

**EAST CENTRAL FLORIDA REGIONAL  
PLANNING COUNCIL**

**ANNUAL FINANCIAL REPORT**

**Year Ended September 30, 2023**

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## INDEPENDENT AUDITOR'S REPORT

Honorable Members of the  
East Central Florida Regional Planning Council  
Orlando, Florida

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the accompanying financial statements of the governmental activities and General Fund of East Central Florida Regional Planning Council (the "Council") as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and General Fund of the Council, as of September 30, 2023, and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Council, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Emphasis-of-Matter***

##### *Change in Accounting Principle*

As discussed in Notes 4 and 5 to the financial statements, in the year ended September 30, 2023, the Council adopted the provisions of Government Accounting Standards Board Statement ("GASBS") Number 96, *Subscription-Based Information Technology Arrangements*. Our opinion is not modified with respect to this matter.

#### ***Responsibilities of Management 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, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Council's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

***Auditor's Responsibility for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Council's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Council's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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.

Honorable Members of the  
East Central Florida Regional Planning Council

***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Council’s basic financial statements as a whole. The Schedule of Revenues, Expenditures, and Changes in Fund Balance – General Fund (the “Schedule”), as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements.

The Schedule is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 27, 2024 on our consideration of the 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 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 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 the Council’s internal control over financial reporting and compliance.

***MSL, P.A.***

Certified Public Accountants

Orlando, Florida  
June 27, 2024

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
Year Ended September 30, 2023

Our discussion and analysis of East Central Florida Regional Planning Council's (the "Council") financial performance presents an overview of the Council's activities for the fiscal year ended September 30, 2023. Please read it in conjunction with the financial statements following this Management's Discussion and Analysis ("MD&A").

**Overview of the Financial Statements**

The organization-wide and fund financial statements are combined for this annual report as all activities of the Council are governmental activities. The report consists of the organization-wide and fund statements, notes to the financial statements, required supplementary information and other supplementary information. The statements are designed to provide readers with a broad overview of the Council's finances, in a manner similar to a private-sector business.

The Statement of Net Position and Governmental Fund Balance Sheet presents information on all of the Council's assets, liabilities, and deferred inflows of resources, with the difference between them 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 and Governmental Fund Revenues, Expenditures and Changes in Fund Balance presents information showing how the Council's net position changed during the most recent fiscal year. The Council uses the economic resources measurement focus and the accrual basis of accounting. All changes in net position are reported 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 (i.e. grants receivable and earned, and unused vacation leave). These governmental activities are primarily supported by member assessments and grants.

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Council uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. All of the Council's grants are shown in the General Fund.

The notes to the financial statements 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 can be found after the Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balance.

**Financial Analysis**

Net position may serve over time as a useful indicator of the Council's financial position. At the close of the fiscal year, assets exceeded liabilities by \$1,891,592. Net investment in capital assets represents 2.6% of net position and, thus, is not available for future spending. The balance is unrestricted net position of \$1,843,216 and is available to meet the Council's obligations to its partners and citizens. While there may be long-term management plans for unrestricted net position, they must be shown as unrestricted until external legal restrictions on their use occur. The Council has no restricted net position at September 30, 2023.

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
Year Ended September 30, 2023

Capital assets increased by \$373,229 mostly from recognition of the new office lease executed during the year for \$398,389. Long term liabilities increased by \$391,442 from recognition of the same office lease.

The following is a comparative summary of the Statement of Net Position:

<b>ASSETS</b>	<b>FY23</b>	<b>FY22</b>
Current and Other Assets	\$ 2,167,360	\$ 1,802,954
Capital assets, net	<u>465,494</u>	<u>92,265</u>
<b>Total Assets</b>	<u>2,632,854</u>	<u>1,895,219</u>
<b>LIABILITIES</b>		
Current and Other Liabilities	250,257	206,396
Long Term Liabilities	<u>491,005</u>	<u>99,563</u>
<b>Total Liabilities</b>	<u>741,262</u>	<u>305,959</u>
<b>NET POSITION</b>		
Net Investment in Capital Assets	48,376	65,783
Unrestricted	<u>1,843,216</u>	<u>1,523,477</u>
<b>Total Net Position</b>	<u>\$ 1,891,592</u>	<u>\$ 1,589,260</u>

Governmental activities increased the Council's net position by \$302,332. Operating grant revenues increased by \$933,041 from the prior year, with corresponding increases in general government consulting and personnel expenses of \$466,405 and public safety consulting and personal expenses of \$638,217 to plan and carry out those projects.

