

**HOLT FIRE DISTRICT**  
HOLT, FLORIDA

**FINANCIAL STATEMENTS**

**YEAR ENDED SEPTEMBER 30, 2023**

**EDWARD E CHAPMAN**  
**Certified Public Accountant**  
**Springville, Alabama**  
**May 22, 2024**

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## **INDEPENDENT AUDITORS' REPORT**

To:  
Board of Commissioners  
Holt Fire District  
Holt, Florida

### **Opinions**

I have audited the accompanying financial statements of the governmental activities of Holt Fire District, Holt, Florida, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which comprise Holt Fire District's basic financial statements as listed in the table of contents.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of Holt Fire District, as of September 30, 2023 and 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**

I conducted my audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Governmental Auditing Standards, issued by the Comptroller General of the United States. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of Financial Statements section of my report. I am required to be independent of the Holt Fire District, and to meet my other ethical responsibilities, in accordance with the relevant ethical requirements relating to my audit. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

### **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 Holt Fire District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

My 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 my 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 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, misrepresentation, or override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, I:

- Exercise professional judgement 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 Holt Fire District'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 judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Holt Fire District's ability to continue as a going concern for a reasonable period of time.

I am 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 I 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 and budgetary comparison information 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. I 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 my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the

basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance.

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

In accordance with *Government Auditing Standards*, I have also issued a report dated May 22, 2024 on my consideration of Holt Fire District's internal control over financial reporting and on my 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 my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Holt Fire District's internal control over financial reporting and compliance.



Edward E. Chapman  
Certified Public Accountant  
Springville, Alabama  
May 22, 2024

**HOLT FIRE DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
SEPTEMBER 30, 2023**

As management of Holt Fire District (the District), we offer readers of the financial statements this narrative overview and analysis of the District's financial activities for the fiscal year ended September 30, 2023.

**FINANCIAL HIGHLIGHTS**

*Financial Highlights*

- The assets of the District exceeded liabilities by \$471,203 and represents a change of \$170,680 from the prior year. Of this amount, \$386,377 represents investment in capital assets, \$49,121 is restricted for capital expansion projects, and \$35,705 is unrestricted and may be used to meet the District's ongoing obligations to citizens and creditors.
- The District's governmental fund reported an ending balance of \$84,826 and represents a change of \$(11,516) from the prior year.
- At the end of the current fiscal year, the unassigned fund balance for the general fund was \$40,313 or 10%, of the general fund expenditures.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements comprise three components: 1. government-wide financial statements 2. fund financial statements 3. notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances in a manner similar to a private-sector business.

The statement of net position presents information on all of the District's assets and liabilities, with the difference between the two reported as net position. This statement combines and consolidates the governmental fund's current financial resources (short-term spendable resources) with capital assets and long-term obligations. Over time, increases or decreases in net position may serve as a useful indicator of the financial position of the District.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon 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 flow in future fiscal periods.

The government-wide financial statements distinguish and demonstrate that, as a governmental activity, the District is principally supported by special assessments and intergovernmental revenues. The governmental activities of the District include public safety services (fire and emergency medical services). The government-wide financial statements are found on pages 13 - 14 of this report.

**HOLT FIRE DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**FUND FINANCIAL STATEMENTS**

A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objectives. The District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has only a governmental fund.

**FUNDS**

***Governmental Funds***

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, 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.

Such information may be useful in evaluating a government's near-term financial requirements.

The basic governmental fund financial statements are found on pages 15-18 of this report.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains one governmental fund (general fund). Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the general fund, which is considered a major fund.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule is provided for the general fund to demonstrate compliance with this budget.

**NOTES TO THE FINANCIAL STATEMENTS**

The notes provide additional information, which is essential to the full understanding of the data provided in the government-wide and fund financial statements. Beginning on page 19 of this report are the notes to the financial statements.

**HOLT FIRE DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net position may serve as a useful indicator of a government's financial position. In the case of the district, assets exceeded liabilities by \$471,203 (net position) as of September 30, 2023, as reported in Table 1.

The largest portion of the District's net position, \$471,203, reflects its investment in capital assets (\$386,377) less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

**Table 1**  
**Condensed Summary of Net Position**  
**September 30, 2022 and 2023**

	<b>2022</b>	<b>2023</b>
<b>Assets</b>		
Current and Other Assets	\$129,648	\$149,192
Capital Assets	\$204,181	\$386,377
Total Assets	<u>\$333,829</u>	<u>\$535,569</u>
<b>Liabilities</b>		
Current and Other Liabilities	\$33,306	\$64,366
Total Liabilities	<u>\$33,306</u>	<u>\$64,366</u>
<b>Net Position</b>		
Invested in Capital Assets	\$204,181	\$386,377
Unrestricted	\$55,748	\$35,705
Restricted	\$40,594	\$49,121
Total Net Position	<u>\$300,523</u>	<u>\$471,203</u>
<b>Total Liabilities and Net Position</b>	<u><u>\$333,829</u></u>	<u><u>\$535,569</u></u>

