

**FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITORS' REPORT**

**TOWN OF BRONSON  
BRONSON, FLORIDA**

**SEPTEMBER 30, 2012**

**TOWN OF BRONSON  
BRONSON, FLORIDA**

**TOWN COUNCIL**

**Franklin Schuler  
Mayor**

**Beatrice Mongo  
Council Member**

**Aaron Edmondson  
Council Member**

**Berlon Weeks  
Vice-Mayor**

**Jason Kennedy  
Council Member**

**TOWN CLERK**

**Kelli Brettel**

**FINANCIAL STATEMENTS  
AND  
INDEPENDENT AUDITORS' REPORT**

**TOWN OF BRONSON  
BRONSON, FLORIDA**

**SEPTEMBER 30, 2012**

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## INDEPENDENT AUDITORS' REPORT

Honorable Mayor and Members  
of the Town Council  
Town of Bronson  
Bronson, Florida

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the Town of Bronson, Florida (the Town), as of and for the year ended September 30, 2012, as listed in the table of contents. These financial statements are the responsibility of the Town's management. Our responsibility is to express opinions on these financial statements based on our audit.

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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Town as of September 30, 2012, and the respective changes in financial position and cash flows, where appropriate, and the respective budgetary comparison of the general fund, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated February 20, 2013, on our consideration of the Town's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

### Certified Public Accountants

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MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS  
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Honorable Mayor and Members  
of the Town Council  
Town of Bronson  
Bronson, Florida

**INDEPENDENT AUDITORS' REPORT**  
*(Concluded)*

Management's discussion and analysis on pages 3 through 7 is not a required part of the basic financial statements, but is supplementary information. Such information, 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.

*Purvis, Gray and Company, LLP*

February 20, 2013  
Gainesville, Florida

## **Town of Bronson, Florida Management's Discussion and Analysis**

As management of the Town of Bronson, Florida (the Town), we offer readers of the Town's financial statements this narrative overview and analysis of the Town of Bronson's financial activities for the fiscal year ended September 30, 2012. Management's discussion and analysis should be read in conjunction with the financial statements that follow:

### **Financial Highlights**

Total assets of the Town exceeded total liabilities at the close of the most recent fiscal year by \$4,234,162 (net assets). Of this amount, \$481,184 (unrestricted net assets) may be used to meet the Town's ongoing obligations to citizens and creditors.

The Town's total net assets decreased by \$(134,502). Governmental activities generated a decrease of \$(29,228) and business-type activities generated a decrease of \$(105,274).

As of the close of the fiscal year, the Town's General Fund reported an ending fund balance of \$635,132.

### **Overview of the Financial Statements**

The Town has implemented Governmental Accounting Standards Board (GASB) Statement 34, Basic Financial Statements and Management's Discussion and Analysis (MD&A) for State and Local Governments. This statement requires governmental entities to report finances in accordance with specific guidelines. Among those guidelines are the components of this section dealing with management's discussion and analysis which should provide a clear and concise description of the reporting entity and its mission, activities, program and financial performance, systems, controls, legal compliance, financial position, and financial condition. The MD&A should provide a balanced presentation that includes both positive and negative information about these topics. This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's financial statements are comprised of three components: government-wide financial statements, fund financial statements, and notes to financial statements.

### **Government-wide Financial Statements**

Government-wide financial statements are comprised of two separate financial statements that present an overall picture of the Town's financial position and results of operations: a statement of net assets, and a statement of activities.

- The Statement of Net Assets focuses on resources available for future operations. The Town reports two types of activities, governmental and business type. This statement shows the assets the Town owns, the liabilities it owes, and the net difference shown as net assets. Increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.
- The Statement of Activities focuses gross and net costs of the Town's programs and the extent to which such programs rely upon program revenues and general revenues. It shows the extent to which programs are self-supporting and/or subsidized by general revenues.

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenue (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Town include general government services, public safety, streets and roads, recreation, and health and welfare. Property taxes, utility service taxes, gas taxes, and sales taxes, along with the Town's charges for services and inter-fund charges, finance the majority of these services. Business-type activities are funded by the fees the Town charges for services rendered. The Town's water and sewer systems are reported as business-type activities.

**Town of Bronson, Florida**  
**Management's Discussion and Analysis**  
*(Continued)*

**Fund Financial Statements**

Fund financial statements present financial information for the Town's two major funds the General Fund and Proprietary Fund. These individual funds have been established by the Town for the purpose of grouping related accounts to maintain control over resources that have been segregated for specific purposes or objectives to account for revenues that are restricted to certain uses, or to comply with legal requirements. These fund statements follow the more traditional presentation of financial statements.

