



Bluewater Bay Municipal Benefit Services Unit

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

Finance Committee Report

Review of September 2020 FY19-20 Financials

- \$0.00 of assessments & interest was collected in September.
 - Total Y-T-D Collected - \$352,104.10
- \$0.00 Other Misc. Revenues were collected in September.
 - Total Y-T-D Received - \$8,519.31
- \$28,274.20 of expenses were incurred for the month includes the following:
 - Total Y-T-D Expense - \$278,238.62
 - Landscape Contract – Monthly Landscape Services – Sep'20 (\$15,624.70)
 - Services Other – Common Area Enhancements – (\$10,640.52)
 - Utilities – Lighting – August Services (\$1,566.64)
 - Sign R&M – School Bus Stop Supplies (\$179.30)
 - Office Supplies – Print Board Meeting Packages, Meeting Signs, Meeting Room (\$263.04)

Financial Reconciliation

General Fund		Reserve Fund	
Receipts to Date	360,623.41	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 **	(38,601.51)	2018 Committed Expenses	(24,149.21)
Expenditures	(278,238.62)	Balance Cash (Carry Over)	
Subtotal	61,126.61	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	85,275.82	Balance	2,027.80

** Amount includes Reserve Allocation

NOTE: The final 2018-2019 year-end reconciliation has been provided by Okaloosa County on 08/06/20. Okaloosa County provided a resolution amending the fiscal year 2019 budget No.19-47.

Committed Project Expense Funds

Total: \$23,194.18 (EXCLUDES ***OTHER COMMITTED PROJECT EXPENSE FUNDS**)**

11/12/19 Meeting

\$14,420.00 – 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.

08/11/20 Meeting

\$750.00 – Pam Ragnoli moved to approve not to exceed \$750.00 out of Signage toward road post installation on Bay Drive. Steve Boswell seconded the motion. Motion Approved Unanimously.

09/08/20 Meeting

\$4,257.18 – Debbie Stretch moved to approve submitted proposal for work at four triangle beds for \$4,257.18. Rich Johnson seconded the motion. Motion Approved Unanimously.

\$1,500.00 – Debbie Stretch moved to approve submitted proposal for not to exceed \$1,500 to troubleshoot issues found on three systems. Rich Johnson seconded the motion. Motion Approved Unanimously.

\$2,267.00 – Debbie Stretch moved to approve submitted proposal of \$1,500 for September Irrigation Repairs Report basic irrigation repairs. 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/ \$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

SEPTEMBER 30, 2020

ACCOUNT DESCRIPTION	Sep'20	Monthly	YTD	YTD	YTD	Budget \$	Annual
	Actual	Budget	Actual	Committed	Actual/ Committed	Remaining	Budget
REVENUE							
325212 - BLUEWATER BAY ASSESSMENTS	0.00	28,829.70	348,956.83	0.00	348,956.83	-3,000.43	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	3,147.27	0.00	3,147.27	-3,147.27	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	360,623.41	17,343.33	377,966.74	-23,491.03	345,956.40
EXPENSES							
531100 - PS CONSULTANT							
ADMIN MANAGEMENT FEES	0.00	2,200.00	26,400.00	0.00	26,400.00	0.00	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	27,275.00	0.00	27,275.00	-875.00	26,400.00
534607 - CS LAWN SERVICE							
LANDSCAPE CONTRACT	15,624.70	15,624.74	187,496.84	0.00	187,496.84	0.04	187,496.88
TOTAL 534607 - CS LAWN SERVICE	15,624.70	15,624.74	187,496.84	0.00	187,496.84	0.04	187,496.88
534900 - CS OTHERS							
COMMON AREA ENHANCEMENTS	10,640.52	2,348.85	10,640.52	22,444.18	33,084.70	-4,898.49	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	1,250.00	5,591.52	0.00	5,591.52	9,408.48	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	10,640.52	4,748.85	24,897.04	22,444.18	47,341.22	9,644.99	56,986.21
543003 - UTILITIES LIGHTING							
ELEC LIGHTS & PUMPS	1,566.64	1,525.00	18,383.34	0.00	18,383.34	-83.34	18,300.00
Total 543003 - UTILITIES LIGHTING	1,566.64	1,525.00	18,383.34	0.00	18,383.34	-83.34	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	3,503.93	0.00	3,503.93	-1,203.93	2,300.00
GENERAL LIABILITY	0.00	116.67	990.00	0.00	990.00	410.00	1,400.00
TOTAL 545010 - INSURANCE GENERAL LIABILITY	0.00	308.33	4,493.93	0.00	4,493.93	-793.93	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	4,357.96	0.00	4,357.96	900.58	5,258.54
TOTAL 549004 - COMMISSIONS PROP APPRAISER	0.00	438.21	4,357.96	0.00	4,357.96	900.58	5,258.54
549005 - COMMISSION TAX COLLECTOR							
TAX COLLECTOR COMMISSION 2%	0.00	576.59	6,979.87	0.00	6,979.87	-60.74	6,919.13

