	\$ 0.25	\$ 6,933		98,786	\$ 0.25	\$ 24,697		39,996	\$ 0.25	\$ 9,999		602,095	\$ 0.25	\$ 150,524		803,470	\$ 0.25	\$ 200,868	
2013	34,708	\$ 0.25	\$ 8,677		27,653	\$ 0.25	\$ 6,913		98,712	\$ 0.25	\$ 24,678		39,870	\$ 0.25	\$ 9,968		604,792	\$ 0.25	\$ 151,198		805,735	\$ 0.25	\$ 201,434	
2014	34,408	\$ 0.25	\$ 8,602		27,762	\$ 0.25	\$ 6,941		98,955	\$ 0.25	\$ 24,739		39,805	\$ 0.25	\$ 9,951		606,888	\$ 0.25	\$ 151,722		807,818	\$ 0.25	\$ 201,955	
2015	34,368	\$ 0.25	\$ 8,592		27,680	\$ 0.25	\$ 6,920		99,088	\$ 0.25	\$ 24,772		39,760	\$ 0.25	\$ 9,940		613,952	\$ 0.25	\$ 153,488		814,848	\$ 0.25	\$ 203,712	
2016	34,426	\$ 0.25	\$ 8,607		27,712	\$ 0.25	\$ 6,928		99,818	\$ 0.25	\$ 24,955		39,828	\$ 0.25	\$ 9,957		623,174	\$ 0.25	\$ 155,794		824,958	\$ 0.25	\$ 206,241	
2017	34,777	\$ 0.25	\$ 8,694		27,645	\$ 0.25	\$ 6,911		100,748	\$ 0.25	\$ 25,187		40,052	\$ 0.25	\$ 10,013		633,052	\$ 0.25	\$ 158,263		836,274	\$ 0.25	\$ 209,068	
2018	35,141	\$ 0.30	\$ 10,542		27,637	\$ 0.30	\$ 8,291		101,531	\$ 0.30	\$ 30,459		40,806	\$ 0.30	\$ 12,242		646,989	\$ 0.30	\$ 194,097		852,104	\$ 0.30	\$ 255,631	

(1) Population is based on the Florida Population published by the Bureau of Economic & Business Research, University of Florida

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
RATIOS OF OUTSTANDING DEBT
LAST TEN FISCAL YEARS**

		Governmental Activities		Total Primary Government			
Fiscal Year		Loans Payable		Loans Payable		% of Personal Income	Per Capita
2009	\$	-	\$	-	0.0000%	\$	-
2010	\$	-	\$	-	0.0000%	\$	-
2011	\$	-	\$	-	0.0000%	\$	-
2012	\$	-	\$	-	0.0000%	\$	-
2013	\$	-	\$	-	0.0000%	\$	-
2014	\$	-	\$	-	0.0000%	\$	-
2015	\$	-	\$	-	0.0000%	\$	-
2016	\$	-	\$	-	0.0000%	\$	-
2017	\$	-	\$	-	0.0000%	\$	-
2018	\$	-	\$	-	0.0000%	\$	-

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS**

<u>Fiscal Year</u>	<u>Population (1)</u>	<u>Personal Income (2)</u>	<u>Per Capita Personal Income</u>	<u>Unemployment Rate (3)</u>
2009	780,318	\$ 24,147,454,000	\$ 30,946	10.9%
2010	788,321	\$ 25,314,609,000	\$ 32,112	12.0%
2011	805,735	\$ 26,936,716,000	\$ 33,431	10.9%
2012	807,818	\$ 26,256,362,000	\$ 32,503	9.7%
2013	814,853	\$ 27,088,194,000	\$ 33,243	8.6%
2014	824,958	\$ 27,088,194,000	\$ 32,836	7.5%
2015	836,274	\$ 27,088,194,000	\$ 32,392	5.9%
2016	852,104	\$ 26,274,584,000	\$ 30,835	5.4%
2017	867,970	\$ 27,811,862,000	\$ 32,639	4.5%
2018	867,970	\$ 27,811,862,000	\$ 32,639	4.3%

* Estimates Available in April 2019

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
FULL-TIME EQUIVALENT GOVERNMENT EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS**

