



Bluewater Bay Municipal Benefit Services Unit

Phone: 850-664-6000 Fax: 850-664-7660

Finance Committee Report

Review of April 2020 FY19-20 Financials

- \$34,080.35 of assessments & interest was collected in April.
 - Total Y-T-D Collected - \$341,681.68
- \$0 donation in April.
 - Total Y-T-D Received - \$8,031.00
- \$2,328.71 of expenses were incurred for the month includes the following:
 - Total Y-T-D Expense - \$140,952.62
 - Tax Collector Commissions – April'20 Taxes (\$678.71)
 - Tree Maintenance and Removal – Canopy raise, tree removal (\$1,650)
 - 7 additional invoices for total amount of \$20,780.97 were emailed on 04/15/20 to Okaloosa County but they are not included in April report received on 05/05/20 from them.

Financial Reconciliation

General Fund		Reserve Fund	
Receipts to Date	349,712.68	Cash Balance	51,141.00
Outstanding Assessments	0.00	2018/19 Reserve Funding	31,667.54
Balance Cash (Carry Over)	17,343.33		
Less:		Less:	
Committed Expenses **	(35,690.34)	2018 Committed Expenses	(24,149.21)
Expenditures	(140,952.62)	Balance Cash (Carry Over)	(17,343.33)
Subtotal	190,413.05	Included - FYE 2019 Budget	(17,343.33)
		Playground Enhancement	(8,000.00)
Add:		Woodlands Sidewalk Project	(31,288.20)
2018 Committed Expense Funding	24,149.21		
Balance	214,562.26	Balance	2,027.80

**** Amount includes Reserve Allocation**

NOTE: The final year-end reconciliation has not been provided by Okaloosa County. Once completed, 2018/2019 Financial Statements will be presented to the Board for final review & approval for any required transfers/ amendments to the budget.

Committed Project Expense Funds

Total: \$19,269.01 (EXCLUDES ***OTHER COMMITTED PROJECT EXPENSE FUNDS**)**

11/12/19 Meeting

\$14,420 – David Vardaman moved to turn the sunshade project over to the County Parks Department to cover at least fifty percent of the play surface, not to exceed the current amount of \$14,420. Rich Johnson seconded the motion. Motion Approved Unanimously.

03/10/20 Meeting

\$4,849.01 – Debbie Stretch moved to approve Brightview's proposal for landscape work at the traffic circle to be paid from Common Area Enhancements. Pam Ragnoli seconded the motion. Motion Approved Unanimously.

04/14/20 Meeting

\$514.00 – Debbie Stretch moved to approve the replacement of the 1½" valve and the 1" valve, labor, and parts at the circle. Pam Ragnoli seconded the motion. Motion Approved Unanimously.

\$500.00 – Debbie Stretch moved to approve to locate and troubleshoot the open fourth valve for the amount of not to exceed \$500.00. Pam Ragnoli seconded the motion. Motion Approved Unanimously.

****Other Committed Project Expense Funds**

06/12/18 Meeting

\$8,000.00 - David Vardaman motioned that MSBU would commit/allocate \$8,000.00 to the Woodlands Park project in the event the county or any other organization is willing to install playground equipment. The \$8,000 would be for the planting of shade trees at the location. Judy Griffin seconded the motion. The committed funds would be funded through the reserve account. Motion Approved Unanimously. – **Paid \$1,580.00 Y-T-D/IN PROCESS OF GETTING BIDS FOR SUNSHADES**

Other

\$31,288.20 – The Woodlands Sidewalk Project has been scheduled for Spring 2019 with a construction estimate of \$31,288.20. The OMB Director needs to be reasonably certain funds are available to prepare the Budget Resolution for the Board of County Commission to approve the budget transfer from reserves before work can be begin. – Board Approved 11/13/18.