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
Year Ended September 30, 2023

The following is a comparative summary of the Statement of Activities:

<b>Revenues</b>	<u><b>FY23</b></u>	<u><b>FY22</b></u>
Program Revenues		
Charges for Services	\$ 927,069	\$ 908,781
Operating Grants	2,734,224	1,801,183
Capital Grants	-	1,068
General Revenues	<u>62,433</u>	<u>15,006</u>
Total Revenues	<u>3,723,726</u>	<u>2,726,038</u>
<b>Expenses</b>		
General Government	1,802,914	1,336,509
Public Safety	1,084,542	446,325
Physical Environment	231,773	302,823
Transportation	20,657	20,657
Economic Environment	<u>281,508</u>	<u>424,231</u>
Total Expenses	<u>3,421,394</u>	<u>2,530,545</u>
Change in Net Position	302,332	195,493
Net Position - Beginning	<u>1,589,260</u>	<u>1,393,767</u>
Net Position - Ending	<u>\$ 1,891,592</u>	<u>\$ 1,589,260</u>

The General Fund is the operating fund of the Council. At the end of fiscal year 2023, unassigned fund balance was \$1,253,273, while the total fund balance reached \$1,338,398. As a measure of liquidity, the unassigned fund balance represents 33% of total current year expenditures and the total fund balance represents 35% of total current year expenditures. The fund balance of the General Fund decreased by \$12,439 during the fiscal year ended 2023. The decrease was primarily due to additional consulting expenditures to carry out the Council's projects.

**General Fund Budgetary Highlights**

The General Fund final budgeted expenditures were decreased by \$77,724 and final budgeted revenues were decreased by \$20,751 from the original adopted budget during FY23. The decrease in budgeted revenues and expenditures resulted from anticipated projects that were not contracted during the year. The General Fund actual revenues were \$155,901 less than the final budget due to timing of project reimbursements. The actual expenditures were \$414,630 more than the final amended budget for capital outlay costs to recognize leases and software subscriptions due to new accounting standards.

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
Year Ended September 30, 2023

**Capital Assets**

The Council's capital assets for its governmental activities as of September 30, 2023 amount to \$465,494 (net of accumulated depreciation and amortization). This investment in capital assets includes furniture, fixtures, software, equipment, and right to use intangible assets. The total increase in the Council's investment in capital assets for the current fiscal year was \$373,229. The main cause of this increase was recording new lease and software subscription assets. The beginning balance of the Right to use intangibles was restated by \$23,979 due to implementation of GASB Statement No. 96, *Subscription-based Information Technology Arrangements (SBITA)*. The following table displays the Council's capital assets.

	<b>FY23</b>	<b>FY22</b>
<u>Depreciable:</u>		
Office furniture, fixtures and equipment	\$ 131,076	\$ 117,199
Software	298,241	302,968
Right to Use intangibles	471,756	30,519
	901,073	450,686
Less accumulated depreciation and amortization	(435,579)	(358,421)
Capital assets, net	\$ 465,494	\$ 92,265

Additional information on the Council's capital assets can be found in Note 4 of this report.

**Long term Debt**

The Council's long term debt included leases and SBITA liability of \$417,118. The lease and SBITA liability of \$99,563 at the beginning of the year was increased by additional lease and SBITAs of \$447,777 reduced by scheduled principal payments of \$57,141. The beginning balance of the Lease and SBITA liability was restated by \$23,979 due to implementation of GASB Statement No. 96, *Subscription-based Information Technology Arrangements (SBITA)*. Additional information on the Council's long term debt can be found in Note 5 of this report.

**Economic Factors and Next Year's Budget and Rates**

The overall financial position and results of operations for the Council remained stable for the fiscal year ended September 30, 2023. As the region's needs continue to grow, local funding sources may show greater strain. For the 2024 fiscal year, the local assessments remained at \$.2089 per capita.

**Requests for Information**

This financial report is designed to present users with a general overview of the Council's finances and to demonstrate the Council's accountability. If you have any questions concerning any of the information provided in this report or need additional financial information, contact the Council's Finance Department, 455 North Garland Avenue, Suite 414, Orlando, Florida 32801.

## EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

### STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET

September 30, 2023

	<b>General Fund</b>	<b>Adjustments (Note 2)</b>	<b>Statement of Net Position</b>
<b>ASSETS</b>			
Cash and cash equivalents	\$ 644,556	\$ -	\$ 644,556
Due from other governments	1,437,679	-	1,437,679
Prepays	85,125	-	85,125
Capital assets, net	-	465,494	465,494
<b>Total Assets</b>	<b>\$ 2,167,360</b>	<b>465,494</b>	<b>2,632,854</b>
<b>LIABILITIES</b>			
Accounts payable	50,224	-	50,224
Accrued liabilities	23,104	-	23,104
Unearned revenue	176,929	-	176,929
Long term liabilities	-	491,005	491,005
<b>Total Liabilities</b>	<b>250,257</b>	<b>491,005</b>	<b>741,262</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable earned revenues	578,705	(578,705)	-
<b>FUND BALANCES / NET POSITION</b>			
Fund balances:			
Nonspendable prepaid items	85,125	(85,125)	-
Unassigned	1,253,273	(1,253,273)	-
Total Fund Balances	<b>1,338,398</b>	<b>(1,338,398)</b>	<b>-</b>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balances</b>	<b>\$ 2,167,360</b>		
Net position:			
Net Investment in capital assets		48,376	48,376
Unrestricted		1,843,216	1,843,216
<b>Total Net Position</b>		<b>\$ -</b>	<b>\$ 1,891,592</b>