BLUEWATER BAY MSBU

STATEMENT OF REVENUE EXPENSE BUDGET PERFORMANCE SEPTEMBER 30, 2020

ACCOUNT DESCRIPTION	Sep'20	Monthly	YTD	YTD	YTD	Budget \$	Annual
	Actual	Budget	Actual	Committed	Actual/ Committed	Remaining	Budget
TOTAL 549005 - COMMISSIONS TAX COLLECTOR	0.00	576.59	6,979.87	0.00	6,979.87	-60.74	6,919.13
549901 - LEGAL ADVERTISING							
ADVERTISING	0.00	16.67	190.05	0.00	190.05	9.95	200.00
TOTAL 549901 - LEGAL ADVERTISING	0.00	16.67	190.05	0.00	190.05	9.95	200.00
551001 - OFFICE SUPPLIES							
OFFICE SUPPLIES	132.04	83.33	535.96	0.00	535.96	464.04	1,000.00
TOTAL 551001 - OFFICE SUPPLIES	132.04	83.33	535.96	0.00	535.96	464.04	1,000.00
552013 - SIGN MATERIALS							
SIGN R&M	179.30	403.33	1,287.89	0.00	1,287.89	3,552.11	4,840.00
SIGN STREET	131.00	0.00	2,081.00	750.00	2,831.00	-2,831.00	0.00
TOTAL 552013 - SIGN MATERIALS	310.30	403.33	3,368.89	750.00	4,118.89	721.11	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	28,274.20	27,545.76	278,238.62	23,194.18	301,432.80	29,116.27	330,549.07
NET INCOME	-28,274.20	1,283.94	82,384.79	-5,850.85	76,533.94		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	28,274.20	28,829.70	278,238.62	38,601.51	316,840.13	44,523.60	345,956.40
NET ADJ'D INCOME	-28,274.20	0.00	82,384.79	-21,258.18	61,126.61		0.00

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

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

VENDOR	Date	Memo	Account	Amount
BRIGHTVIEW LANDSCAPE MAINTENANCE				
	09/03/2020	REPLACE ROSES AND HAWTHORNS INV 6867211	COMMON AREA ENHANCEMENTS	4,849.01
	09/21/2020	LAWN SERVICE CONTRACT SEP20	LANDSCAPE CONTRACT	15,624.70
	09/21/2020	REMOVE EXISTING HAWTHORNS, ADD DIRT, PINE STRAW, INV 6961914	COMMON AREA ENHANCEMENTS	905.00
	09/21/2020	INSTALL SOIL, TURF ON OAKMOUNT BLVD, INV 6996338	COMMON AREA ENHANCEMENTS	2,892.40
	09/30/2020	REPLACE HAWTHORNS, INV 7007032	COMMON AREA ENHANCEMENTS	1,994.11
				<u>26,265.22</u>
Total BRIGHTVIEW LANDSCAPE MAINTENANCE CHELCO				<u>1,566.64</u>
Total CHELCO				<u>1,566.64</u>
J'S PROFESSIONAL HOME SERVICES, LLC				
	09/30/2020	1 SCHOOL BUS STOP BENCH SUPPLIES	SIGN R&M	179.30
				<u>179.30</u>
Total J'S PROFESSIONAL HOME SERVICES, LLC PROGRESSIVE MANAGEMENT OF AMERICA, INC.				
	09/21/2020	AUG'20 COPIES	OFFICE SUPPLIES	20.21
	09/21/2020	MEETING ROOM CHARGE 07/18/20	OFFICE SUPPLIES	37.28
	09/21/2020	MEETING SIGNS 07/07/20	SIGN STREET	86.40
	09/30/2020	MEETING ROOM CHARGE 08/12/20	OFFICE SUPPLIES	74.55
	09/30/2020	MEETING SIGNS 09/13/20	SIGN STREET	44.60
				<u>263.04</u>
Total PROGRESSIVE MANAGEMENT OF AMERICA, INC. TOTAL				<u>28,274.20</u>