- The General Fund presents the Town's basic services, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. This fund is reported using the modified accrual accounting method. General Fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs.
- The Proprietary Fund is used to account for activities and services which the Town provides. The Town's one proprietary fund accounts for the water and wastewater operations. It also is reported using the accrual accounting method.

The Town adopts an annual budget for both its General Fund and its Proprietary Fund.

**Notes to Financial Statements**

Notes to financial statements provide additional information concerning the Town's finances that are not otherwise disclosed in the government-wide statements or fund financial statements.

**Government-wide Financial Analysis**

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. In the case of the Town, assets exceeded liabilities by \$4,234,162 at the close of the most recent fiscal year.

**Town of Bronson's Net Assets**

	Governmental Activities		Business-type Activities		Total Government	
	FY 2012	FY 2011	FY 2012	FY 2011	FY 2012	FY 2011
<b>Assets</b>						
Current Assets	\$ 668,760	\$ 654,620	\$ (26,513)	\$ (27,853)	\$ 642,247	\$ 626,767
Restricted Assets	0	0	14,924	27,612	14,924	27,612
Capital Assets	1,406,285	1,461,221	2,360,370	2,360,181	3,766,655	3,821,402
<b>Total Assets</b>	2,075,045	2,115,841	2,348,781	2,359,940	4,423,826	4,475,781
<b>Liabilities</b>						
Current Liabilities	40,601	45,642	124,844	18,286	165,445	63,928
Non-current liabilities	9,357	15,884	14,862	27,305	24,219	43,189
<b>Total Liabilities</b>	49,958	61,526	139,706	45,591	189,664	107,117
<b>Net Assets</b>						
Invested in Capital Assets	1,392,608	1,440,911	2,360,370	2,360,181	3,752,978	3,801,092
Unrestricted	632,479	613,404	(151,295)	(45,832)	481,184	567,572
<b>Total Net Assets</b>	\$ 2,025,087	\$ 2,054,315	\$ 2,209,075	\$ 2,314,349	\$ 4,234,162	\$ 4,368,664

**Town of Bronson, Florida**  
**Management's Discussion and Analysis**  
*(Continued)*

The largest portion of the Town's net assets of \$3,752,978 reflects its investment in capital assets which is comprised of land, buildings, infrastructure, and equipment. The Town uses these capital assets to provide services to citizens and consequently is not available for future spending.

The unrestricted net asset balance of \$481,184 is intended to be a corporate style measurement of the Town's current financial standing and may be used to meet the government's ongoing obligations to citizens and creditors.

The following schedule provides a summary of the changes in net assets. The decrease in Business-type net assets is due primarily to the inability of these operations to fully fund depreciation.

**Town of Bronson's Change in Net Assets**

	Governmental Activities		Business-Type Activities		Total Government	
	FY2012	FY 2011	FY2012	FY 2011	FY2012	FY 2011
<b>Revenues</b>						
Program Revenues:						
Charges For Services	\$ 248,971	\$ 247,190	\$ 243,161	\$ 221,296	\$ 492,132	\$ 468,486
Operating Grants and Contributions	389,263	107,187	0	0	389,263	107,187
Capital Grants and Contributions	0	57,205	0	0	0	57,205
General Revenues:						
Property Taxes	119,116	117,318	0	0	119,116	117,318
Franchise and Utility Taxes	104,730	109,843	0	0	104,730	109,843
Discretionary and Half Cent Sales Tax	114,470	103,022	0	0	114,470	103,022
Other State Revenues	52,011	68,612	0	0	52,011	68,612
Investment Earnings	250	568	0	0	250	568
Miscellaneous	7,442	15,573	0	0	7,442	15,573
<b>Total Revenues</b>	<b>1,036,253</b>	<b>826,518</b>	<b>243,161</b>	<b>221,296</b>	<b>1,279,414</b>	<b>1,047,814</b>
<b>Expenses</b>						
General Government	328,000	411,108	0	0	328,000	411,108
Public Safety	147,641	139,616	0	0	147,641	139,616
Physical Environment	134,730	132,751	0	0	134,730	132,751
Transportation	45,525	45,333	0	0	45,525	45,333
Human Services	4,140	3,660	0	0	4,140	3,660
Culture and Recreation	47,904	51,642	0	0	47,904	51,642
Economic Environment	356,676	4,090	0	0	356,676	4,090
Interest on Debt	865	1,188	0	0	865	1,188
Water and Sewer Utility	0	0	348,435	368,017	348,435	368,017
<b>Total Expenses</b>	<b>1,065,481</b>	<b>789,388</b>	<b>348,435</b>	<b>368,017</b>	<b>1,413,916</b>	<b>1,157,405</b>
<b>Change in Net Assets</b>	(29,228)	37,130	(105,274)	(146,721)	(134,502)	(109,591)
<b>Net Assets, Beginning of Year</b>	<b>2,054,315</b>	<b>2,017,185</b>	<b>2,314,349</b>	<b>2,461,070</b>	<b>4,368,664</b>	<b>4,478,255</b>
<b>Net Assets, End of Year</b>	<b>\$ 2,025,087</b>	<b>\$ 2,054,315</b>	<b>\$ 2,209,075</b>	<b>\$ 2,314,349</b>	<b>\$ 4,234,162</b>	<b>\$ 4,368,664</b>