*The accompanying notes are an integral part of the financial statements.*

## EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

### STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

For the Year Ended September 30, 2023

	<u>General Fund</u>	<u>Adjustments (Note 2)</u>	<u>Statement of Activities</u>
<b>Revenues</b>			
Operating grants and contributions	\$ 2,401,240	\$ 332,984	\$ 2,734,224
Charges for services	927,069	-	927,069
Interest income	147	-	147
Miscellaneous revenues	62,286	-	62,286
Total Revenues	<u>3,390,742</u>	<u>332,984</u>	<u>3,723,726</u>
<b>Expenditures / Expenses</b>			
General Government			
Programs and operations	1,730,106	806	1,730,912
Depreciation and amortization	-	66,818	66,818
Debt service - principal	57,141	(57,141)	-
Debt service - interest	5,184	-	5,184
Capital outlay	462,713	(462,713)	-
Public Safety			
Programs and operations	1,082,533	-	1,082,533
Depreciation and amortization	-	2,009	2,009
Physical Environment			
Programs and operations	231,773	-	231,773
Transportation			
Depreciation and amortization	-	20,657	20,657
Economic Environment			
Programs and operations	281,508	-	281,508
Total Expenditures/Expenses	<u>3,850,958</u>	<u>(429,564)</u>	<u>3,421,394</u>
Excess (deficiency) of revenues over (under) expenditures	(460,216)	-	-
<b>Other Sources</b>			
Other Financing Sources	<u>447,777</u>	<u>(447,777)</u>	<u>-</u>
Change in fund balance / net position	(12,439)	314,771	302,332
<b>Fund Balance / Net Position</b>			
Beginning of the year	<u>1,350,837</u>	<u>238,423</u>	<u>1,589,260</u>
End of the year	<u>\$ 1,338,398</u>	<u>\$ 553,194</u>	<u>\$ 1,891,592</u>

*The accompanying notes are an integral part of the financial statements.*

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS**  
September 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. The Reporting Entity**

The East Central Florida Regional Planning Council (“Council”) is a voluntary association of local governmental units organized under the authority of Chapter 186 (formerly Chapter 160) of the Florida Statutes. Its primary activity is the administration of governmental grants for various purposes.

The accompanying financial statements present the financial position and results of operations of the applicable fund type controlled by or dependent upon the Council. In evaluating the Council as a reporting entity, management has addressed all potential component units for which the Council may or may not be financially accountable and, as such, be includable within the Council’s financial statements. No component units exist which would require inclusion in the Council’s financial statements.

**B. Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the Council. The Council only has governmental activities and does not engage in any business-type activities. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges for services, which includes member assessments; 2) operating grants; 3) capital grants and contributions; and 4) miscellaneous revenues. General revenues include interest income. Fund financial statements are presented for the Council’s General Fund. This fund is considered to be a major fund.

**C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements 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 are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Council considers revenues to be available if they are collected within 60 days of the end of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences and long-term lease agreements are recorded only when payment is due.

**D. Budgets and Budgetary Accounting**

On or before October 1 of each year, the Council adopts an annual budget sufficient to support the anticipated work program for the year. The budget is adopted on a total basis and not at the fund level. It includes combined revenues from all sources, including federal, state, local and private grants-in-aid, contracts, loans, fees, and such other fund sources legitimately available to the Council.

**E. Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, demand deposits, and certificates of deposit with maturity of 12 months or less.

**F. Prepaids**

Prepaids represent payments made to vendors for services that will benefit beyond September 30, 2023. These payments are recorded as expenditures or expenses when consumed rather than when purchased.

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
September 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

**G. Capital Assets**

Capital assets include property, equipment, software, furniture, and software in development; and are reported in governmental activities in the government-wide financial statements. Property, plant, equipment and software intangibles with initial, individual costs that equal or exceed \$500 and estimated useful lives of over one year are recorded as capital assets. Right to use lease intangible assets are recorded as capital assets when the lease asset is \$5,000 or greater. Right to use software subscription intangible assets (SBITAs) are recorded as capital assets when the SBITA asset is \$2,000 or greater. Office furniture, software and equipment purchased in the General Fund are recorded as expenditures at time of purchase in the governmental fund statements. Gifts or contributions of capital assets are recorded in the general fund at acquisition value at the time received. Depreciation and amortization have been provided on capital assets as a direct charge using the straight-line method over the estimated useful lives of the various classes of depreciable and amortizable assets, which range from 3-15 years.

**H. Compensated Absences**

It is the Council's policy to grant employees paid leave based upon the number of years of employment with the Council. Paid leave may be used as time off or accrued up to the policy maximum. Such leave pay shall be made at the employee's current rate of pay. The Council records compensated absences in governmental funds, only if they have matured, as expenditures for the amount accrued during the year that would normally be liquidated with expendable, available financial resources. The Council accrues compensated absences in the period they are earned in the government-wide statements as a long-term liability.

**I. Leases and Software Subscriptions (SBITA) Liability**

The Council enters into noncancelable contracts for the right to use equipment, facilities and subscription software in its operations. When the Council is the lessee or subscriber, the contracts result in recognition of a right to use intangible asset that is offset by a lease or SBITA liability. Lease and SBITA intangible assets are reported with capital assets, and lease and SBITA liabilities are reported with long-term liabilities on the government-wide financial statements.