**HOLT FIRE DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**Table 2  
Condensed Summary of Revenues, Expenses, and Changes in Net Position  
For the Fiscal Years Ending September 30, 2022 and 2023**

	<b>2022</b>	<b>2023</b>
<b>Revenues</b>		
Taxes	\$115,120	\$124,834
Interest	\$119	\$216
Miscellaneous	\$1,509	\$0
Impact fees	\$11,838	\$10,022
Donations	\$0	\$50,000
Grant	\$84,983	\$181,954
Rental	\$6,207	\$0
Fundraising	\$9,091	\$19,037
<b>Total Revenues</b>	<b>\$228,867</b>	<b>\$386,063</b>
<b>Expenses</b>		
Fire Safety	\$118,720	\$215,383
<b>Total Expenses</b>	<b>\$118,720</b>	<b>\$215,383</b>
<b>Excess Revenues over Expenditures</b>	<b>\$110,147</b>	<b>\$170,680</b>
<b>Change in Net Position</b>	<b>\$110,147</b>	<b>\$170,680</b>
<b>Net Position at Beginning of Year</b>	<b>\$158,769</b>	<b>\$300,523</b>
<b>Net Position at End of Year</b>	<b>\$268,916</b>	<b>\$471,203</b>

During 2023, the change in net position was an increase of \$170,680. This increase was the result of increased grants, tax collections, and donations. As of September 30, 2023, the excess of revenues over expenditures was increased by \$60,533.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The budget versus actual comparison is reported in the required supplementary information other than management discussion and analysis. Additional notes regarding the budget to actual comparison can be found in the notes to the financial statements.

**HOLT FIRE DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**CAPITAL ASSETS**

The District's investment in capital assets for its governmental activities as of September 30, 2023 amounts to \$386,377 (net of depreciation). Capital assets include construction in progress, equipment, furniture, vehicles, fire trucks, land, and leasehold improvements.

Construction in progress is an ongoing project to build a fire station. The District was awarded a non-matching grant to fund the fire station. The project is still in the early stages and there will be additional construction in progress spending in fiscal year 2024. The district is currently leasing a building to serve as the fire station.

Additions for the fiscal year amounted to \$204,209, there was one deletion for the fiscal year, but the net book value of that asset was \$0. Additional information regarding capital assets can be found in the notes to the financial statements.

<u>Governmental Activities:</u>	<u>Beginning Balance</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending Balance</u>
Capital Assets, not being Depreciated:				
Land	\$73,322	\$0	\$0	\$73,322
Construction in progress	\$37,494	\$122,234	\$0	\$159,728
Total Cost of Capital Assets, not being Depreciated	\$110,816	\$122,234	\$0	\$233,050
Capital Assets, being Depreciated:				
Equipment and furniture	\$121,168	\$31,975	\$0	\$153,143
Vehicles and trucks	\$230,233	\$50,000	\$0	\$280,233
Leasehold improvements	\$18,100	\$0	\$0	\$18,100
Total Cost of Capital Assets, being Depreciated	\$369,501	\$81,975	\$0	\$451,476
Total Cost of Capital Assets before Depreciation	\$480,317	\$204,209	\$0	\$684,526
Less Accumulated Depreciation for:				
Equipment and furniture	\$60,999	\$15,226	\$0	\$76,225
Vehicles and trucks	\$208,982	\$3,167	\$0	\$212,149
Leasehold improvements	\$6,155	\$3,620	\$0	\$9,775
Total Accumulated Depreciation	\$276,136	\$22,013	\$0	\$298,149
Total Capital Assets being Depreciated, Net	\$93,365	\$59,962	\$0	\$153,327
Governmental Activities Capital Assets, Net	\$204,181	\$182,196	\$0	\$386,377

Depreciation expense included in the Statement of Activities was \$22,013.

**HOLT FIRE DISTRICT  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**LEASES**

The District leases a building to serve as the fire house. The present value of the lease on September 30, 2023, is \$16,403. GASB 87 was implemented during fiscal year 2022.

**DEBT**

The District has no debts as of September 30, 2023. The District's only liabilities are accounts payable \$47,963 and lease liability \$16,403.

**ECONOMIC FACTORS AND NEXT YEARS BUDGETS AND RATES**

The District relies on the fire assessments (non-ad valorem special assessments) and a limited array of permitted other sources (such as impact fees and charges for services) for their governmental activities. There are a limited number of recurring and non-recurring grants from both state and federal governments, which provide funding for specific programs, projects, or activities. Florida's continued economic uncertainty and rise in cost will continue to affect the District's operational funding.