**Town of Bronson, Florida**  
**Management's Discussion and Analysis**  
*(Continued)*

**Governmental Activities:**

Governmental activities decreased the Town's net assets by \$(29,228) during the current fiscal year compared to a \$37,130 increase during fiscal year 2011. Revenues for the Town's governmental activities had an increase of \$209,735 during fiscal year 2012, while total expenses increased \$276,093 for the fiscal year 2012. Elements of the changes in revenues and expenses include:

Revenue:

- Charges for Services Increased \$1,781
- Operating and Capital Grants Increased \$224,871
- Property Taxes increased \$1,798
- Discretionary and Half Cent Sales Tax Increased \$11,448
- Franchise and Utility Taxes decreased \$5,113
- Other Revenues Decreased \$25,050

Expenses:

- General Government decreased \$83,108
- Public Safety increased \$8,025
- Transportation increased \$192
- Human Services increased \$480
- Culture and Recreation decreased \$3,738

**Business-type Activities:**

Business-type activities decreased the Town's net assets by \$(105,274) for fiscal year 2012 compared to a decrease of \$146,721 for fiscal year 2011. Revenues for the Town's business-type activities increased by \$21,865, while total expenses decreased by \$(19,582) for the fiscal year 2012. Elements of the changes in revenues and expenses include:

Revenue:

- Charges for Services increased \$21,865

Expenses:

- Water and Sewer decreased \$19,582

**Capital Assets and Debt Administration**

Capital Assets

At September 30, 2012, the Town had \$3,766,655 invested in capital assets, including fire equipment, park and recreation facilities, buildings, roads, and water and sewer facilities.

**Town of Bronson, Florida**  
**Management's Discussion and Analysis**  
*(Concluded)*

**Capital Assets at Year-End (Net of Depreciation)**

	Government Activities		Business-type Activities		Total Government	
	FY2012	FY2011	FY2012	FY2011	FY2012	FY2011
<b>Assets</b>						
Land	\$ 340,096	\$ 340,096	\$ 1,000	\$ 1,000	\$ 341,096	\$ 341,096
Construction in Process	0	0	116,600	0	116,600	0
Buildings and Building Improvements	570,827	574,941	0	0	570,827	574,941
Recreation Park Property	248,855	268,203	0	0	248,855	268,203
Vehicles	106,271	125,442	7,178	9,571	113,449	135,013
Furniture and Equipment	51,724	66,946	11,975	17,462	63,699	84,408
Streets and Roads	88,512	85,593	0	0	88,512	85,593
Water System	0	0	750,796	826,538	750,796	826,538
Sewer System	0	0	1,472,821	1,505,610	1,472,821	1,505,610
<b>Totals</b>	\$ 1,406,285	\$ 1,461,221	\$ 2,360,370	\$ 2,360,181	\$ 3,766,655	\$ 3,821,402

Additional information on the Town's capital assets can be found in Note 3 of the notes to the financial statements.

**Debt Outstanding**

At year-end, the Town had \$17,135 in debt outstanding. Additional information on the Town's long-term debt can be found in Note 5 of the notes to the financial statements.

**Economic Factors and Rates**

- The current unemployment rate for Levy County is 8.8% compared to the State unemployment rate of 8.0% at September 2012.
- The estimated population for the Town in 2000 was 964 and as of the 2011 census count the population was 1,100 which is an increase of 12.3%.
- The Town's ad valorem tax rate for 2011 was 3.44 mills which was 3.77% less than the rolled back rate.
- Property tax assessed values for 2012 increased by \$432,826 to a total assessed value of \$35,524,172.