At commencement of a lease or SBITA when the Council is the lessee or subscriber, the Council initially measures the lease or SBITA liability at present value of total payments over the contract term. The lease or SBITA asset is measured as the value of the lease or SBITA liability, adjusted for any prepayments, plus certain initial direct costs. Estimates and judgments are sometimes made when determining the discount rate and overall term of these agreements. The Council monitors its lease and SBITA agreements for significant changes in circumstances that warrant a remeasurement of the liability and associated intangible asset.

**J. Unearned Revenues**

Deposits collected for development of regional impact (DRI) reviews and grant receipts in excess of costs incurred are recorded as unearned revenues.

**K. Deferred Inflows of Resources**

Deferred inflows of resources for unavailable earned revenues include amounts collected before the revenue recognition criteria are met. These amounts consist primarily of grant revenues and some DRI review revenues.

**L. Indirect Costs**

Certain administrative costs are recorded in the General Fund as indirect costs in the Council's accounting system and allocated to project and grant programs based upon an indirect cost rate appropriate in the circumstances. The rate is based upon direct salary and fringe benefit costs, and is calculated using actual indirect costs.

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
September 30, 2023

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued**

**M. Fund Balances and Spending Order**

In accordance with Accounting Standards, the Council classifies governmental fund balances as applicable:

- Nonspendable Fund Balance - represents fund balance that is (a) not in a spendable form such as prepaid items or (b) legally or contractually required to be maintained intact such as an endowment.
- Restricted Fund Balance - consists of amounts that can be spent only on the specific purposes stipulated by law or by the external providers of those resources.
- Committed Fund Balance - self-imposed limitations set in place prior to the end of the fiscal period. These amounts can be used only for the specific purposes determined by a formal action of the Council, which is the highest level of decision-making authority, and that require the same level of formal action to remove the constraint. The Council can establish, modify or rescind committed fund balance through formal approval of a resolution.
- Assigned Fund Balance - amounts that are subject to a purpose constraint that represents an intended use established by the Council or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the General Fund. Formal action is *not* necessary to impose, remove, or modify a constraint in Assigned Fund Balance. Additionally, this category is used to reflect the appropriation of a portion of existing fund balance to eliminate a projected deficit in the subsequent year's budget. The Council has not officially designated anyone with the authority to assign fund balance at this time.
- Unassigned Fund Balance - represents the residual classification of fund balance and includes all spendable amounts not contained within the other classifications of the General Fund.

When both restricted and unrestricted resources are available for use, it is the Council's policy to use unrestricted resources first, and then restricted resources, as they are needed for their intended purposes. For unrestricted resources, the Council considers that committed amounts would be reduced first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

**NOTE 2 – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

Adjustments were made to include capital assets (net of accumulated depreciation) and long-term liabilities on the statement of net position. This resulted in a net difference between ending governmental fund balances and total net position of \$553,194.

Ending governmental fund balances	\$ 1,338,398
Capital assets, net	465,494
Earned unavailable revenue	578,705
Long term portion of leases liability	(378,974)
Long term portion of SBITAs liability	(38,144)
Long term portion of accrued compensated absences	(73,887)
Total net position	<u>\$ 1,891,592</u>

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
September 30, 2023

**NOTE 2 – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS - Continued**

Adjustments were made to include depreciation expense, eliminate capital outlay expenditures and record the change in long-term compensated absences on the statement of activities. This resulted in a net difference between “excess (deficiency) of revenues over (under) expenditures” and “change in net position” of \$762,548.

Excess (deficiency) of revenues over (under) expenditures		\$ (460,216)
Change in earned portion of unavailable revenue		332,984
Depreciation and amortization expense		(89,484)
Principal paydown of lease and SBITA liabilities		57,141
Change in long term compensated absences		(806)
Capital outlay expenditures		462,713
Change in net position		<u>\$ 302,332</u>

**NOTE 3 – DEPOSITS AND INVESTMENTS**

Deposits

Deposits consist of demand accounts (interest and non-interest bearing). All deposits with financial institutions were 100% insured by Federal depository insurance or by collateral pursuant to the Public Depository Security Act of the State of Florida. The book balance at September 30, 2023 was \$644,556 and the bank balance was \$731,389.

Investments

The Council is authorized to invest in investment vehicles as defined in the written investment policy, which was approved by the Board. The policy specifies the authorized investment vehicles including repurchase agreements. The Council had no investments at September 30, 2023.