**REQUESTS FOR INFORMATION**

This financial report is designed to provide the reader an overview of the District. Questions regarding any information provided in this report should be directed to Jim Connors, Chairman, Holt Fire District, PO Box 226, Holt, Florida 32564

## **BASIC FINANCIAL STATEMENTS**

**Holt Fire District**  
**Statement of Net Position**  
**September 30, 2023**

**Governmental  
 Activities**

<b>Assets</b>	
Cash	\$35,603
Restricted Cash	\$35,705
Accounts Receivable	\$51,673
Prepaid Insurance	\$8,808
Capital Assets, Non-depreciable	\$233,050
Capital Assets, Depreciable, net	\$153,327
Right of Use Asset	\$16,403
Deposits	\$1,000
<b>Total Assets</b>	<u>\$535,569</u>
<b>Liabilities</b>	
Accounts Payable	\$47,963
Lease Liability	\$16,403
<b>Total Liabilities</b>	<u>\$64,366</u>
<b>Net position</b>	
Investment in Capital Assets	\$386,377
Unrestricted	\$35,705
Restricted	\$49,121
<b>Total Net Position</b>	<u>\$471,203</u>

See accompanying notes to the financial statements.

**Holt Fire District**  
**Statement of Activities**  
**Year Ended September 30, 2023**

	Governmental Activities
Expenditures	
Public Safety - Fire Protection	(\$215,383)
Total Expenditures	<u>(\$215,383)</u>
Program Revenues	
Operating Grants	<u>\$181,954</u>
General Revenues	
Taxes	\$124,834
Interest	\$216
Donations	\$50,000
Impact Fees	\$10,022
Fundraising	\$19,037
Total General Revenues	<u>\$204,109</u>
Total Revenues	<u>\$386,063</u>
Change in Net Position	<u>\$170,680</u>
Net Position Beginning	<u>\$300,523</u>
Net Position Ending	<u>\$471,203</u>

See accompanying notes to the financial statements.

**Holt Fire District**  
 Balance Sheet - Governmental Fund  
 September 30, 2023

	General Fund
<b>Assets</b>	
Cash	\$35,603
Restricted Cash	\$35,705
Accounts Receivable	\$51,673
Prepaid Insurance	\$8,808
Deposit	\$1,000
Total Assets	<u>\$132,789</u>
<b>Liabilities and Fund Balances</b>	
Accounts Payable	<u>\$47,963</u>
Total Liabilities	<u>\$47,963</u>
<b>Fund Balances</b>	
Nonspendable	\$8,808
Restricted for Capital Outlay	\$35,705
Unassigned	<u>\$40,313</u>
Total Fund Balances	<u>\$84,826</u>
Total Liabilities and Fund Balances	<u>\$132,789</u>

See accompanying notes to the financial statements.

**Holt Fire District**

Reconciliation of the Governmental Fund Balance Sheet  
to the Statement of Net Position  
September 30, 2023

Total Fund Balances, governmental fund balance sheet	\$84,826
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Amounts reported for governmental activities in the statement  
of net position are different because:

Capital assets used in governmental activities are not  
financial resources and therefore, are not reported in  
the governmental fund.

Capital Assets, Non-depreciable	\$233,050	
Capital Assets, Depreciable	\$451,476	
Total Capital Assets before Depreciation	\$684,526	
Less Accumulated Depreciation	(\$298,149)	
Total Capital Assets, Net of Depreciation		\$386,377
Total Net Position per Statement of Net Position		<u>\$471,203</u>

See accompanying notes to the financial statements.

**Holt Fire District**

Statement of Revenues, Expenditures, and Changes in  
Fund Balances - Governmental Fund  
Year Ended September 30, 2023

	General Fund
<b><u>Revenues:</u></b>	
Taxes	\$124,834
Interest	\$216
Donations	\$50,000
Impact Fees	\$10,022
Rental	\$0
Fundraising	\$19,037
Grants	\$181,954
Total Revenues	<u>\$386,063</u>
<b><u>Expenditures:</u></b>	
Current	
Public Safety	\$193,370
Capital Outlay	<u>\$204,209</u>
Total Expenditures	<u>\$397,579</u>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	(\$11,516)
<b>Fund Balance, Beginning of Year</b>	\$96,342
<b>Fund Balance, End of Year</b>	<u><u>\$84,826</u></u>

See accompanying notes to the financial statements.

## Holt Fire District

### Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities Year Ended September 30, 2023

Net change in fund balances - governmental fund (\$11,516)

Amounts reported for governmental activities in the statement of activities are different because:

The governmental funds report capital expenditures; however, in the statement of activities, the cost of those assets are depreciated over the estimated useful lives of the assets.