**Financial Contact**

The Town's financial statements are designed to present users (citizens, taxpayers, customers, and creditors) with a general overview of the Town's finances and to demonstrate the Town's accountability. If you have questions about the report or need additional financial information, please contact the Town Clerk at P.O. Box 266, Bronson, FL 32621.

**STATEMENT OF NET ASSETS**  
**SEPTEMBER 30, 2012**  
**TOWN OF BRONSON, FLORIDA**

	Primary Government		Total
	Governmental Activities	Business-type Activities	
<b>Assets</b>			
<b>Current Assets</b>			
Cash	\$ 396,264	\$ 154,976	\$ 551,240
Accounts Receivable	3,334	26,469	29,803
Due from Other Governments	52,661	0	52,661
Internal Balances	216,501	(216,501)	0
Inventory	0	8,543	8,543
<b>Total Current Assets</b>	<b>668,760</b>	<b>(26,513)</b>	<b>642,247</b>
<b>Restricted Assets</b>			
Cash	0	14,924	14,924
<b>Capital Assets</b>			
Land	340,096	0	340,096
Buildings and Building Improvements	865,962	0	865,962
Recreation Park Property	455,202	0	455,202
Vehicles	687,710	0	687,710
Furniture and Equipment	304,344	0	304,344
Streets and Roads	400,721	0	400,721
(Accumulated Depreciation)	(1,647,750)	0	(1,647,750)
Water Plant, Net	0	763,771	763,771
Sewer Plant, Net	0	1,589,421	1,589,421
Vehicles, Net	0	7,178	7,178
<b>Total Capital Assets</b>	<b>1,406,285</b>	<b>2,360,370</b>	<b>3,766,655</b>
<b>Total Assets</b>	<b>2,075,045</b>	<b>2,348,781</b>	<b>4,423,826</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable and Accrued Expenses	30,460	124,039	154,499
Deferred Revenue	3,168	0	3,168
Accrued Compensated Absences	0	805	805
Notes Payable	6,973	0	6,973
<b>Total Current Liabilities</b>	<b>40,601</b>	<b>124,844</b>	<b>165,445</b>
<b>Payable from Restricted Assets</b>			
Customer Deposits	0	14,862	14,862
<b>Noncurrent Liabilities</b>			
Notes Payable, Long-term	6,704	0	6,704
Accrued Compensated Absences	2,653	0	2,653
<b>Total Noncurrent Liabilities</b>	<b>9,357</b>	<b>0</b>	<b>9,357</b>
<b>Total Liabilities</b>	<b>49,958</b>	<b>139,706</b>	<b>189,664</b>
<b>Net Assets</b>			
Invested in Capital Assets, Net of Related Debt	1,392,608	2,360,370	3,752,978
Unrestricted (Deficit)	632,479	(151,295)	481,184
<b>Total Net Assets</b>	<b>\$ 2,025,087</b>	<b>\$ 2,209,075</b>	<b>\$ 4,234,162</b>

See accompanying notes.

**STATEMENT OF ACTIVITIES**  
**SEPTEMBER 30, 2012**  
**TOWN OF BRONSON, FLORIDA**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
<b>Governmental Activities</b>							
General Government	\$ 328,000	\$ 15,044	\$ 0	\$ 0	\$ (312,956)	\$ 0	\$ (312,956)
Public Safety	147,641	97,389	0	0	(50,252)	0	(50,252)
Physical Environment	134,730	133,383	0	0	(1,347)	0	(1,347)
Transportation	45,525	0	32,587	0	(12,938)	0	(12,938)
Economic Environment	356,676	0	356,676	0	0	0	0
Human Services	4,140	0	0	0	(4,140)	0	(4,140)
Culture and Recreation	47,904	3,155	0	0	(44,749)	0	(44,749)
Interest on Long-term Debt	865	0	0	0	(865)	0	(865)
<b>Total Governmental Activities</b>	<u>1,065,481</u>	<u>248,971</u>	<u>389,263</u>	<u>0</u>	<u>(427,247)</u>	<u>0</u>	<u>(427,247)</u>
<b>Business-type Activities</b>							
Water and Sewer Utility	348,435	243,161	0	0	0	(105,274)	(105,274)
<b>Total Primary Government</b>	<u>\$ 1,413,916</u>	<u>\$ 492,132</u>	<u>\$ 389,263</u>	<u>\$ 0</u>	<u>(427,247)</u>	<u>(105,274)</u>	<u>(532,521)</u>
<b>General Revenues</b>							
Taxes:							
Property Taxes					119,116	0	119,116
Franchise and Utility Taxes					104,730	0	104,730
Discretionary and Half-cent Sales Tax					114,470	0	114,470
Other State Revenues					52,011	0	52,011
Investment Earnings					250	0	250
Miscellaneous					7,442	0	7,442
<b>Total General Revenues</b>					<u>398,019</u>	<u>0</u>	<u>398,019</u>
<b>Change in Net Assets</b>					<u>(29,228)</u>	<u>(105,274)</u>	<u>(134,502)</u>
<b>Net Assets, Beginning of Year</b>					<u>2,054,315</u>	<u>2,314,349</u>	<u>4,368,664</u>
<b>Net Assets, End of Year</b>					<u>\$ 2,025,087</u>	<u>\$ 2,209,075</u>	<u>\$ 4,234,162</u>

