



Bluewater Bay Municipal Benefit Services Unit

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

Finance Committee Report

Review of February 2020 FY19-20 Financials

- \$27,622.13 of assessments & interest was collected in January.
 - Total Y-T-D Collected - \$303,074.84
- \$31.00 donation from Friends of Bluewater Bay – David Costa.
 - Total Y-T-D Received - \$8,031.00
- \$20,631.85 of expenses were incurred for the month includes the following:
 - Total Y-T-D Expense - \$117,520.78
 - Management Fee Expense – March Management Fees (\$2,200)
 - Landscape Contract – Monthly Landscape Services – February'20 (\$15,624.74)
 - Utilities – Lighting – December/January Services (\$1,454.36)
 - Office Supplies – Print Board Meeting Packages (\$6.26), Signs (\$50)
 - Tax Collector Commissions – January'20 Taxes (\$552.49)
 - Insurance General Liability – Liability (\$744)

Financial Reconciliation

General Fund		Reserve Fund	
Receipts to Date	311,105.84	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 **	(29,827.33)	2018 Committed Expenses	(24,149.21)
Expenditures	(117,520.78)	Balance Cash (Carry Over)	
Subtotal	181,101.06	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	205,250.27	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: \$14,595.00 (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.

****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 FEBRUARY 29, 2020

ACCOUNT DESCRIPTION	Feb'20 Actual	Monthly Budget	YTD Actual	YTD Committed	YTD Actual/ Committed	Budget \$ Remaining	Annual Budget
REVENUE							
325212 - BLUEWATER BAY ASSESSMENTS	27,622.13	28,829.70	302,832.00	0.00	302,832.00	43,124.40	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	0.00	0.00	242.84	0.00	242.84	-242.84	0.00
366990 - OTHER MISC REVENUE	31.00	0.00	8,031.00	0.00	8,031.00	0.00	0.00
TOTAL REVENUE	27,653.13	28,829.70	311,105.84	17,343.33	328,449.17	25,538.23	345,956.40
EXPENSES							
531100 - PS CONSULTANT							
ADMIN MANAGEMENT FEES	2,200.00	2,200.00	13,200.00	0.00	13,200.00	13,200.00	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	2,200.00	2,200.00	14,075.00	0.00	14,075.00	12,325.00	26,400.00
534607 - CS LAWN SERVICE							
LANDSCAPE CONTRACT	15,624.74	15,624.74	78,123.70	0.00	78,123.70	109,373.18	187,496.88
TOTAL 534607 - CS LAWN SERVICE	15,624.74	15,624.74	78,123.70	0.00	78,123.70	109,373.18	187,496.88
534900 - CS OTHERS							
COMMON AREA ENHANCEMENTS	0.00	2,250.00	0.00	14,420.00	14,420.00	13,766.21	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	0.00	350.00	14,650.00	15,000.00
TREE MAINTENANCE & REMOVAL	0.00	833.33	1,650.00	0.00	1,650.00	8,350.00	10,000.00
TOTAL 534900 - CS OTHERS	0.00	4,233.33	5,715.00	14,420.00	20,135.00	36,851.21	56,986.21
543003 - UTILITIES LIGHTING							
ELEC LIGHTS & PUMPS	1,454.36	1,525.00	7,787.97	0.00	7,787.97	10,512.03	18,300.00
Total 543003 - UTILITIES LIGHTING	1,454.36	1,525.00	7,787.97	0.00	7,787.97	10,512.03	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	744.00	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	744.00	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 545901 - 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%	552.49	576.59	6,056.69	0.00	6,056.69	862.44	6,919.13
TOTAL 549005 - COMMISSIONS TAX COLLECTOR	552.49	576.59	6,056.69	0.00	6,056.69	862.44	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 FEBRUARY 29, 2020

ACCOUNT DESCRIPTION	Feb'20 Actual	Monthly Budget	YTD Actual	YTD Committed	YTD Actual/ Committed	Budget \$ Remaining	Annual Budget
551001 -OFFICE SUPPLIES							
OFFICE SUPPLIES	56.26	83.33	242.47	0.00	242.47	757.53	1,000.00
TOTAL 551001 -OFFICE SUPPLIES	56.26	83.33	242.47	0.00	242.47	757.53	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	20,631.85	27,016.91	117,520.78	14,420.00	131,940.78	198,608.29	330,549.07
NET INCOME	7,021.28	1,812.79	193,585.06	2,923.33	196,508.39		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	20,631.85	28,300.85	117,520.78	29,827.33	147,348.11	214,015.62	345,956.40
NET ADJ'D INCOME	7,021.28	528.85	193,585.06	-12,484.00	181,101.06		0.00

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

**Bluewater Bay MSBU
Cashflow Projection**

General Fund		Reserve Fund	
Receipts to Date	311,105.84	Cash Balance	51,141.00
Outstanding Assessments	-		
Balance Cash (Carry Over)	17,343.33		
Less:		Less:	
Committed Expenses **	(29,827.33)	Expenditures	<u>(23,695.00)</u>
Expenditures	<u>(117,520.78)</u>		
Balance	<u>181,101.06</u>	Balance	<u>27,446.00</u>