Expenditures for capital assets	\$204,209	
Less current year depreciation	(\$22,013)	
	<u>                    </u>	<u>\$182,196</u>

Change in net position of Statement of Activities		<u><u>\$170,680</u></u>
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See accompanying notes to the financial statements.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND DESCRIPTION OF THE DISTRICT**

Holt Fire District (the District) is an independent special district originally established by Ordinance 84-38-07 of the Okaloosa County Board of County Commissioners on December 18, 1984. On June 19, 2007 House Bill No. 979 Chapter 2007-284 established the District as an independent special district pursuant to Chapter 191, Florida Statutes. The District was created for the purpose of providing fire control and protection services as well as rescue and emergency medical services within the territorial bounds of the District as defined by the State of Florida. The district operates one fire house and its related equipment and has only volunteer workers. The District is governed by an elected five-member board of commissioners serving four-year terms.

The financial statements of the District have been prepared in accordance with accounting principles generally accepted (GAAP) in the United States of America applicable to governmental units and the Uniform Accounting System mandated by Section 218.3, Florida Statutes. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for governmental accounting and financial reporting.

The following is a summary of the more significant accounting policies of the District:

**The Reporting Entity**

As required by accounting principles generally accepted in the United States of America, these financial statements present the District as the primary government. In evaluating the District as a reporting entity, management has considered all potential component units for which the District may or may not be financially accountable and, as such, be included within the District's financial statement. As of September 30, 2023, the District had no component units.

**Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide (based on the District as a whole) and fund financial statements. The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on the non-fiduciary activities of the primary government. Governmental activities, which normally are supported by special assessments and intergovernmental revenues, are reported separately from business-type activities (the District has no business-type activities to report on the government-wide financial statements), which rely, to a significant extent, on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Special assessments and other items not properly included among program revenues are reported instead as general revenue.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**Measurement Focus and Basis of Accounting**

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. Fire assessments are recorded as revenues in the year for which they are levied. 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 District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Okaloosa County Tax Collector bills and collects property special assessments for the District in accordance with the laws of the State of Florida. Property special assessments attach as an enforceable lien on property as of the date of assessment and remain in effect until discharged by payment. Special assessments are payable when levied (on November 1<sup>st</sup>, or as soon thereafter as the assessment roll becomes available to the Tax Collector).

The following is the current Property tax calendar:

Levy Date	November 1 <sup>st</sup>
Due Date	November 1 <sup>st</sup>
Delinquent Date	April 1 <sup>st</sup>

Revenue recognition criteria for property special assessments requires that property special assessments expected to be collected within 30 days of the current period be accrued. No accrual has been made for 2023 fire special assessments because the special assessments are not legally due until subsequent to the end of the fiscal year. Current year special assessments, which are uncollected as of the end of the fiscal year, are generally immaterial in amount and highly susceptible to being uncollectable and therefore, are not recorded as a receivable at the balance sheet date.

**Basis of Presentation**

The financial transactions of the District are recorded using fund accounting. A fund is a separate accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities of balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all special assessments.

The following classification is used to categorize the fund used by the District:

**Governmental**

Governmental funds focus on the determination of financial position and changes in financial position (sources, uses and balances of financial resources) and not net income. The District has the following major governmental fund:

*General Fund* – This is the District’s primary operating fund and is used to account for all financial resources except those required to be accounted for in another fund.

**Assets, Liabilities, and Net Position or Fund Balance**

***Cash and Cash Equivalents***

The District’s cash on hand, demand deposits and short-term investments are considered cash and cash equivalents for purposes of these statements, all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased are considered to be cash equivalents.

Impact fee revenues are classified as restricted cash and can only be used for the acquisition, purchase or construction of new facilities and equipment required to provide services to new users in the District.

***Deposits and Investments***

The District maintains its deposits only with “Qualified Public Depositories” as defined in chapter 280, Florida Statutes. The provisions of this statute allow “Qualified Public Depositories” to participate in a multiple financial institution collateral pool to ensure the security for public deposits. All “Qualified Public Depositories” must place with the Treasurer of the State of Florida securities which have a market value equal to 50% of all public funds on deposit at the end of each month in excess of any applicable deposit insurance. In the event of default by a qualified public institution, the state treasurer will pay public depositors all losses. Losses in excess of insurance and collateral will be paid through assessments among all “Qualified Public Depositories”.

The District does not have a formal written investment policy, but has adopted the investment policy as defined in Section 218.415, Florida Statutes, which requires the investment of surplus public funds and prescribes certain allowable investments including the Local Government Surplus Funds Trust Fund, Securities and Exchange Commission registered money market funds with the highest credit quality rating from the nationally recognized rating agency, interest-

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

bearing time deposits or savings accounts in qualified public depositories or direct obligations of the U.S. Treasury. The District had no investments at September 30, 2023.

***Prepaid Items***

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in the government-wide and governmental fund financial statements.

