



Bluewater Bay Municipal Benefit Services Unit

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Finance Committee Report

Review of June 2020 FY19-20 Financials

- \$0.00 of assessments & interest was collected in June.
 - Total Y-T-D Collected - \$344,260.18
- \$0.00 Other Misc. Revenues were collected in June.
 - Total Y-T-D Received - \$8,519.31
- \$38,495.20 of expenses were incurred for the month includes the following:
 - Total Y-T-D Expense - \$200,257.93
 - Management Fee Expense – June Management Fees (\$2,200)
 - Landscape Contract – Monthly Landscape Services – May-Jun'20 (\$31,249.48)
 - Services Other – Landscape Irrigation (\$514)
 - Utilities – Lighting – March/May Services (\$2,999.03)
 - Legal Advertising – Legal Ads (\$93.28)
 - Insurance Expenses – General Liability (\$990)
 - Tax Collector Commissions – Feb, May'20 Taxes (\$68.13)
 - Signs Materials and Repairs – Repair Signage (\$346.36)
 - Office Supplies – Print Board Meeting Packages (\$34.92)

Financial Reconciliation

General Fund		Reserve Fund	
Receipts to Date	352,779.49	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 **	(39,721.34)	2018 Committed Expenses	(24,149.21)
Expenditures	<u>(200,257.93)</u>	Balance Cash (Carry Over)	
Subtotal	130,143.55	Included - FYE 2019 Budget	(17,343.33)
		Playground Enhancement	(8,000.00)
Add:		Woodlands Sidewalk Project	(31,288.20)
2018 Committed Expense Funding	<u>24,149.21</u>		
Balance	<u>154,292.76</u>	Balance	<u>2,027.80</u>

**** 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

\$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.

05/12/20 Meeting

\$2,000.00 – Debbie Stretch moved to accept the bid from irrigation inspection/work proposal for \$2,000.00 not to exceed to repair a broken mainline and troubleshoot issues with six systems. Ragnoli seconded the motion. Motion Approved Unanimously.

\$2,545.00 – Debbie Stretch moved to accept the bid of \$2,545 for March Irrigation inspection repairs. 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/ \$8,000.00 check from Friends of BWB deposited 01/06/20.**

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

JUNE 30, 2020

ACCOUNT DESCRIPTION	Jun'20 Actual	Monthly Budget	YTD Actual	YTD Committed	YTD Actual/ Committed	Budget \$ Remaining	Annual Budget
REVENUE							
325212 - BLUEWATER BAY ASSESSMENTS	0.00	28,829.70	343,836.24	0.00	343,836.24	2,120.16	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	423.94	0.00	423.94	-423.94	0.00
366990 - OTHER MISC REVENUE	0.00	0.00	8,519.31	0.00	8,519.31	0.00	0.00
TOTAL REVENUE	0.00	28,829.70	352,779.49	17,343.33	370,122.82	-15,647.11	345,956.40
EXPENSES							
531100 - PS CONSULTANT							
ADMIN MANAGEMENT FEES	2,200.00	2,200.00	19,800.00	0.00	19,800.00	6,600.00	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	20,675.00	0.00	20,675.00	5,725.00	26,400.00
534607 - CS LAWN SERVICE							
LANDSCAPE CONTRACT	31,249.48	15,624.74	140,622.66	0.00	140,622.66	46,874.22	187,496.88
TOTAL 534607 - CS LAWN SERVICE	31,249.48	15,624.74	140,622.66	0.00	140,622.66	46,874.22	187,496.88
534900 - CS OTHERS							
COMMON AREA ENHANCEMENTS	0.00	2,348.85	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	514.00	1,250.00	864.00	5,045.00	5,909.00	9,091.00	15,000.00
TREE MAINTENANCE & REMOVAL	0.00	833.33	4,950.00	0.00	4,950.00	5,050.00	10,000.00
TOTAL 534900 - CS OTHERS	514.00	4,748.85	9,529.00	24,314.01	33,843.01	23,143.20	56,986.21
543003 - UTILITIES LIGHTING							
ELEC LIGHTS & PUMPS	2,999.03	1,525.00	13,697.68	0.00	13,697.68	4,602.32	18,300.00
Total 543003 - UTILITIES LIGHTING	2,999.03	1,525.00	13,697.68	0.00	13,697.68	4,602.32	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	990.00	116.67	990.00	0.00	990.00	410.00	1,400.00
TOTAL 545010 - INSURANCE GENERAL LIABILITY	990.00	308.33	1,734.00	0.00	1,734.00	1,966.00	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
546990 - RM - OTHERS							
RM - OTHERS	0.00	0.00	100.00	0.00	100.00	-100.00	0.00
TOTAL 546990 - RM - OTHERS	0.00	0.00	100.00	0.00	100.00	-100.00	0.00
549004 - COMMISSIONS PROPERTY APPRAISER							
PROPERTY APPRAISER	0.00	438.21	3,268.47	0.00	3,268.47	1,990.07	5,258.54
TOTAL 549004 - COMMISSIONS PROP APPRAISER	0.00	438.21	3,268.47	0.00	3,268.47	1,990.07	5,258.54
549005 - COMMISSION TAX COLLECTOR							
TAX COLLECTOR COMMISSION 2%	68.13	576.59	6,945.58	0.00	6,945.58	-26.45	6,919.13