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
General Government										
Planning	14	13	12	17	17	14	12	12	12	14
Emergency Management	1	1	1	1	1	1	1	1	1	1
Transportation	1	1	1	1	3	3	4	4	4	4
Total General Government	16	15	14	19	21	18	17	17	17	19

Source: Central Florida Regional Planning Council Payroll Records

OTHER SUPPLEMENTARY INFORMATION



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CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
UNAUDITED SCHEDULE OF REVENUES AND EXPENDITURES – BY PROGRAM
For the Year Ended September 30, 2018

	Total	Planning Advisory Services	Transportation Programs	Hazards Analysis & Emergency Management	Economic Development	Brownfields Programs	Non Program	Indirect Costs
Revenue:								
Member Assessments	255,631						255,631	
Local/Other Revenue	743,803	473,859	237,759	17,885			14,300	
State Revenue	262,994	92,126	57,449	113,419				
Federal Revenue	2,257,948		2,029,821	88,151	131,596	8,380		
Total Revenue	3,520,376	565,986	2,325,029	219,454	131,596	8,380	269,931	
Expenditures:								
Salaries/Fringe benefits	1,675,517	309,970	788,593	127,886	144,408		32,809	271,852
Consultants/Subgrants	159,926	36,171	22,037	62,973		11,163		27,581
Non-sponsored trips	982,423		982,423					
Accounting and payroll services	1,410	123	1,002	2	26			257
Advertising	10,370	4,161	1,664	1,517	68			2,959
Audit	22,900							22,900
Auto expense	15,328	45	8,276				29	6,979
Building security	530							530
Dues and fees	36,238	4,528					4,995	26,714
Equipment expense	10,657	355	2,203	5	1			8,093
File management	3,536							3,536
Insurance	33,494							33,494
Janitorial	10,947							10,947
Legal	33,600							33,600
Meeting expense	5,399	733			577		2,014	2,075
Miscellaneous	1,849							1,849
Office supplies	12,340	294						12,046
Postage and delivery	657	535		84	38			
Printing	5,884	1,935	2,835	224	2			888
Repair and maintenance	7,945							7,945
Technology supplies	19,975	10,771						9,204
Telephone	10,793	2,095	2,031					6,667
Travel and registration fees	54,435	14,240	3,331	14,286	606	130	14,500	7,342
Utilities	8,961							8,961
Depreciation expense	126,407		88,363					38,044
Indirect costs		175,922	259,217	46,456	50,570		12,299	(544,464)
Total Expenditures	3,251,521	561,878	2,161,976	253,433	196,296	11,293	66,646	
Revenue Over/(Under)								
Expenditures	\$ 268,855	\$ 4,108	\$ 163,053	\$ (33,979)	\$ (64,700)	\$ (2,912)	\$ 203,285	

CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
UNAUDITED SCHEDULE OF INDIRECT COSTS
For the Year Ended September 30, 2018

Indirect Costs		
Salaries	\$	239,221
Fringe Benefits		32,632
Consultants/Subgrants		27,581
Accounting and payroll services		257
Advertising		2,959
Audit		22,900
Auto expense		6,979
Building security		530
Dues and fees		26,714
Equipment expense		8,093
File management		3,536
Insurance		33,494
Janitorial		10,947
Legal		33,600
Meeting expense		2,075
Miscellaneous		1,849
Office supplies		12,046
Postage and delivery		-
Printing		888
Repair and maintenance		7,945
Technology supplies		9,204
Telephone		6,667
Travel and registration fees		7,342
Utilities		8,961
Depreciation expense		38,044
Total Indirect Costs	\$	<u>544,464</u>

Basis of allocation of indirect costs:

Fringe Benefit Allocation Rate

Total Fringe Benefits	\$	544,837	=	
Total Salaries	\$	1,264,687		43.08%

Indirect Cost Allocation Rate

Total Indirect Costs	\$	544,464		
Carryforward Adjustment	\$	137		
Indirect Cost Base	\$	<u>544,601</u>	=	
Direct Salaries	\$	1,011,670		53.83%

COMPLIANCE SECTION



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**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
SCHEDULE OF EXPENDITURES OF
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
For the Year Ended September 30, 2018**