***Capital Assets***

Capital assets, which include property, plant and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the District as assets with an initial, individual cost of more than \$5,000 or building and vehicles obtained by grant or contribution. Capital assets must also have an estimated useful life of longer than one year. Capital assets are recorded at cost where historical cost records are available and at an estimated historical cost when no historical records exist. Donated capital assets are reported at their estimated acquisition value on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset lives are not capitalized. Major improvements are capitalized and depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings and improvements	20-40
Improvements other than buildings	10-40
Furniture and fixtures	5-10
Vehicles and equipment	3-15

***Classification of Fund Balance***

GASB guidance establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. Fund balance classifications are comprised of the following:

- *Nonspendable* – includes amounts that are (a) not in spendable form or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash, for example: prepaid items.
- *Restricted* – includes amounts that can be spent only for the specific purposes stipulated by external resource providers, constitutionally or through enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

- *Committed* – includes amounts that can only be used for the specific purposes determined by a formal resolution of the District’s highest level of decision-making authority, the Commission. Commitments may be changed or lifted only by the District taking the same formal resolution that imposed the constraint originally.
- *Assigned* – comprises amounts intended to be used by the District for specific purposes that are neither restricted nor committed. *Intent* can be expressed by (a) the Commission or (b) a body (for example: a budget or finance committee) or official to which the Commission has delegated the authority to assign amounts to be set for specific purposes.
- *Unassigned* -is the residual classification for the general fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose.

These classifications reflect not only the nature of funds, but also provide clarity to the level of restriction placed upon fund balance. Fund balance can have different levels of restraint, such as external versus internal compliance requirements. Unassigned fund balance is a residual classification within the general fund. The general fund should be the only fund that reports a positive unassigned balance. In all other funds, unassigned is limited to negative residual fund balance. The District does not have a formal fund balance policy.

In circumstances when an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, fund balance is generally considered to be expended from the most restrictive classification first.

**Net Position**

When both restricted and unrestricted resources are available for use, it is the District’s policy to use restricted resources first.

**Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**New Accounting Pronouncement**

For fiscal year ended, September 30, 2023, there were no new accounting pronouncement that are relevant to the District.

**Subsequent Events**

The District has evaluated events and transactions that occurred between September 30, 2023 and May 22, 2024, which is the date the financial statements were available to be issued, for possible recognition or disclosure in the financial statements. There are no subsequent events that warrant additional disclosure.

**2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

**Budgets**

The District prepares an annual operating budget for the fiscal year commencing October 1<sup>st</sup>. Prior to September 1<sup>st</sup> of each year, the Secretary/Treasurer of the District's Board of Commissioners prepares a proposed budget for the upcoming fiscal year. The budget is based on an analysis of prior year actual revenues and expenditures, along with anticipated spending and revenue sources. Once the proposed budget is compiled, it is brought before the Board of Commissioners for approval. Budget amendments are approved by the Board of Commissioners.

**Encumbrances**

Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of resources are recorded in order to reserve that portion of the applicable appropriation, is employed in the governmental funds. Encumbrances outstanding at year-end are reported as assigned fund balances and do not constitute expenditures or liabilities because the commitments will be reappropriated and honored during the subsequent year. For the year ended September 30, 2023, the District had no encumbrances.

**3. CASH DEPOSITS**

At September 30, 2023 the value of the District's deposits was \$71,308, all of which were held by Qualified Public Depositories under Chapter 280, Florida Statutes.

**4. CONTINGENCY**

There are no known contingencies other than the risks of accident or injury. The District maintains liability insurance to cover risks of accident or injury.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**5. CHANGES IN CAPITAL ASSETS**

<u>Governmental Activities:</u>	<u>Beginning Balance</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending Balance</u>
Capital Assets, not being Depreciated:				
Land	\$73,322	\$0	\$0	\$73,322
Construction in progress	\$37,494	\$122,234	\$0	\$159,728
Total Cost of Capital Assets, not being Depreciated	<u>\$110,816</u>	<u>\$122,234</u>	<u>\$0</u>	<u>\$233,050</u>
Capital Assets, being Depreciated:				
Equipment and furniture	\$121,168	\$31,975	\$0	\$153,143
Vehicles and trucks	\$230,233	\$50,000	\$0	\$280,233
Leasehold improvements	\$18,100	\$0	\$0	\$18,100
Total Cost of Capital Assets, being Depreciated	<u>\$369,501</u>	<u>\$81,975</u>	<u>\$0</u>	<u>\$451,476</u>
Total Cost of Capital Assets before Depreciation	<u>\$480,317</u>	<u>\$204,209</u>	<u>\$0</u>	<u>\$684,526</u>
Less Accumulated Depreciation for:				
Equipment and furniture	\$60,999	\$15,226	\$0	\$76,225
Vehicles and trucks	\$208,982	\$3,167	\$0	\$212,149
Leasehold improvements	\$6,155	\$3,620	\$0	\$9,775
Total Accumulated Depreciation	<u>\$276,136</u>	<u>\$22,013</u>	<u>\$0</u>	<u>\$298,149</u>
Total Capital Assets being Depreciated, Net	<u>\$93,365</u>	<u>\$59,962</u>	<u>\$0</u>	<u>\$153,327</u>
Governmental Activities Capital Assets, Net	<u>\$204,181</u>	<u>\$182,196</u>	<u>\$0</u>	<u>\$386,377</u>