SELECTION CRITERIA: revldgr.key_orgn='1695R'
 ACCOUNTING PERIOD: 12/20

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	348,956.83	-13,956.83	104.17
361101	INTEREST ON TIME DEPOSIT	.00	.00	.00	3,147.27	-3,147.27	.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	.00	.00	519.31	-519.31	.00
386701	TRF FROM TAX COLL.-EX FEE	.00	.00	.00	.00	.00	.00
389901	BALANCES-CASH	110,974.00	.00	.00	.00	110,974.00	.00
TOTAL BLUEWATER BAY REVENUE		453,974.00	.00	.00	360,623.41	93,350.59	79.44
TOTAL BLUEWATER BAY REVENUE		453,974.00	.00	.00	360,623.41	93,350.59	79.44
TOTAL M.S.B.U. FUND		453,974.00	.00	.00	360,623.41	93,350.59	79.44
TOTAL REPORT		453,974.00	.00	.00	360,623.41	93,350.59	79.44

OKALOOSA COUNTY BOCC
EXPENDITURE STATUS REPORT

SUNGARD PENTAMATION, INC.
DATE: 10/08/2020
TIME: 15:09:28

SELECTION CRITERIA: expLedgr.key_orign='1695'
ACCOUNTING PERIOD: 12/20

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	.00	.00	28,019.00	-1,619.00	106.13
534607	CS-LAWN SERVICE	187,497.00	15,624.70	.00	187,496.84	.16	100.00
534900	CS-OTHER	56,986.00	10,640.52	.00	24,897.04	32,088.96	43.69
543003	UTILITIES-LIGHTING	18,300.00	1,566.64	.00	18,383.34	-83.34	100.46
543010	UTILITIES-WATER & SEWER	.00	.00	.00	.00	.00	.00
545010	INSURANCE-GEN LIABILITY	3,700.00	.00	.00	3,749.93	-49.93	101.35
545901	INSURANCE-COMMISS BONDS	100.00	.00	.00	100.00	0.00	.00
546990	RM-OTHER	.00	.00	.00	100.00	-100.00	.00
549004	COMMISSIONS-PROP APPRAIS	5,259.00	.00	.00	4,357.96	901.04	82.87
549005	COMMISSIONS-TAX COLLECTO	6,919.00	.00	.00	6,979.87	-60.87	100.88
549901	LEGAL ADVERTISING	200.00	.00	.00	190.05	9.95	95.03
551001	OFFICE SUPPLIES	1,000.00	132.04	.00	535.96	464.04	53.60
552013	SIGN MATERIALS	4,840.00	310.30	.00	3,368.89	1,471.11	69.61
552800	COMPUTER SUPPLIES	160.00	.00	.00	159.74	.26	99.84
563192	BWB WINGED FOOT SIDEWALK	.00	.00	.00	.00	.00	.00
563193	BWB WOODLANDS SIDEWALK	.00	.00	.00	.00	.00	.00
563713	WOODLANDS PARK PLAY STRU	14,420.00	.00	14,420.00	.00	.00	100.00
599010	RESERVE/CASH CARRYFORWAR	128,193.00	.00	.00	.00	128,193.00	.00
	TOTAL BLUEWATER BAY MSBU	453,974.00	28,274.20	14,420.00	278,238.62	161,315.38	64.47
	TOTAL BLUEWATER BAY MSBU	453,974.00	28,274.20	14,420.00	278,238.62	161,315.38	64.47
	TOTAL M.S.B.U. FUND	453,974.00	28,274.20	14,420.00	278,238.62	161,315.38	64.47
	TOTAL REPORT	453,974.00	28,274.20	14,420.00	278,238.62	161,315.38	64.47