See accompanying notes.

**BALANCE SHEET  
GENERAL FUND  
SEPTEMBER 30, 2012  
TOWN OF BRONSON, FLORIDA**

**Assets**

Cash	\$ 396,264
Accounts Receivable	3,334
Due from Other Governments	52,661
Due from Other Fund	11,116
Advances to Other Fund	205,385
	<u>205,385</u>

**Total Assets** 668,760

**Liabilities and Fund Balance**

**Liabilities**

Accounts Payable and Accrued Expenses	30,460
Deferred Revenue	3,168
	<u>3,168</u>

**Total Liabilities** 33,628

**Fund Balances**

Nonspendable:	
Advance to Other Fund	205,385
Unassigned	429,747
	<u>429,747</u>

**Total Fund Balance** 635,132

**Total Liabilities and Fund Balance** \$ 668,760

**Fund Balance - General Fund** \$ 635,132

**Amounts Reported for Governmental Activities in the  
Statement of Net Assets are Different Because:**

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the general fund. 1,406,285

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the general fund. (16,330)

**Net Assets of Governmental Activities** \$ 2,025,087

See accompanying notes.

**STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - GENERAL FUND  
FOR THE YEAR ENDED SEPTEMBER 30, 2012  
TOWN OF BRONSON, FLORIDA**

<b>Revenues</b>	
Taxes	\$ 261,830
Licenses and Permits	85,119
Intergovernmental Revenue	447,558
Charges for Services	235,274
Fines and Forfeitures	1,420
Miscellaneous Revenues	5,052
<b>Total Revenues</b>	<u>1,036,253</u>
<b>Expenditures</b>	
Current:	
General Government	294,882
Public Safety	99,517
Physical Environment	134,730
Transportation	38,596
Economic Environment	356,676
Human Services	4,140
Culture and Recreation	28,557
Capital Outlay	52,136
Debt Service:	
Principal	6,633
Interest	865
<b>(Total Expenditures)</b>	<u>(1,016,732)</u>
<b>Excess of Revenues Over Expenditures</b>	19,521
<b>Fund Balance, Beginning of Year</b>	<u>615,611</u>
<b>Fund Balance, End of Year</b>	<u>\$ 635,132</u>
<b>Net Change in Fund Balance - General Fund</b>	\$ 19,521
<b>Amounts Reported for Governmental Activities in the Statement of Activities are Different Because:</b>	
The general fund reports capital outlays as expenditures. However, in the statement of activities, capital outlays are recorded as assets. This is the amount of capital outlay purchases in the current period.	52,136
The general fund does not report depreciation expenses on capital assets. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as "depreciation expense". This is the amount of depreciation expense in the current period.	(107,072)
Increases in compensated absences reported in the statement of activities do not require the use of current financial resources, and therefore, are not reported as expenditures in the general fund: Increase in Compensated Absences	(446)
Repayment of principal on debt is an expenditure in the general fund, but the repayment reduces long-term liabilities in the statement of net assets: Repayment of Principal on Long-term Debt	<u>6,633</u>
<b>Change in Net Assets of Governmental Activities</b>	<u>\$ (29,228)</u>

See accompanying notes.

**STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
GENERAL FUND  
FOR THE YEAR ENDED SEPTEMBER 30, 2012  
TOWN OF BRONSON, FLORIDA**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<b>Variance With Final Budget Positive (Negative)</b>
	<u>Original</u>	<u>Final</u>		
<b>Revenues</b>				
Taxes	\$ 263,781	\$ 263,781	\$ 261,830	\$ (1,951)
Licenses and Permits	87,384	87,384	85,119	(2,265)
Intergovernmental Revenue	710,930	710,930	447,558	(263,372)
Charges for Services	239,741	239,741	235,274	(4,467)
Fines and Forfeitures	1,920	1,920	1,420	(500)
Miscellaneous Revenues	5,908	5,908	5,052	(856)
<b>Total Revenues</b>	<u>1,309,664</u>	<u>1,309,664</u>	<u>1,036,253</u>	<u>(273,411)</u>
<b>Expenditures</b>				
General Government	453,150	445,165	320,605	124,560
Public Safety	183,529	194,429	102,582	91,847
Physical Environment	155,200	144,200	134,730	9,470
Transportation	172,000	172,000	61,944	110,056
Economic Environment	551,500	557,220	356,676	200,544
Human Services	3,500	4,068	4,140	(72)
Culture and Recreation	151,785	146,677	28,557	118,120
Debt Service:				
Principal	0	6,100	6,633	(533)
Interest	0	805	865	(60)
<b>(Total Expenditures)</b>	<u>(1,670,664)</u>	<u>(1,670,664)</u>	<u>(1,016,732)</u>	<u>653,932</u>
<b>Excess of Revenues Over Expenditures</b>	(361,000)	(361,000)	19,521	380,521
<b>Fund Balance, Beginning of Year</b>	<u>361,000</u>	<u>361,000</u>	<u>615,611</u>	<u>254,611</u>
<b>Fund Balance, End of Year</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 635,132</u>	<u>\$ 635,132</u>

See accompanying notes.

**STATEMENT OF NET ASSETS  
 PROPRIETARY FUND  
 SEPTEMBER 30, 2012  
 TOWN OF BRONSON, FLORIDA**

**Assets**

**Current Assets**

Cash	\$ 154,976
Accounts Receivable	26,469
Inventory	8,543
<b>Total Current Assets</b>	<u>189,988</u>

**Restricted Assets**

Cash	<u>14,924</u>
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**Capital Assets**

Water Plant, Net	763,771
Sewer Plant, Net	1,589,421
Vehicles, Net	7,178
<b>Total Capital Assets</b>	<u>2,360,370</u>

<b>Total Assets</b>	<u>2,565,282</u>
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**Liabilities**

**Current Liabilities**

Accounts Payable and Accrued Expenses	124,039
Accrued Compensated Absences	805
Due to Other Fund	11,116
<b>Total Current Liabilities</b>	<u>135,960</u>

**Payable from Restricted Assets**

Customer Deposits	<u>14,862</u>
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**Noncurrent Liabilities**

Advances from Other Fund	<u>205,385</u>
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<b>Total Liabilities</b>	<u>356,207</u>
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**Net Assets**

Invested in Capital Assets, Net of Related Debt	2,360,370
Unrestricted (Deficit)	(151,295)
<b>Total Net Assets</b>	<u>\$ 2,209,075</u>

See accompanying notes.



**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN  
 FUND NET ASSETS - PROPRIETARY FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2012  
 TOWN OF BRONSON, FLORIDA**

<b>Operating Revenues</b>	
Charges for Services	\$ 226,453
Other Revenues	16,708
<b>Total Operating Revenues</b>	<u>243,161</u>
<b>Operating Expenses</b>	
Personal Services	84,655
Materials, Supplies and Other Expenses	112,037
Depreciation and Amortization	151,743
<b>(Total Operating Expenses)</b>	<u>(348,435)</u>
<b>Operating (Loss)</b>	<u>(105,274)</u>
<b>Change in Net Assets</b>	(105,274)
<b>Net Assets, Beginning of Year</b>	<u>2,314,349</u>
<b>Net Assets, End of Year</b>	<u>\$ 2,209,075</u>

See accompanying notes.