**NOTE 4 – CAPITAL ASSETS**

The following is a summary of changes in capital assets during the fiscal year:

	Balance 10/01/22 *	Additions	Transfers / Deletions	Balance 09/30/23
Office furniture, fixtures and equipment	\$ 117,199	\$ 14,936	\$ (1,059)	\$ 131,076
Software	302,968	-	(4,727)	298,241
Right to use SBITA	23,979	38,646	-	62,625
Right to use lease facilities	-	398,389	-	398,389
Right to use lease equipment	6,540	10,742	(6,540)	10,742
Less: Accumulated depreciation	(98,638)	(9,257)	1,059	(106,836)
Less: Accumulated amortization	(259,783)	(80,227)	11,267	(328,743)
Total capital assets, net	<u>\$ 92,265</u>	<u>\$ 373,229</u>	<u>\$ -</u>	<u>\$ 465,494</u>

\* Beginning balances have been restated due to implementation of GASB Statement No. 96.

The beginning balance was increased by \$23,979 for the implementation of GASB Statement No. 96, *Subscription-based Information Technology Arrangements*. Depreciation and amortization of \$66,818 are charged to the general government function, \$2,009 to the public safety function and \$20,657 to the transportation function.

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
September 30, 2023

**NOTE 5 – LONG-TERM LIABILITIES**

During the year ended September 30, 2023, the following changes occurred in long-term liabilities:

	Balance			Balance	Due in One
	10/01/22 *	Additions	Deletions	09/30/23	Year
Accrued compensated absences	\$ 73,081	\$ 101,383	\$ (100,577)	\$ 73,887	\$ 14,777
Lease and SBITA liability	26,482	447,777	(57,141)	417,118	99,506
Total Long term liabilities	<u>\$ 99,563</u>	<u>\$ 549,160</u>	<u>\$ (157,718)</u>	<u>\$ 491,005</u>	<u>\$ 114,283</u>

\* Beginning balances have been restated due to implementation of GASB Statement No. 96.

The beginning balance was increased by \$23,979 for the implementation of GASB Statement No. 96, *Subscription-based Information Technology Arrangements*.

**NOTE 6 – LEASE AND SOFTWARE SUBSCRIPTION (SBITA) LIABILITY**

In May 2023, the Council entered into lease agreements for office space and an office copier. Monthly rental payments for the office space are \$6,660 for 60 months, and for the office equipment are \$182 for 63 months with an interest rate of 2.45%. The Council's lease liability at September 30, 2023 is \$378,974.

The Council entered into software subscription (SBITA) agreements for several types of software. Annual subscription payments are \$25,548 with an interest rate range of .48% - 3.38%. The Council's SBITA liability at September 30, 2023 is \$38,144.

Future debt service for the leases and SBITAs are as follows:

Leases

September 30	Principal	Interest
2024	\$ 74,644	\$ 8,458
2025	78,949	6,581
2026	83,433	4,596
2027	88,104	2,500
2028	53,844	446
	<u>\$ 378,974</u>	<u>\$ 22,581</u>

SBITAs

September 30	Principal	Interest
2024	\$ 24,862	\$ 683
2025	13,282	206
	<u>\$ 38,144</u>	<u>\$ 889</u>

**NOTE 7 – POST-EMPLOYMENT BENEFITS**

Post-employment health care benefits are not required due to the Council's limited number of employees in accordance with the provisions of the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA). The Council considers there is no effect on its accounting and reporting until COBRA is a requirement.

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
 September 30, 2023

**NOTE 8 – EMPLOYEE BENEFIT PLAN**

The Council maintains a defined contribution pension plan, the East Central Florida Regional Planning Council Pension Trust (the Plan). Employees are eligible to participate in the Plan after six months of continuous service if they work more than 1,000 hours a year. Participants become vested as follows:

<u>Years of Continuous Service Completed</u>	<u>Vested</u>
1	0%
2	0%
3	40%
4	75%
5	100%

The Council has the authority for establishing and amending the Plan's provisions including benefit terms. The Plan is administered by the National Employers Retirement Trust. The Council is obligated under the Plan to make a contribution equal to 10% of the participant's annual base compensation. Employees of the Council are under no obligation to contribute to the Plan. The Council has the authority for establishing and amending the Plan's contribution requirements.

The Plan required a contribution of \$102,409 for the period ended September 30, 2023, or 10% of covered payroll of \$1,024,087. The Council recognized pension expense of \$102,409.

**NOTE 9 – 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 for all types of claims with nominal deductible amounts. There have been no significant reductions in insurance coverage during fiscal year 2023. Settled claims have not exceeded the commercial excess coverage in any of the past three years.

**NOTE 10 – COMMITMENTS AND CONTINGENCIES**

Amounts received or receivable from grantors are subject to audit and adjustment by grantor agencies, principally federal and state government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures, which may be disallowed by the grantor, cannot be determined at this time although the Council expects such amounts to be immaterial.

**NOTE 11 – EXCESS OF EXPENDITURES OVER APPROPRIATIONS**

The Council's expenditures exceeded its final appropriations by \$415,630 for fiscal year 2023. This was the result of recording capital outlay for a new lease and software subscription entered into during the year. This excess was offset by other financing sources of \$447,777.