Depreciation expense included in the Statement of Activities was \$22,013.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**6. RISK MANAGEMENT**

The District is exposed to various risks of loss related to tort, theft, damage to, and destruction of assets, errors, and omissions, injuries to volunteer firefighters, and natural disasters. The District purchases insurance through commercial carriers and participates in the Florida Municipal Insurance Trust (for workmen's compensation coverage). The District maintains minimal insurance deductibles for insurance policies from its carriers. There has been no significant reduction in insurance coverage from the prior fiscal year. Insurance coverage has been sufficient to cover all claims made in the past two years.

**7. COMMITMENTS**

**Cooperative Agreement**

In 2014, the District entered into a 25-year cooperative agreement with Okaloosa County, Florida to authorize the construction and maintenance of a park facility, parking, a community building with emergency generator and a flagpole on the south side of Highway 90 east of Summertime Drive in Holt. In return the District will retain a portion of the property to construct a new fire station. A grant has been approved to fund the new facilities (see note regarding grants).

**Interlocal Agreement**

On March 1, 2021, the District entered a 10-year interlocal agreement with North Okaloosa Fire District to lease a single bay at Station 83 for a fire engine and equipment storage in the amount of \$1 annually. As part of the agreement, the District agrees to provide on an automatic-aid basis the fire engine stored at Station 83 and certified personnel trained and authorized to conduct firefighting activities in the State of Florida. The District also agrees to participate in any Insurance Services Office, Inc, (ISO) inspections, audits or other inquiries. The agreement may be renewed annually as agreed by both parties.

**8. DONATIONS**

The District received donations in the amounts of \$50,000 in fiscal year 2023. The donations were comprised of a used vehicle with the fair market value of \$5,000 and a used fire engine with the fair market value of \$45,000.

**9. IMPACT FEES**

The District received \$10,022 in impact fees during the fiscal year 2023. The District impact fees during fiscal year 2023 is .3 per square foot for residential permits and .5 per square foot for commercial permits.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**10. RENTAL INCOME**

The District did not receive rental income in fiscal year 2023.

**11. FUNDRAISING INCOME**

The District received \$19,037 in fundraising income during fiscal year 2023. This income was generated from sale of food prepared by the District volunteers and other various fund raising activity.

**12. ACCOUNTS RECEIVABLE**

Due to the nature of the District's funding it does not bill customers directly for assessments. Okaloosa County remits assessment payments received based on a schedule which uses November 1st as the levy date. Most payments are received November thru April. Payments are considered delinquent after April 1<sup>st</sup>. The receivable recorded in the 2023 financial statements is for reimbursement of a grant expenditure of \$51,673.

**13. ACCOUNTS PAYABLE**

The District's accounts payable balance of \$47,963 represents routine vendor payments, credit card payments, and grant expenditures for September 2023 not paid until October 2023.

**14. GRANTS**

The District did not receive any federal grant funding in fiscal year 2023.

The District received funding from four state grants in fiscal year 2023:

Florida Department of Agriculture and Consumer Services

Grant Approval Amount	\$12,466
Grant Revenue Received	\$12,466
Expenditures (see below)	<u>\$12,466</u>
District Funded	<u><u>\$0</u></u>

The Florida Department of Agriculture and Consumer Services approved the district for a non-matching grant. The grant was approved for the purchase of two pants, two coats, and eight 4" hoses. The grant has been closed as of 09/30/2023.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

Florida Department of Financial Services

Grant Approval Amount	\$45,060
Grant Revenue Received	\$45,060
Grant Expenditures (see below)	\$45,060
District Funded	\$0

Florida Department of Financial Services Grants administered the non-matching grant. The grant was approved to five self contained breathing apparatus and accessories. The grant has been closed as of 09/30/2023.

Florida Department of Financial Services

Grant Approval Amount	\$2,194
Grant Revenue Received	\$2,194
Grant Expenditures (see below)	\$2,936
District Funded	\$742

Florida Department of Financial Services Grants administered the 75/25 matching grant. The grant was approved to purchase thirteen hoods and thirteen gloves. The grant provided \$2,194 of grant funding and the district was required provided at least \$731 of funding. The grant has been closed as of 09/30/2023.

Florida Department of Financial Services

Grant Approval Amount	\$813,000
Grant Revenue Received in FY 2021	\$7,069
Grant Revenue Received in FY 2022	\$30,310
Grant Revenue Received in FY 2023	\$70,676
Total Grant Received	\$108,055
Grant Expenditures FY 2020	\$2,503
Grant Expenditures FY 2021	\$4,566
Grant Expenditures FY 2022	\$30,425
Grant Expenditures FY 2023	\$122,234
Total Grant Expenditures	\$159,728
Grant Receivable	\$51,673
District Funded	\$0

Florida Department of Financial Services Grants administered the non-matching grant. The grant was approved to construct a new fire house. The grant is currently in the planning stage. The grant is open as of 09/30/2023.