**STATEMENT OF CASH FLOWS - PROPRIETARY FUND  
FOR THE YEAR ENDED SEPTEMBER 30, 2012  
TOWN OF BRONSON, FLORIDA**

<b>Cash Flows from Operating Activities</b>	
Cash Received from Customers	\$ 214,009
Cash Paid to Employees	(89,943)
Cash Paid to Suppliers	(60,083)
Other Receipts	16,708
<b>Net Cash Provided by Operating Activities</b>	<b>80,691</b>
 <b>Net Cash (Used in) Capital and Related Financing Activities</b>	
Acquisition and Construction of Capital Assets	(35,332)
<b>Net Increase in Cash</b>	45,359
<b>Cash, Beginning of Year</b>	124,541
<b>Cash, End of Year</b>	<b>\$ 169,900</b>
 <b><u>Reported as</u></b>	
Cash	\$ 154,976
Restricted Assets - Cash	14,924
<b>Total</b>	<b>\$ 169,900</b>
 <b><u>Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities</u></b>	
Operating (Loss)	\$ (105,274)
Adjustments to Reconcile Operating (Loss) to Net Cash Provided by (Used in) Operating Activities:	
Depreciation	151,743
Increase in Inventory	(298)
(Decrease) in Accounts Payable	(4,754)
(Decrease) in Compensated Absences	(5,288)
Increase in Due to Other Fund	498
Increase in Advances (from) Other Fund	56,507
(Decrease) in Customer Deposits	(12,443)
<b>Net Cash Provided by Operating Activities</b>	<b>\$ 80,691</b>
 <b>Noncash Investing, Capital and Financing Activities</b>	
Construction in Progress	\$ (116,600)

See accompanying notes.

## NOTES TO FINANCIAL STATEMENTS TOWN OF BRONSON, FLORIDA

### Note 1 - Summary of Significant Accounting Policies

The accounting policies of the Town of Bronson, Florida (the Town), conform to generally accepted accounting principles for governmental entities. The following is a summary of significant accounting policies:

#### **Reporting Entity**

The Town is a Florida municipality governed by an elected five-member Town Council. The Town provides services to its citizens including water service, refuse collection, parks and recreation, streets, public safety, and other general governmental activities.

The reporting entity for the Town (the primary government) contained no separate legal entities (component units) for which the Town Council has financial accountability. Financial accountability is present if the Town Council appoints a voting majority of a component unit's governing body and has the ability to impose its will on that organization or if there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the Town.

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the Town. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, 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 are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (a) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (b) grants and contributions that are restricted to meeting the operational and capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and proprietary funds. The Town reports one governmental fund, the general fund as a major fund. The general fund is the Town's primary operating fund. It accounts for all resources traditionally associated with governments, except those required to be accounted for in another fund.

The Town reports one proprietary fund, the water and sewer fund as a major fund. This fund accounts for the activities of the Town's water and sewer utilities.

#### **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, as are proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

**NOTES TO FINANCIAL STATEMENTS**  
**TOWN OF BRONSON, FLORIDA**  
*(Continued)*

**Note 1 - Summary of Significant Accounting Policies (Continued)**

**Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Concluded)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this period, the Town considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt expenditures are recorded only when payment is due.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations.

The principal operating revenues of the Town's proprietary fund are charges to customers for services. Operating expenses for the proprietary fund include the cost of sales and services, administrative expenses, and depreciation on capital assets.

**Proprietary Activities**

For proprietary activities, the Town applies all applicable GASB pronouncements. Additionally, the Town applies pronouncements issued on or before November 30, 1989, by the Financial Accounting Standards Board (FASB) and its predecessor bodies, unless those pronouncements conflict with or contradict GASB pronouncements. Pursuant to GASB Statement No. 20, the Town has elected not to apply all FASB statements and interpretations issued after November 30, 1989.

**Fund Balance Classifications**

The Town implemented the provisions of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54) as required. The purpose of GASB 54 is to improve the consistency and usefulness of fund balance information to the financial statement user. The statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which the organization is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components: nonspendable, restricted, committed, assigned and unassigned.

- **Nonspendable**—This component of fund balance consists of amounts that cannot be spent because (a) they are not expected to be converted to cash, or (b) they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and advances to other funds. On the general fund balance sheet, the advances to other fund balance reported is offset by a nonspendable fund balance classification which indicates it does not constitute “available spendable resources” even though it is a component of net current assets.
- **Restricted**—This component of fund balance consists of amounts that are constrained either (a) externally by third parties (creditors, grantors, contributors, or laws or regulations of other governments), or (b) by law through constitutional provisions or enabling legislation.

**NOTES TO FINANCIAL STATEMENTS**  
**TOWN OF BRONSON, FLORIDA**  
*(Continued)*

**Note 1 - Summary of Significant Accounting Policies (Continued)**

**Fund Balance Classifications (Concluded)**

- **Committed**—This component of fund balance consists of amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (e.g., ordinance or resolution) of the organization’s governing authority (the Town Council). These committed amounts cannot be used for any other purpose unless the Town Council removes or changes the specified use by taking the same type of action (e.g., ordinance or resolution) employed to constrain those amounts.
  