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
**REQUIRED SUPPLEMENTARY INFORMATION**

BUDGETARY COMPARISON SCHEDULE

GENERAL FUND

For the Year Ended September 30, 2023

	<u>Budgeted Amounts</u>		<u>Actual</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>
<b>Revenues</b>			
Federal, state and local grants	\$ 2,636,074	\$ 2,610,373	\$ 2,401,240
Charges for services	931,070	936,120	927,069
Interest income	250	150	147
Miscellaneous revenues	-	-	62,286
Total Revenues	<u>3,567,394</u>	<u>3,546,643</u>	<u>3,390,742</u>
<b>Expenditures</b>			
General Government	1,556,907	1,517,220	1,730,106
Public Safety	974,162	949,329	1,082,533
Physical Environment	208,570	203,254	231,773
Transportation	-	-	-
Economic Environment	253,327	246,869	281,508
Debt service - principal	51,421	50,110	57,141
Debt service - interest	4,665	4,546	5,184
Capital outlay	465,000	465,000	462,713
Total Expenditures	<u>3,514,052</u>	<u>3,436,328</u>	<u>3,850,958</u>
Excess (deficiency) of revenues over (under) expenditures	53,342	110,315	(460,216)
Other financing sources	-	-	447,777
Net change in fund balance	53,342	110,315	(12,439)
Fund Balance at Beginning of Year	(53,342)	(110,315)	1,350,837
<b>Fund Balance at End of Year</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,338,398</u>

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**  
OTHER SUPPLEMENTARY INFORMATION

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

GENERAL FUND

For the Year Ended September 30, 2023

**Revenues:**

Charges for services	
Member assessments and contributions	\$ 927,069
Federal, state and local grants	2,401,240
Interest income	147
Miscellaneous revenues	62,286
<b>Total Revenues</b>	<b>3,390,742</b>

**Expenditures:**

Computer operations	4,300
Consultants	654,849
Contractual services	21,111
Equipment / capital outlay	465,955
Fringe benefits	389,178
Graphics	5,501
Indirect costs	354,277
Legal	40,028
Maintenance	22,817
Meetings	68,766
Memberships and publications	10,958
Office supplies	6,258
Other miscellaneous	3,212
Postage	677
Salaries	986,896
Training	723,517
Travel & per diem	30,330
Debt service - principal	57,141
Debt service - interest	5,187
<b>Total Expenditures</b>	<b>3,850,958</b>

Excess (deficiency) of revenues over (under) expenditures	(460,216)
Other financing sources	447,777
Net Change in Fund Balance	(12,439)
Fund Balance, beginning of year	1,350,837
Fund Balance, end of year	<b>\$ 1,338,398</b>

## **COMPLIANCE SECTION**

**East Central Florida Regional Planning Council**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE**  
For the year ended September 30, 2023

Agency/Federal Program	AL #	Grant #	Federal Expenditures
<b><u>NATIONAL SCIENCE FOUNDATION (NSF)</u></b>			
Passed through The University of Central Florida Board of Trustees Smart & Connected Communities	47.041	1952792	\$ 46,195
<b>TOTAL NSF</b>			<b>\$ 46,195</b>
<b><u>U.S. DEPARTMENT OF COMMERCE</u></b>			
Comprehensive Economic Development Strategics	11.302	ED20ATL3020018	29,884
Comprehensive Economic Development Strategics	11.302	ED23ATL3020013	60,321
Disaster Recovery Coordinator	11.307	04-79-07836	56,275
Passed through the State of Florida Department of Environmental Protection Passed through the City of Titusville/Titusville Community Resiliency Stewardship Program	11.419	NA22NOS4190033 CZ517	29,820
<b>Total U.S. Department of Commerce</b>			<b>\$ 176,300</b>
<b><u>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</u></b>			
Passed through State of Florida Department of Economic Development CDBG-MIT	14.228	MT020	195,020
<b>Total U.S. Department of Housing and Urban Development</b>			<b>\$ 195,020</b>
<b><u>U.S. DEPARTMENT OF TRANSPORTATION (PHMSA)</u></b>			
Passed through the Florida Division of Emergency Management: Hazardous Materials Emergency Preparedness FY23	20.703	693JK32240035HMEP	89,946
PHMSA TAG 2022 (Pipeline Emergency Response Initiative Technical Assistance Grant)	20.710	693JK32240007PTAG	95,095
<b>Total U.S. Department of Transportation</b>			<b>\$ 185,041</b>
<b><u>U.S. ENVIRONMENTAL PROTECTION AGENCY</u></b>			
CPRG (Climate Pollution Reduction Grants)	66.046	02D57423	7,792
Brownfields	66.818	02D07021	216,407
<b>Total U.S. Environmental Protection Agency</b>			<b>\$ 224,199</b>
<b>TOTAL EXPENDITURES OF FEDERAL AWARDS</b>			<b>\$ 826,755</b>

(continued on  
next page)

**East Central Florida Regional Planning Council**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE**  
For the year ended September 30, 2023