	CFDA Number	Contract / Grant Identification	Expenditures	Passed through to Subrecipients
FEDERAL AWARDS				
United States Department of Commerce				
Comprehensive Economic Development Strategies	11.302	04-83-07015/18ATL3020004	\$ 81,380	
Post Disaster Recovery Aviation	11.307	04-69-07297	\$ 48,332	
Post Disaster Recovery Coordinator	11.307	04-69-07253	\$ 2,284	
			\$ 50,616	
Total United States Department of Commerce			\$ 131,996	
United States Department of Transportation				
Passed Through Florida Division of Emergency Management Hazardous Materials Emergency Preparedness	20.703	17-DT-W3-13-00-21-270/18-CP-1113-00-21-042	\$ 88,902	
			\$ 88,902	
Passed Through Florida Department of Transportation				
Formula Grants for Other Than Urbanized Areas	20.509	GOA05 410124-1-84-35 & G0P07 442043-1-84-01	\$ 724,068	\$ 629,252
Formula Grants for Other Than Urbanized Areas	20.509	G0U53 436957-1-94-01 & ARP90 436957-1-94-01	\$ 109,259	
			\$ 833,327	\$ 629,252
Highway Planning & Construction				
Metro Planning Program	20.205	GOB50 436403-2-14-01 & G0Y67 439317-2-14-01	\$ 526,689	
Metro Transportation Planning	20.505	G0964/439215-1-14	\$ 36,507	
Capital Assistance Program for Elderly Persons	20.513	435210-8-93-05	\$ 112,049	
Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities	20.513	GOA13 4358621-84-03	\$ 316,001	\$ 316,001
			\$ 428,050	\$ 316,001
Bus And Bus Facilities Program	20.526	G0M16 441003-1-94-01 & 1001-2017-19 439255-1-94-14	\$ 204,605	
Total United States Department of Transportation			\$ 2,118,080	\$ 945,253
United States Environmental Protection Agency				
Cooperative Agreement	66.818	BF-95481311-0	\$ 7,872	
			\$ 7,872	
Total United States Environmental Protection Agency			\$ 7,872	
TOTAL FEDERAL AWARDS			\$ 2,257,948	\$ 945,253

The accompanying notes to the Schedule of Expenditures of Federal Awards and State Financial Assistance are an integral part of this schedule.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
SCHEDULE OF EXPENDITURES OF
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
For the Year Ended September 30, 2018**

	CSFA Number	Contract / Grant Identification	Expenditures	Passed through to Subrecipients
STATE FINANCIAL ASSISTANCE				
Executive Office of the Governor				
Emergency Management Projects	31.067	18-CP-11-13-00-21-041	\$ 1,631	
Emergency Management Projects	31.067	17-CP-11-13-00-21-007 & 18-CP-11-13-00-21-042	\$ 111,787	
Total Executive Office of the Governor			\$ 113,418	
Florida Department of Economic Opportunity				
Division of Community Development	40.038	PO248	\$ 50,000	
Total Florida Department of Community Affairs			\$ 50,000	
Florida Department of Transportation				
Transit Service Development	55.012	437397-1-84-01	\$ 1,553	
Planning Grant Program	55.002	GON25/GON38	\$ 55,897	
Total Florida Department of Transportation			\$ 57,450	
TOTAL STATE FINANCIAL ASSISTANCE			\$ 220,868	
TOTAL FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE			\$ 2,478,816	\$ 945,253

The accompanying notes to the Schedule of Expenditures of Federal Awards and State Financial Assistance are an integral part of this schedule.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
NOTES TO THE SCHEDULE OF EXPENDITURES OF
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
For the Year Ended September 30, 2018**

NOTE 1 – GENERAL

The accompanying Schedule of Expenditures of Federal Awards and State Financial Assistance presents the activity of all federal and state financial award programs of the Central Florida Regional Planning Council. The Council reporting entity is defined in Note A to the Council's basic financial statements for the year ended September 30, 2018. All federal financial awards and state financial assistance received directly from federal and state agencies, as well as federal financial awards and state financial assistance passed through other government agencies, are included in the schedule.