BLUEWATER BAY MSBU

STATEMENT OF REVENUE EXPENSE BUDGET PERFORMANCE

JUNE 30, 2020

ACCOUNT DESCRIPTION	Jun'20 Actual	Monthly Budget	YTD Actual	YTD Committed	YTD Actual/ Committed	Budget \$ Remaining	Annual Budget
TOTAL 549005 - COMMISSIONS TAX COLLECTOR	68.13	576.59	6,945.58	0.00	6,945.58	-26.46	6,919.13
549901 - LEGAL ADVERTISING							
ADVERTISING	93.28	16.67	93.28	0.00	93.28	106.72	200.00
TOTAL 549901 - LEGAL ADVERTISING	93.28	16.67	93.28	0.00	93.28	106.72	200.00
551001 -OFFICE SUPPLIES							
OFFICE SUPPLIES	34.92	83.33	373.93	0.00	373.93	626.07	1,000.00
TOTAL 551001 -OFFICE SUPPLIES	34.92	83.33	373.93	0.00	373.93	626.07	1,000.00
552013 - SIGN MATERIALS							
SIGN R&M	346.36	403.33	1,108.59	0.00	1,108.59	3,731.41	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	346.36	403.33	3,058.59	0.00	3,058.59	1,781.41	4,840.00
552800 - COMPUTER SUPPLIES							
COMPUTER SUPPLIES	0.00	13.33	159.74	0.00	159.74	0.26	160.00
TOTAL 552800 - COMPUTER SUPPLIES	0.00	13.33	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	38,495.20	27,545.76	200,257.93	24,314.01	224,571.94	105,977.13	330,549.07
NET INCOME	-38,495.20	1,283.94	152,521.56	-6,970.68	145,550.88		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	38,495.20	28,829.70	200,257.93	39,721.34	239,979.27	121,384.46	345,956.40
NET ADJ'D INCOME	-38,495.20	0.00	152,521.56	-22,378.01	130,143.55		0.00

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

Bluewater Bay MSBU
Expenses by Vendor Detail Sept
June 2020

VENDOR	Date	Memo	Account	Amount
BENJAMIN F ANDERSON	06/29/2020	FEB20 TAX	TAX COLLECTOR COMMISSION	31.98
	06/29/2020	MAY20 TAX	TAX COLLECTOR COMMISSION	36.15
				<u>68.13</u>
Total BENJAMIN F ANDERSON				15,624.74
BRIGHTVIEW LANDSCAPE MAINTENANCE	06/11/2020	MAY20 SERVICE	LANDSCAPE CONTRACT	15,624.74
	06/11/2020	JUN20 SERVICE	LANDSCAPE CONTRACT	514.00
	06/11/2020	REPLACE 2 STUCK VALVES 1 1/2', 1'	LANDSCAPE IRRIGATION	31,763.48
Total BRIGHTVIEW LANDSCAPE MAINTENANCE				93.28
CA FLORIDA HOLDING	06/18/2020	LEGAL ADS REF 34871819	ADVERTISING	93.28
Total CA FLORIDA HOLDING				1,464.97
CHELCO	06/11/2020	APRIL 2020 LIGHTS & PUMPS	ELEC LIGHTS & PUMPS	1,534.06
	06/11/2020	MAY 2020 LIGHTS & PUMPS	ELEC LIGHTS & PUMPS	2,998.03
Total CHELCO				2,200.00
PROGRESSIVE MANAGEMENT OF AMERICA, INC.	06/11/2020	MANAGEMENT FEES	ADMIN MANAGEMENT FEES	341.13
	06/11/2020	C/C DAN SIMPSON, SIGN POST, SERVICE CALL, LOCKS, LETTERING	SIGN R&M	5.23
	06/11/2020	C/C DAN SIMPSON, REPAIR PARTS	SIGN R&M	4.32
	06/18/2020	MAY BOARD COPIES	OFFICE SUPPLIES	8.17
	06/18/2020	APR BOARD COPIES	OFFICE SUPPLIES	22.43
	06/18/2020	MAR BOARD COPIES	OFFICE SUPPLIES	2,581.28
Total PROGRESSIVE MANAGEMENT OF AMERICA, INC.				990.00
SOUTHERN OWNERS	06/11/2020	INSURANCE EXP GENERAL LIABILITY 06/17/20-06/17/20	GENERAL LIABILITY	990.00
Total SOUTHERN OWNERS				<u>38,495.20</u>
TOTAL				