BLUEWATER BAY MSBU

STATEMENT OF REVENUE EXPENSE BUDGET PERFORMANCE

APRIL 30, 2020

ACCOUNT DESCRIPTION	Apr'20 Actual	Monthly Budget	YTD Actual	YTD Committed	YTD Actual/ Committed	Budget \$ Remaining	Annual Budget
REVENUE							
325212 - BLUEWATER BAY ASSESSMENTS	33,935.25	28,829.70	341,293.74	0.00	341,293.74	4,662.66	345,956.40
* 389901 - BALANCE CASH (CARRYOVER)	0.00	0.00	0.00	17,343.33	17,343.33	-17,343.33	0.00
361101 - INTEREST	145.10	0.00	387.94	0.00	387.94	-387.94	0.00
366990 - OTHER MISC REVENUE	0.00	0.00	8,031.00	0.00	8,031.00	0.00	0.00
TOTAL REVENUE	34,080.35	28,829.70	349,712.68	17,343.33	367,056.01	-13,068.61	345,956.40
EXPENSES							
531100 - PS CONSULTANT							
ADMIN MANAGEMENT FEES	0.00	2,200.00	15,400.00	0.00	15,400.00	11,000.00	26,400.00
CONSULTANT OTHER ENGINEERING	0.00	0.00	875.00	0.00	875.00	-875.00	0.00
WEBSITE MAINTENANCE FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 531100 - PS CONSULTANT	0.00	2,200.00	16,275.00	0.00	16,275.00	10,125.00	26,400.00
534607 - CS LAWN SERVICE							
LANDSCAPE CONTRACT	0.00	15,624.74	93,748.44	0.00	93,748.44	93,748.44	187,496.88
TOTAL 534607 - CS LAWN SERVICE	0.00	15,624.74	93,748.44	0.00	93,748.44	93,748.44	187,496.88
534900 - CS OTHERS							
COMMON AREA ENHANCEMENTS	0.00	2,250.00	0.00	19,269.01	19,269.01	8,917.20	28,186.21
CHRISTMAS TREE LIGHTS	0.00	316.67	3,715.00	0.00	3,715.00	85.00	3,800.00
LANDSCAPE IRRIGATION	0.00	833.33	350.00	1,014.00	1,364.00	13,636.00	15,000.00
TREE MAINTENANCE & REMOVAL	1,650.00	833.33	4,950.00	0.00	4,950.00	5,050.00	10,000.00
TOTAL 534900 - CS OTHERS	1,650.00	4,233.33	9,015.00	20,283.01	29,298.01	27,688.20	56,986.21
543003 - UTILITIES LIGHTING							
ELEC LIGHTS & PUMPS	0.00	1,525.00	9,229.34	0.00	9,229.34	9,070.66	18,300.00
Total 543003 - UTILITIES LIGHTING	0.00	1,525.00	9,229.34	0.00	9,229.34	9,070.66	18,300.00
543010 - UTILITIES WATER & SEWER							
WATER (IRRIGATION)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL 543010 - UTILITIES WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
545010 - INSURANCE GENERAL LIABILITY							
DIRECTOR & OFFICER LIABILITY	0.00	191.67	744.00	0.00	744.00	1,556.00	2,300.00
GENERAL LIABILITY	0.00	116.67	0.00	0.00	0.00	1,400.00	1,400.00
TOTAL 545010 - INSURANCE GENERAL LIABILITY	0.00	308.33	744.00	0.00	744.00	2,956.00	3,700.00
545901 - COMMISSIONER BONDS							
SECURITY BONDS	0.00	8.33	0.00	0.00	0.00	100.00	100.00
TOTAL 545010 - COMMISSIONER BONDS	0.00	8.33	0.00	0.00	0.00	100.00	100.00
549004 - COMMISSIONS PROPERTY APPRAISER							
PROPERTY APPRAISER	0.00	438.21	2,178.98	0.00	2,178.98	3,079.56	5,258.54
TOTAL 549004 - COMMISSIONS PROP APPRAISER	0.00	438.21	2,178.98	0.00	2,178.98	3,079.56	5,258.54
549005 - COMMISSION TAX COLLECTOR							
TAX COLLECTOR COMMISSION 2%	678.71	576.59	6,825.88	0.00	6,825.88	93.25	6,919.13
TOTAL 549005 - COMMISSIONS TAX COLLECTOR	678.71	576.59	6,825.88	0.00	6,825.88	93.25	6,919.13
549901 - LEGAL ADVERTISING							
ADVERTISING	0.00	16.67	0.00	0.00	0.00	200.00	200.00
TOTAL 549901 - LEGAL ADVERTISING	0.00	16.67	0.00	0.00	0.00	200.00	200.00

BLUEWATER BAY MSBU

STATEMENT OF REVENUE EXPENSE BUDGET PERFORMANCE

APRIL 30, 2020

ACCOUNT DESCRIPTION	Apr'20 Actual	Monthly Budget	YTD Actual	YTD Committed	YTD Actual/ Committed	Budget \$ Remaining	Annual Budget
551001 -OFFICE SUPPLIES							
OFFICE SUPPLIES	0.00	83.33	339.01	0.00	339.01	660.99	1,000.00
TOTAL 551001 -OFFICE SUPPLIES	0.00	83.33	339.01	0.00	339.01	660.99	1,000.00
552013 - SIGN MATERIALS							
SIGN R&M	0.00	403.33	487.23	0.00	487.23	4,352.77	4,840.00
SIGN STREET	0.00	0.00	1,950.00	0.00	1,950.00	-1,950.00	0.00
TOTAL 552013 - SIGN MATERIALS	0.00	403.33	2,437.23	0.00	2,437.23	2,402.77	4,840.00
552800 - COMPUTER SUPPLIES							
COMPUTER SUPPLIES	0.00	0.00	159.74	0.00	159.74	0.26	160.00
TOTAL 552800 - COMPUTER SUPPLIES	0.00	0.00	159.74	0.00	159.74	0.26	160.00
RESERVE ALLOCATION	0.00	2,882.97	0.00	0.00	0.00	34,595.64	34,595.64
RESERVE ALLOCATION ADJUSTMENT	0.00	-1,283.94	0.00	0.00	0.00	-15,407.33	-15,407.33
TOTAL 599010 - RESERVES & SUPPLEMENTAL	0.00	1,599.03	0.00	0.00	0.00	19,188.31	19,188.31
Total EXPENSES	2,328.71	27,016.91	140,952.62	20,283.01	161,235.63	169,313.44	330,549.07
NET INCOME	31,751.64	1,812.79	208,760.06	-2,939.68	205,820.38		15,407.33
563191 - CAPITAL EXPENSE							
DEM HAZARD MITIGATION GRANT	0.00	1,283.94	0.00	15,407.33	15,407.33	0.00	15,407.33
TOTAL 563191 - CAPITAL EXPENSE	0.00	1,283.94	0.00	15,407.33	15,407.33	15,407.33	15,407.33
TOTAL ADJ'D EXPENSES	2,328.71	28,300.85	140,952.62	35,690.34	176,642.96	184,720.77	345,956.40
NET ADJ'D INCOME	31,751.64	528.85	208,760.06	-18,347.01	190,413.05		0.00