NOTE 2 – BASIS OF ACCOUNTING

The accompanying Schedule of Expenditures of Federal Awards and State Financial Assistance is presented using the modified accrual basis of accounting which is described in Note A to the Council's financial statements for the year ended September 30, 2018. The Council has elected to not use the 10-percent de Minimis indirect cost rate as allowed under the Uniform Guidance.

NOTE 3 – CONTINGENCIES

Grant monies received and disbursed by the Council are for specific purposes and are subject to review by the grantor agencies. Such audits may result in request for reimbursement to be denied due to disallowed expenditures. Based upon prior experience, the Council does not believe that such disallowances, if any, would have a material effect on the financial position of the Council. As of November 30, 2018 there were no material questioned or disallowed costs as a result of grant audits in process or completed.

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**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**

To the Council
Central Florida Regional Planning Council
Bartow, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of Central Florida Regional Planning Council, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise Central Florida Regional Planning Council's basic financial statements, and have issued our report thereon dated November 30, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Central Florida Regional Planning Council's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Central Florida Regional Planning Council's internal control. Accordingly, we do not express an opinion on the effectiveness of Central Florida Regional Planning Council's internal control.

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

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

To the Council
Central Florida Regional Planning Council

Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in black ink that reads "CliftonLarsonAllen LLP". The signature is written in a cursive, flowing style.

CliftonLarsonAllen LLP

Lakeland, Florida
November 30, 2018



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**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR
FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY THE UNIFORM GUIDANCE**

To the Council
Central Florida Regional Planning Council
Bartow, Florida

Report on Compliance for Each Major Federal Program

We have audited Central Florida Regional Planning Council's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Central Florida Regional Planning Council's major federal programs for the year ended September 30, 2018. Central Florida Regional Planning Council's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

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

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of Central Florida Regional Planning Council's major federal programs 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; and 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). Those standards and the Uniform Guidance 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 occurred. An audit includes examining, on a test basis, evidence about Central Florida Regional Planning Council'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. However, our audit does not provide a legal determination of Central Florida Regional Planning Council's compliance.

Opinion on Each Major Federal Program

In our opinion, Central Florida Regional Planning Council 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 for the year ended September 30, 2018.

To the Council
Central Florida Regional Planning Council

Report on Internal Control Over Compliance

Management of Central Florida Regional Planning Council 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 Central Florida Regional Planning Council's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program 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 to test and report on internal control over compliance in accordance with the Uniform Guidance, 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 Central Florida Regional Planning Council'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 on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a 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 will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program 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 the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



CliftonLarsonAllen LLP

Lakeland, Florida
November 30, 2018

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FEDERAL PROGRAMS AND STATE FINANCIAL ASSISTANCE
YEAR ENDED SEPTEMBER 30, 2017**

SECTION I – SUMMARY OF AUDITOR’S RESULTS

Financial Statements

Type of auditor’s report issued:	Unmodified
Internal control over financial reporting:	
Significant deficiencies identified?	None reported
Significant deficiencies considered to be material weaknesses?	No
Noncompliance material to financial statements noted?	No

Federal Awards Program

Internal control over compliance:	
Significant deficiencies identified?	None reported
Significant deficiencies considered to be material weaknesses?	No

Type of auditor’s report on compliance for major programs	Unmodified
---	------------

Any audit findings disclosed that are required to be reported in accordance with the Uniform Guidance?	No
---	----

Identification of major programs:

Federal Program	CFDA No.
Formula Grants for Rural Areas	20.509

Dollar threshold used to distinguish between Type A and Type B programs:	\$750,000
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Auditee qualified as low-risk auditee?	Yes
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MANAGEMENT LETTER

To the Council
Central Florida Regional Planning Council
Bartow, Florida

Report on the Financial Statements

We have audited the financial statements of the Central Florida Regional Planning Council, as of and for the fiscal year ended September 30, 2018 and have issued our report thereon dated November 30, 2018.

Auditor's 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; the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements of Federal Awards* (Uniform Guidance); and Chapter 10.550, Rules of the Auditor General.

Other Reports and Schedule

We have issued our Independent Auditor's 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 Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance Required by the Uniform Guidance; Schedule of Findings and Questioned Costs; and Independent Accountant's Report(s) 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 and schedule, which are dated November 30, 2018, 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 in the prior year.