**HOLT FIRE DISTRICT  
NOTES TO THE FINANCIAL STATEMENTS  
SEPTEMBER 30, 2023  
(CONTINUED)**

**15. LEASE (GASB 87)**

GASB 87 was implemented in fiscal year 2022. The District has one ongoing lease agreement to obtain the right-to-use a building in which the District uses as a fire station. The annual payments are \$12,000, paid in monthly payments of \$1,000. The non-cancelable lease expires on February 28, 2025. The incremental borrowing rate is 4.1%. The following is a schedule of minimum future lease payment as of September 30, 2023.

Holt Fire District Fiscal Year	Principal Payments	Interest Expense	Total
2024	\$11,460	\$540	\$12,000
2025	\$4,943	\$57	\$5,000
<b>Total</b>	<b>\$16,403</b>	<b>\$597</b>	<b>\$17,000</b>

The District recognized a right-to-use asset and lease liability of \$16,403 each on the FY 2023 financial statements. Amortization expense (\$10,904), interest expense is (\$1,096) as related to GASB 87 reporting.

**16. BUDGET VARIANCES**

The District did not have a budget variance for the year ending September 30, 2023.

**REQUIRED SUPPLEMENTARY INFORMATION**  
**(Other than MD&A)**

**Holt Fire District**  
 Schedule of Revenue, Expenditures, and Changes in Fund Balance  
 Budget to Actual - General Fund  
 Year Ended September 30, 2023

	Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)
<b>Revenues:</b>				
Taxes	\$127,000	\$124,834	\$124,834	\$0
Interest		\$216	\$216	\$0
Donations		\$50,000	\$50,000	\$0
Impact fees		\$10,022	\$10,022	\$0
Fundraising		\$19,037	\$19,037	\$0
Grant		\$181,954	\$181,954	\$0
Total Revenues	<u>\$127,000</u>	<u>\$386,063</u>	<u>\$386,063</u>	<u>\$0</u>
<b>Expenditures:</b>				
Fire protection		\$186,795	\$186,795	\$0
Fundraising		\$6,575	\$6,575	\$0
Capital outlay		\$204,209	\$204,209	\$0
Total Expenditures	<u>\$127,000</u>	<u>\$397,579</u>	<u>\$397,579</u>	<u>\$0</u>
<b>Excess (Deficiency) of Revenue over Expenditures</b>	\$0	(\$11,516)	(\$11,516)	\$0
<b>Fund Balance, Beginning of Year</b>	\$96,342	\$96,342	\$96,342	\$0
<b>Fund Balance, End of Year</b>	<u>\$96,342</u>	<u>\$84,826</u>	<u>\$84,826</u>	<u>\$0</u>

See independent auditor's report.

**COMPLIANCE SECTION**

**EDWARD E CHAPMAN  
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**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**

To:  
Board of Commissioners  
Holt Fire District  
Holt, Florida

I have audited 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, the financial statements of the governmental activities of Holt Fire District ("the District"), as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued my report thereon dated May 22, 2024.

**Internal Control Over Financial Reporting**

In planning and performing my audit of the financial statements, I considered the District's internal control over financial reporting to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, I do not express an opinion on the effectiveness of the District'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 a 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.

My consideration of the internal control 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 my

audit, I did not identify any deficiencies in internal control that I consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Holt Fire District's financial statements are free of material misstatement, I 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 determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective test of my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of my testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity'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 entity's internal control and compliance, and accordingly, this communication is not suitable for any other purpose.



Edward E Chapman  
Certified Public Accountant  
Springville, Alabama  
May 22, 2024

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## **MANAGEMENT LETTER**

To the Board of Commissioners  
Holt Fire District  
Holt, Florida

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

I have audited the financial statements of the Holt Fire District, as of and for the fiscal year ended September 30, 2023, and have issued my report thereon dated May 22, 2024.

### **Auditor's Responsibility**

I conducted my 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; and Chapter 10.550, Rules of the Florida Auditor General.

### **Other Reporting Requirements**

I have issued my Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*, and Chapter 10.550 Rules of the Florida Auditor General. Disclosures in those reports and schedule, which are dated May 22, 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 I determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. The last audit of the Holt Fire District was in FY 2022. There were 2 audit findings in the FY 2022 audit. In my FY 2023 audit, I have found that the District has corrected 2 of 2 FY 2022 findings listed below.

**Finding 2022-01 Failure to properly document a disbursement of fundraising funds in the board meeting minutes.**

The District did not properly document board approval for a \$2,000 disbursement from fundraising funds in the published board meeting minutes.