State Agency Name/Program Title	CSFA #	Grant #	State Expenditures
<b><u>FLORIDA DEPARTMENT OF COMMERCE (formerly Department of Economic Opportunity)</u></b>			
Passed through Volusia County Volusia LID Project	40.024	P0447	\$ 75,674
<b>TOTAL FLORIDA DEPARTMENT OF COMMERCE</b>			<b><u>\$ 75,674</u></b>
<b><u>FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION</u></b>			
Passed through Volusia County Countywide Vulnerability Assessment with Community Engagement	37.098	22PLN26	35,495
Passed through City of Edgewater City of Edgewater Vulnerability Assessment and Adaptation Action Plan	37.098	22PLN24	3,068
East Central Florida Regional Planning Council Resilience Project	37.098	24RRE02	8,643
Passed through City Ormond Beach Resilient Ormond Beach	37.098	22PLN25	37,439
Passed through Volusia County East Central Florida Regional Integrated Risk and Vulnerability Assessment	37.098	23RRE04	369,161
<b>TOTAL DEPARTMENT OF ENVIRONMENTAL PROTECTION</b>			<b><u>\$ 453,806</u></b>
<b><u>FLORIDA DIVISION OF EMERGENCY MANAGEMENT</u></b>			
LEPC (Local Emergency Planning Committee)	31.067	T0329	24,482
LEPC (Local Emergency Planning Committee)	31.067	T0179	24,412
Urban Search and Rescue Grant	31.078	T0282	685,005
Hazard Analysis	31.067	T0192	23,698
<b>TOTAL DIVISION OF EMERGENCY MANAGEMENT</b>			<b><u>\$ 757,597</u></b>
<b>TOTAL EXPENDITURES OF STATE FINANCIAL ASSISTANCE</b>			<b><u>\$ 1,287,077</u></b>
<b>TOTAL EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE</b>			<b><u>\$ 2,113,832</u></b>

**NOTE 1 Basis of Presentation**

The Schedule of Expenditures of Federal Awards and State Financial Assistance includes the federal and state grant activity of the East Central Florida Regional Planning Council and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the 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) and Chapter 10.550, *Rules of the Auditor General*. Therefore, amounts presented in this schedule may differ from amounts presented in, or used in, the preparation of the basic financial statements.

**NOTE 2 Indirect Cost Rate**

The East Central Florida Regional Planning Council has elected not to use the 10% de minimis indirect cost rate allowed under the OMB Uniform Guidance.



**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND STATE PROJECT AND ON INTERNAL CONTROL OVER COMPLIANCE AND REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE REQUIRED BY THE UNIFORM GUIDANCE AND CHAPTER 10.550, *RULES OF THE AUDITOR GENERAL***

Honorable Members of the  
East Central Florida Regional Planning Council  
Orlando, Florida

**Report on Compliance for Each Major Federal Program and State Project**

***Opinion on Each Major Federal Program and State Project***

We have audited the compliance of East Central Florida Regional Planning Council (the “Council”) with the types of compliance requirements described in the OMB *Compliance Supplement* and the requirements described in the Department of Financial Services’ *State Projects Compliance Supplement* that could have a direct and material effect on each of the Council’s major federal programs and state projects for the year ended September 30, 2023. The Council’s major federal programs and state projects are identified in the summary of auditor’s results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the 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 and state projects for the year ended September 30, 2023.

***Basis for Opinion for Each Major Federal Program and State Project***

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); and Chapter 10.550, *Rules of the Auditor General*. Our responsibilities under those standards; the Uniform Guidance; and Chapter 10.550, *Rules of the Auditor General* are further described in the Auditor’s Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Council and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Council’s compliance with the compliance requirements referred to above.

### ***Responsibility of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Council's federal programs and state projects.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Council's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance; and Chapter 10.550, *Rules of the Auditor General* will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Council's compliance with the requirements of each major federal program and state project as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, the Uniform Guidance, and Chapter 10.550, *Rules of the Auditor General*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Council's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Council's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance and Chapter 10.550, *Rules of the Auditor General*, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on 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 or state project on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or 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 or state project 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 or state project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Honorable Members of the  
East Central Florida Regional Planning Council

**Report on Internal Control over Compliance (Continued)**

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses as defined above. However, material weaknesses may exist that have not been identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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 and Chapter 10.550, *Rules of the Auditor General*. Accordingly, this report is not suitable for any other purpose.

**Report on Schedule of Expenditures of Federal Awards and State Financial Assistance Required by the Uniform Guidance and Chapter 10.550, Rules of the Auditor General**

We have audited the financial statements of the governmental activities and General Fund of the Council as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the Council's basic financial statements. We issued our report thereon dated June 27, 2024, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards and State Financial Assistance is presented for purposes of additional analysis, as required by the Uniform Guidance and Chapter 10.550, *Rules of the Auditor General*, and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements.

The 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 financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards and State Financial Assistance is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

**MSL, P.A.**

Certified Public Accountants

Orlando, Florida  
June 27, 2024

# EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended September 30, 2023

### SECTION I - SUMMARY OF INDEPENDENT AUDITOR'S RESULTS

#### Financial Statements

Type of Auditor's Report Issued:

**Unmodified Opinion**

Internal control over financial reporting:

- Material weakness(es) identified?                     Yes                     No
- Significant deficiency(ies) identified?                 Yes                     None reported
- Noncompliance material to financial statements noted?     Yes                     No

#### Federal Awards and State Financial Assistance

Internal control over major federal programs/state projects:

- Material weakness(es) identified?                     Yes                     No
- Significant deficiency(ies) identified?                 Yes                     None reported

Type of report issued on compliance for major federal programs and major state projects:

**Unmodified Opinion**

Any audit findings disclosed that are required to be reported in accordance with 200.516 of the Uniform Guidance or Chapter 10.557, *Rules of the Auditor General*?