* Balance Cash (Carry Over) is unaudited balance from FY18-19

**Bluewater Bay MSBU
Expenses by Vendor Detail
April 2020**

VENDOR	Date	Memo	Account	Amount
ARBOR BARBER TREES, LLC	04/02/2020	INV635, CANOPY RAISE/TREE REMOVAL	TREE MAINTENANCE & REMOVAL	1,650.00
Total ARBOR BARBER TREES, LLC				<u>1,650.00</u>
BENJAMIN F ANDERSON	04/17/2020	MAR'20 TAX	TAX COLLECTOR COMMISSION	678.71
Total BENJAMIN F ANDERSON				<u>678.71</u>
TOTAL				<u><u>2,328.71</u></u>

OKALOOSA COUNTY BOCC
REVENUE STATUS REPORT

SUNGARD PENTAMATION, INC.
DATE: 05/05/2020
TIME: 12:03:42

SELECTION CRITERIA: revldgr.key_orgn='1695R'
ACCOUNTING PERIOD: 7/20

SORTED BY: FUND, DEPARTMENT TOTL, DEPARTMENT, ACCOUNT
TOTALED ON: FUND, DEPARTMENT TOTL, DEPARTMENT
PAGE BREAKS ON: FUND, DEPARTMENT TOTL

FUND-113 M.S.B.U. FUND
DEPARTMENT TOTL-1695R BLUEWATER BAY REVENUE
DEPARTMENT-1695R BLUEWATER BAY REVENUE

ACCOUNT	TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
325212	BLUEWATER BAY ASSESSMENT	335,000.00	33,935.25	.00	341,293.74	-6,293.74	101.88
361101	INTEREST ON TIME DEPOSIT	.00	145.10	.00	387.94	-387.94	.00
361104	STATE INVESTMENT POOL IN	.00	.00	.00	.00	.00	.00
361301	UNREAL INC (DECC) -FAIR VAL	.00	.00	.00	.00	.00	.00
361400	GAIN OR (LOSS) SALE INVS	.00	.00	.00	.00	.00	.00
366990	DONATIONS-OTHER	8,000.00	.00	.00	8,000.00	.00	100.00
369990	OTHER MISC REVENUE	.00	.00	.00	31.00	-31.00	.00
386701	TRF FROM TAX COLL-EX FEE	.00	.00	.00	.00	.00	.00
389901	BALANCES-CASH	90,000.00	.00	.00	.00	90,000.00	.00
TOTAL BLUEWATER BAY REVENUE		433,000.00	34,080.35	.00	349,712.68	83,287.32	80.77
TOTAL BLUEWATER BAY REVENUE		433,000.00	34,080.35	.00	349,712.68	83,287.32	80.77
TOTAL M.S.B.U. FUND		433,000.00	34,080.35	.00	349,712.68	83,287.32	80.77
TOTAL REPORT		433,000.00	34,080.35	.00	349,712.68	83,287.32	80.77

OKALOOSA COUNTY BOCC
EXPENDITURE TRANSACTION ANALYSIS

SUNGARD PENTAMATION, INC.
DATE: 05/05/2020
TIME: 12:06:57

SELECTION CRITERIA: transact.yr='20' and transact.period='7' and transact.key_orgn='1695'
ACCOUNTING PERIOD: 8/20

FUND - 113 - M.S.B.U. FUND
DEPARTMENT - 1695 - BLUEWATER BAY MSBU

ACCOUNT DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
534900	CS-OTHER							
7 /20	04/02/20	21	2004326	21800153	ARBOR BARBER TRE	1,650.00	.00	CANOPY RAISE/TREE RMV
TOTAL	CS-OTHER					1,650.00	.00	
549005	COMMISSIONS-TAX COLLECTOR							
7 /20	04/17/20	24		000004	BENJAMIN F ANDER	678.71	.00	MAR20 CURR DISTR BWACH
TOTAL	COMMISSIONS-TAX COLLECTOR					678.71	.00	
TOTAL	BLUEWATER BAY MSBU					2,328.71	.00	
TOTAL	M.S.B.U. FUND					2,328.71	.00	
TOTAL REPORT						2,328.71	.00	