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 Central Florida Regional Planning Council was established by the authority of 120.53(1) Florida Statutes in 1973 and is currently reorganized under Chapter 186, Florida Statutes.

To the Council
Central Florida Regional Planning Council

Financial Condition and Management

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not Central Florida Regional Planning Council 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 Central Florida Regional Planning Council did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for Central Florida Regional Planning Council. It is management's responsibility to monitor the Central Florida Regional Planning Council'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.

Annual Financial Report

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

Additional Matters

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



CliftonLarsonAllen LLP

Lakeland, Florida
November 30, 2018

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
SCHEDULE OF FINDINGS AND RESPONSES
CURRENT AND PRIOR YEARS
SEPTEMBER 30, 2018**

Current Year Findings

There were none.

Prior Years Findings

There were none.



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INDEPENDENT ACCOUNTANTS' REPORT

To the Council
Central Florida Regional Planning Council
Bartow, Florida

We have examined Central Florida Regional Planning Council's compliance with Section 218.415, Florida Statutes, regarding the investment of public funds, during the year ended September 30, 2018. Management is responsible for Central Florida Regional Planning Council's compliance with those requirements. Our responsibility is to express an opinion on Central Florida Regional Planning Council's compliance based on our examination.

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

In our opinion, Central Florida Regional Planning Council complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2018.

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

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Lakeland, Florida
November 30, 2018

TO: FINANCE COMMITTEE

DATE: November 30, 2018

SUBJECT: FY 18 Final Budget

FY 17/18 FINAL UPDATES:

REVENUE:

- Local Funding
 - Additional funding of DEO than originally projected.
- State Grants
 - State Match for vehicle grants. (Booking entry only)
- Federal Grants
 - Additional grant for vehicles. (Booking entry only)

EXPENSES:

- Consultants
 - Increase activity for Nature Conservancy.
 - Increase of Training for HMEP grant.
- Transportation for Disadvantaged
 - Increase trip activity for FY 18
- Advertising
 - Additional costs for position recruitment advertising.
- Insurance
 - Additional vehicle added to the policy for FY 18
- Travel
 - Additional activity for grant required conferences
- Capital Outlay
 - Additional purchase of grant funded TD vehicles
 - Additional vehicle added to CFRPC fleet.

**CENTRAL FLORIDA REGIONAL PLANNING COUNCIL
GENERAL FUND STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE – BUDGET TO ACTUAL
For the Year Ended September 30, 2018**

	Original Budget	Final Budget	Actual
Revenues:			
Member assessments	\$ 255,631	\$ 255,631	\$ 255,631
Local and other	705,338	743,803	743,803
State grants and contracts	203,647	262,994	262,994
Federal grants	2,154,654	2,257,948	2,257,948
Total revenues	3,319,270	3,520,376	3,520,376
Expenditures:			
Salaries and fringe benefits	1,710,883	1,658,287	1,658,287
Consultants	90,841	159,926	159,926
Transportation for the disadvantaged	885,000	982,423	982,423
Accounting and payroll services	1,500	1,410	1,410
Advertising	5,500	10,370	10,370
Audit	23,200	22,900	22,900
Auto	15,500	15,328	15,328
Building security	450	530	530
Dues and fees	37,000	36,238	36,238
Equipment expense	9,000	10,657	10,657
File management	3,500	3,536	3,536
Insurance	31,500	33,494	33,494
Janitorial	12,000	10,947	10,947
Legal	31,200	33,600	33,600
Meeting expense	5,500	5,399	5,399
Miscellaneous	1,000	1,849	1,849
Office supplies	15,000	12,340	12,340
Postage and delivery	3,500	657	657
Printing	6,500	5,884	5,884
Repair and maintenance	6,500	7,945	7,945
Technology supplies and equipment	25,000	19,975	19,975
Telephone	10,000	10,793	10,793
Travel and registration fees	50,000	54,435	54,435
Utilities	10,000	8,961	8,961
Capital outlay	329,196	409,043	409,043
Total expenditures	3,319,270	3,516,927	3,516,927
Net change in fund balance	-	3,449	3,449
Fund balance - beginning of year	908,065	908,065	908,065
Fund balance - end of year	\$ 908,065	\$ 911,514	\$ 911,514

The accompanying notes are an integral part of these financial statements.