Yes                     No

#### **Identification of Major Federal Programs and Major State Projects:**

**AL Numbers**

14.228  
66.818

**Name of Federal Program**

Community Development Block Grant/State's Program  
Brownfields Multipurpose, Assessment, Revolving  
Loan Fund, and Cleanup Cooperative Agreements

**CSFA Numbers**

31.078

**Name of State Project**

Urban Search and Rescue Sustainment Program

Dollar threshold used to distinguish between Type A and Type B programs:

Federal	<u>\$750,000</u>
State	<u>\$386,123</u>

Auditee qualified as low-risk auditee?                     Yes                     No

**EAST CENTRAL FLORIDA REGIONAL PLANNING COUNCIL**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS *(Continued)***

**For the Year Ended September 30, 2023**

**SECTION II - FINDINGS RELATED TO THE FINANCIAL STATEMENT AUDIT, AS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

None reported.

**SECTION III - FEDERAL AWARD FINDINGS AND STATE FINANCIAL ASSISTANCE FINDINGS AND QUESTIONED COSTS SECTION**

None reported.

**SECTION IV - PRIOR YEAR AUDIT FINDINGS**

None reported.



**INDEPENDENT AUDITOR’S 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***

Honorable Members of the  
East Central Florida Regional Planning Council  
Orlando, 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 General Fund of East Central Florida Regional Planning Council (the “Council”) as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the Council’s basic financial statements, and have issued our report thereon dated June 27, 2024.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Council’s internal control over financial reporting (internal control) as a basis for designing 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 the Council’s internal control. Accordingly, we do not express an opinion on the effectiveness of the 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 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 over financial reporting 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.

Honorable Members of the  
East Central Florida Regional Planning Council

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Council's financial statements are free of 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 financial statements. 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*.

Pursuant to provisions of Chapter 10.550, *Rules of the Auditor General*, we reported certain matters to management of the Council in a separate management letter dated June 27, 2024.

### **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 Council'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 Council's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**MSL, P.A.**

Certified Public Accountants

Orlando, Florida  
June 27, 2024



## INDEPENDENT ACCOUNTANT'S REPORT

Honorable Members of the  
East Central Florida Regional Planning Council  
Orlando, Florida

We have examined East Central Florida Regional Planning Council's (the "Council") compliance with the requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2023. Management is responsible for the Council's compliance with those requirements. Our responsibility is to express an opinion on the 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. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Council is in accordance with those requirements, in all material respects. An examination involves performing procedures to obtain evidence about the Council's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the Council's compliance with specified requirements.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the examination engagement.

In our opinion, the Council complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2023.

**MSL, P.A.**

Certified Public Accountants

Orlando, Florida  
June 27, 2024



## INDEPENDENT AUDITOR'S MANAGEMENT LETTER

Honorable Members of the  
East Central Florida Regional Planning Council  
Orlando, Florida

### **Report on the Financial Statements**

We have audited the financial statements of East Central Florida Regional Planning Council (the "Council") as of and for the year ended September 30, 2023, and have issued our report thereon dated June 27, 2024.

### **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 for Federal Awards* (Uniform Guidance); and Chapter 10.550, *Rules of the Auditor General*.

### **Other Reporting Requirements**

We have issued our Independent Auditor's 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*; Independent Auditor's Report on Compliance for Each Major Federal Program and State Project and on Internal Control over Compliance and Report on the Schedule of Expenditures of Federal Awards and State Financial Assistance Required by the Uniform Guidance and Chapter 10.550, *Rules of the Auditor General*; Schedule of Findings and Questioned Costs, and Independent Accountant's Report 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 June 27, 2024, 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 and recommendations in the preceding annual financial audit report.

### **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 legal authority is disclosed in the notes to the financial statements.

### **Financial Condition and Management**

Sections 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 the Council met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the 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 the Council. It is management's responsibility to monitor the 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.

### **Special District Component Units**

Section 10.554(1)(i)5.c., *Rules of the Auditor General*, requires, if appropriate, that we communicate the failure of a special district that is a component unit of a county, municipality, or special district, provided the financial information necessary for proper reporting of the component unit, within the audited financial statements of the county, municipality, or special district in accordance with Section 218.39(3)(b), Florida Statutes. In connection with our audit, we determined that all special district component units provided the necessary information for proper reporting in accordance with Section 218.39(3)(b), Florida Statutes.

### **Additional Matters**

Section 10.554(1)(i)3., *Rules of the Auditor General*, requires us to 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 which 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 Board, and applicable management, and is not intended to be, and should not be, used by anyone other than these specified parties.

**MSL, P.A.**

Certified Public Accountants

Orlando, Florida  
June 27, 2024