**Status of Finding:** In my audit, I determined that all expenditures were properly approved. 2022-01 is closed.

**Finding 2022-02, 2021-06, 2020-07 Non-compliance with regulations – actual expenditures exceeded budgeted amounts and failure to budget to the same detail as required by the annual report.**

The District's actual expenditures exceeded the budgeted amounts by \$3,537 for the fiscal year ending September 30, 2022. Section 189.016(3) of the Florida Statute require expenditures incurred to be pursuant to the adopted budget. The District failed to budget to the same detail as required by the annual report. Section 189.016(3) requires budgeting to at least the same detail as required by the annual report.

**Status of Finding:** In my audit, I determined that in FY 2023 the District budgeted to at least the same detail as required by the annual report and actual expenditures did not exceed the budgeted amounts. 2022-02, 2021-06, 2020-07 is closed.

**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. Holt Fire District has no component units.

**Financial Condition and Management**

Section 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require that I apply appropriate procedures and communicate the results of my determination as to whether or not the Holt Fire District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with my audit, I determined that the Holt Fire District did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, I applied financial condition assessment procedures for the Holt Fire District. It is management's responsibility to monitor the Holt Fire District's financial condition, and my financial condition assessment was based in part on representations made by management and the review of financial information provided by the same. I performed this assessment as of the fiscal year end and I did not find any deteriorating conditions.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that I communicate any recommendations to improve financial management. In connection with my audit, I did not have any audit findings and recommendations to report.

## **Special District Component Units**

Section 10.554(1)(i)5.d., Rules of the Auditor General, requires that I determine whether or not 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. Holt Fire District is not a component unit and has no components.

## **Specific Information (for a dependent special district or an independent special district, or a local government entity that includes the information of a dependent special district)**

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)(6), Rules of the Auditor General, the Holt Fire District reported:

17. The total number of district employees compensated in the last pay period of the district fiscal year as none.
18. The total number of independent contractors to whom nonemployee compensation was paid in the last month of the district's fiscal year as 1.
19. All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as none.
20. All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency as \$5,625.
21. Each construction project with a total cost of at least \$65,000 approved by the district that is scheduled to begin on or after October 1 of the fiscal year being reported, together with the total expenditures for such project as \$159,728.
22. A budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported if the district amends a final adopted under Section 189.016(6), Florida Statutes can be found on page 31.

## **Specific Information (For an independent special district that imposes ad valorem taxes)**

The Holt Fire District does not impose ad valorem taxes. No ad valorem taxes were imposed or collected in FY2023. There are no outstanding bonds.

- a. The millage rate or rates imposed by the district as none.
- b. The total amount of ad valorem taxes collected by or on behalf of the district as none.
- c. The total amount of outstanding bonds issued by the district and terms of such bonds as none. The district has no outstanding bonds.

## **Specific Information (For an independent special district that imposes non-ad valorem special assessments)**

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, Rules of the Auditor General, the Holt Fire District reported:

- a. Annual rates of non-ad valorem special assessments imposed by the District for the audit year were \$61.53 on residence, \$92.45 per business, \$40.69 per vacant parcel, and \$.1 per undeveloped acre.
- b. The total amount of special assessments collected by or on behalf of the district was \$124,834.
- c. The total amount of outstanding bonds issued by the district and terms of such bonds is none. The district has no outstanding bonds.

### **Additional Matters**

Section 10.554(1)(i)3., Rules of the Auditor General, require I 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 warrants the attention of those charged with governance. In connection with my audit, I did not note any such findings.

### **Purpose of this letter**

My 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, and the Holt Fire District management and board, and is not intended to be and should not be used by anyone other than these specified parties.



Edward E Chapman  
Certified Public Accountant  
Springville, Alabama  
May 22, 2024

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**INDEPENDENT ACCOUNTANT'S REPORT ON EXAMINATION OF COMPLIANCE  
REQUIREMENTS IN ACCORDANCE WITH CHAPTER 10.550, RULES OF THE AUDITOR  
GENERAL**

To:  
Board of Commissioners  
Holt Fire District  
Holt, Florida

I have examined the Holt Fire District's (the District) compliance with Section 218.415, Florida Statutes, regarding the investment of public funds during the year ended September 30, 2023.

Management is responsible for the District's compliance with those requirements. My responsibility is to express an opinion on the District's compliance based on my examination.

My 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 District complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risk of material noncompliance, whether due to fraud or error. I believe that the evidence I obtained is sufficient and appropriate to provide a reasonable basis for my opinion.

My examination does not provide a legal determination on the District's compliance with specified requirements.

In my opinion, the Holt Fire District did comply, in all material respects, with the aforementioned requirements for the year ended September 30, 2023.



Edward E Chapman  
Certified Public Accountant  
Springville, Alabama  
May 22, 2024