OKALOOSA COUNTY BOCC
REVENUE STATUS REPORT

SUNGARD PENTAMATION, INC.
DATE: 07/08/2020
TIME: 11:57:27

SELECTION CRITERIA: revledgr.key_orgn='1695R'
ACCOUNTING PERIOD: 10/20

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	.00	.00	347,241.87	-12,241.87	103.65
361101	INTEREST ON TIME DEPOSIT	.00	.00	.00	3,138.93	-3,138.93	.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	8,000.00	.00	100.00
366990	DONATIONS-OTHER	8,000.00	.00	.00	519.31	-519.31	.00
369990	OTHER MISC REVENUE	.00	.00	.00	.00	.00	.00
386701	TRF FROM TAX COLL-EX FEE	.00	.00	.00	.00	.00	.00
389901	BALANCES-CASH	110,974.00	.00	.00	358,900.11	110,974.00	.00
TOTAL BLUEWATER BAY REVENUE		453,974.00	.00	.00		95,073.89	79.06
TOTAL BLUEWATER BAY REVENUE		453,974.00	.00	.00	358,900.11	95,073.89	79.06
TOTAL M.S.B.U. FUND		453,974.00	.00	.00	358,900.11	95,073.89	79.06
TOTAL REPORT		453,974.00	.00	.00	358,900.11	95,073.89	79.06

OKALOOSA COUNTY BOCC
EXPENDITURE STATUS REPORT

SUNGARD PENTAMATION, INC.
DATE: 07/08/2020
TIME: 11:59:27

SELECTION CRITERIA: expldgr.key_orgn='1695'
ACCOUNTING PERIOD: 9/20

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 MSB
DEPARTMENT-1695 BLUEWATER BAY MSB

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
531100	PS-CONSULTANT	26,400.00	2,200.00	.00	21,419.00	4,981.00	81.13
534607	CS-LAWN SERVICE	187,497.00	31,249.48	.00	140,622.66	46,874.34	75.00
534900	CS-OTHER	56,986.00	514.00	.00	9,529.00	47,457.00	16.72
543003	UTILITIES-LIGHTING	18,300.00	2,999.03	.00	13,697.68	4,602.32	74.85
545010	INSURANCE-GEN LIABILITY	3,700.00	990.00	.00	990.00	2,710.00	26.76
545901	INSURANCE-COMMISS BONDS	100.00	.00	.00	.00	100.00	.00
546990	RM-OTHER	.00	.00	.00	100.00	-100.00	.00
549004	COMMISSIONS-PROP APPRAIS	5,259.00	.00	.00	3,268.47	1,990.53	62.15
549005	COMMISSIONS-TAX COLLECTO	6,919.00	68.13	.00	6,945.58	-26.58	100.38
549901	LEGAL ADVERTISING	200.00	93.28	.00	93.28	106.72	46.64
551001	OFFICE SUPPLIES	1,000.00	34.92	.00	373.93	626.07	37.39
552013	SIGN MATERIALS	4,840.00	346.36	.00	3,058.59	1,781.41	63.19
552800	COMPUTER SUPPLIES	160.00	.00	.00	159.74	.26	99.84
563713	WOODLANDS PARK PLAY STRU	14,420.00	.00	.00	.00	14,420.00	.00
599010	RESERVE/CASH CARRYFORWAR	128,193.00	.00	.00	.00	128,193.00	.00
	TOTAL BLUEWATER BAY MSBU	453,974.00	38,495.20	.00	200,257.93	253,716.07	44.11
	TOTAL BLUEWATER BAY MSBU	453,974.00	38,495.20	.00	200,257.93	253,716.07	44.11
	TOTAL M.S.B.U. FUND	453,974.00	38,495.20	.00	200,257.93	253,716.07	44.11
	TOTAL REPORT	453,974.00	38,495.20	.00	200,257.93	253,716.07	44.11