**** Amount includes Reserve Allocation**

Bluewater Bay MSBU
Expenses by Vendor Detail
 February 2020

VENDOR	Date	Memo	Account	Amount
BENJAMIN F ANDERSON				
	02/17/2020	JAN20 TAX	TAX COLLECTOR COMMISSION	404.91
	02/26/2020	JAN20 TAX	TAX COLLECTOR COMMISSION	147.58
Total BENJAMIN F ANDERSON				552.49
BRIGHTVIEW LANDSCAPE MAINTENANCE				
	02/20/2020	FEB'20 SERVICE	LANDSCAPE CONTRACT	15,624.74
Total BRIGHTVIEW LANDSCAPE MAINTENANCE				15,624.74
CHELCO				
	02/20/2020	JANUARY 2020 LIGHTS & PUMPS	ELEC LIGHTS & PUMPS	1,454.36
Total CHELCO				1,454.36
PROGRESSIVE MANAGEMENT OF AMERICA, INC.				
	02/20/2020	FEB'20 MANAGEMENT FEES	ADMIN MANAGEMENT FEES	2,200.00
	02/20/2020	JAN'20 COPIES	OFFICE SUPPLIES	6.26
	02/20/2020	JAN20 SIGNS	OFFICE SUPPLIES	50.00
Total PROGRESSIVE MANAGEMENT OF AMERICA, INC.				2,256.26
SOUTHERN OWNERS				
	02/21/2020	INSURANCE EXP DIRECTORS AND OFFICER DIRECTORS & OFFICERS LIABILITY		744.00
Total SOUTHERN OWNERS				744.00
TOTAL				20,631.85

SUNGARD PENTAMATION, INC.
 DATE: 03/04/2020
 TIME: 11:46:25

OKALOOSA COUNTY BOCC
 REVENUE STATUS REPORT

PAGE NUMBER: 1
 REVSTAL1

SELECTION CRITERIA: revledger.key_orgn='1695R'
 ACCOUNTING PERIOD: 5/20

SORTED BY: FUND, DEPARTMENT TOTL, DEPARTMENT, ACCOUNT
 TOTALLED 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	27,622.13	.00	302,832.00	32,168.00	90.40
361101	INTEREST ON TIME DEPOSIT	.00	.00	.00	242.84	-242.84	.00
361104	STATE INVESTMENT POOL IN	.00	.00	.00	.00	.00	.00
361301	UNREAL INC(DEC)-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	31.00	.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	27,653.13	.00	311,105.84	121,894.16	71.85
TOTAL BLUEWATER BAY REVENUE		433,000.00	27,653.13	.00	311,105.84	121,894.16	71.85
TOTAL M.S.B.U. FUND		433,000.00	27,653.13	.00	311,105.84	121,894.16	71.85
TOTAL REPORT		433,000.00	27,653.13	.00	311,105.84	121,894.16	71.85

SUNGARD PENTAMATION, INC.
 DATE: 03/04/2020
 TIME: 11:42:15

OKALOOSA COUNTY BOCC
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
 EXPSTALL

SELECTION CRITERIA: expldedgr.key_orgn='1695'
 ACCOUNTING PERIOD: 5/20

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

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

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
531100	PS-CONSULTANT	26,400.00	2,944.00	.00	14,819.00	11,581.00	56.13
534607	CS-LAWN SERVICE	187,497.00	15,624.74	.00	78,123.70	109,373.30	41.67
534900	CS-OTHER	56,986.00	.00	.00	5,715.00	51,271.00	10.03
543003	UTILITIES-LIGHTING	18,300.00	1,454.36	.00	7,787.97	10,512.03	42.56
545010	INSURANCE-GEN LIABILITY	3,700.00	.00	.00	.00	3,700.00	.00
545901	INSURANCE-COMMISS BONDS	100.00	.00	.00	.00	100.00	.00
549004	COMMISSIONS-PROP APPRAIS	5,259.00	.00	.00	2,178.98	3,080.02	41.43
549005	COMMISSIONS-TAX COLLECTO	6,919.00	552.49	.00	6,056.69	862.31	87.54
549901	LEGAL ADVERTISING	200.00	.00	.00	.00	200.00	.00
551001	OFFICE SUPPLIES	1,000.00	56.26	.00	242.47	757.53	24.25
552013	SIGN MATERIALS	4,840.00	.00	.00	2,437.23	2,402.77	50.36
552800	COMPUTER SUPPLIES	160.00	.00	.00	159.74	.26	99.84
563713	WOODLANDS PARK PLAY STRU	8,000.00	.00	.00	.00	8,000.00	.00
599010	RESERVE/CASH CARRYFORWAR	113,639.00	.00	.00	.00	113,639.00	.00
	TOTAL BLUEWATER BAY MSBU	433,000.00	20,631.85	.00	117,520.78	315,479.22	27.14
	TOTAL BLUEWATER BAY MSBU	433,000.00	20,631.85	.00	117,520.78	315,479.22	27.14
	TOTAL M.S.B.U. FUND	433,000.00	20,631.85	.00	117,520.78	315,479.22	27.14

TOTAL REPORT 433,000.00 20,631.85 .00 117,520.78 315,479.22 27.14