- **Assigned**—This component of fund balance consists of amounts that are constrained by a less-than-formal action of the organization’s governing authority, or by an individual or body to whom the governing authority has delegated this responsibility.
  
- **Unassigned**—This classification is used for (a) deficit unrestricted fund balances in any governmental fund, or (b) fund balances within the general fund that are not restricted, committed or assigned.

When both restricted and unrestricted resources are available for use, it is the Town’s policy to use restricted resources first, then unrestricted resources (committed, assigned, and unassigned) as they are needed. When unrestricted resources (committed, assigned, and unassigned) are available for use, it is the Town’s policy to use committed resources first, then assigned, and then unassigned as needed.

**Cash and Cash Equivalents**

For purposes of the statement of cash flows, cash equivalents include cash held in checking accounts.

**Receivables**

Customer accounts receivable are recorded at their net realizable value and reduced by an allowance for uncollectible accounts of \$407.

**Inventory**

Inventories are stated at cost using the first-in, first-out (FIFO) method. The costs of governmental fund-type inventories are recorded as expenditures when purchased rather than when consumed.

**Encumbrances**

The Town does not utilize encumbrance accounting.

**Capital Assets**

Governmental fund capital assets include land, buildings and improvements, vehicles, furniture and equipment, and infrastructure assets (e.g., streets and roads). Capital assets used in governmental fund-type operations are reported in the statement of net assets rather than in the general fund balance sheet. All purchased capital assets are valued at historical cost. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend its useful life are not capitalized. These capital assets are depreciated using the straight-line method over the following estimated useful lives:

**NOTES TO FINANCIAL STATEMENTS  
TOWN OF BRONSON, FLORIDA  
(Continued)**

**Note 1 - Summary of Significant Accounting Policies (Continued)**

**Capital Assets (Concluded)**

Assets	Years
Buildings and Improvements	10-30
Vehicles	7-10
Furniture and Equipment	3-10
Streets and Roads	10

Proprietary fund capital expenditures made for revenue-producing assets, which are employed in operations that are accounted for in the proprietary fund, are capitalized at historical costs and depreciated using the straight-line method over their estimated useful lives as follows:

Water Plant	25-30 Years
Equipment	10-18 Years
Sewer Plant	30 Years

Donated capital assets are recorded at fair market value at the date of contribution.

**Capitalized Interest During Construction**

No interest was capitalized during 2012.

**Compensated Absences**

The Town's leave policy allows for accumulation of up to 240 hours of unused vacation leave and an unlimited amount of unused sick leave. All vacation leave accumulated and 25% of any sick leave accumulated by employees with three or more years of service is payable upon termination of employment. A liability for accrued compensated absences of employees of the general fund has been accrued and reported in the statement of net assets. A liability for accrued compensated absences for employees of the water and sewer fund has been accrued in the proprietary fund.

**Revenue Recognition**

Utility revenues are recorded when received and adjusted to the accrual basis for financial reporting. Restricted grant revenues, which are received but not expended, are recorded as deferred revenues. Grant revenues receivable are recorded when reimbursable expenditures on those grants have been incurred but not reimbursed.

**Budgeting**

The Town's procedures in preparing and adopting the annual budget are as follows:

- The Town Clerk is responsible for preparing a proposed operating budget for the upcoming year prior to September 30 that includes estimated revenues, proposed expenditures, and other financing sources and uses.
- Public hearings are held to obtain taxpayer comments and suggestions. The budget is enacted through passage of an ordinance.

**NOTES TO FINANCIAL STATEMENTS**  
**TOWN OF BRONSON, FLORIDA**  
*(Continued)*

**Note 1 - Summary of Significant Accounting Policies (Continued)**

**Budgeting (Concluded)**

- Budgets are adopted on a basis consistent with generally accepted accounting principles. Appropriations lapse at the end of the year. The general fund budget presented was based upon the final amended budget. Budget appropriations may not be legally exceeded on a total fund basis.

**Property Taxes**

Under Florida law, the assessment of all properties and the collection of all county, municipal and school board property taxes are consolidated in the offices of the County Property Appraiser and County Tax Collector. The laws of the state regulating tax assessment are also designed to assure a consistent property valuation method statewide. Florida Statutes permit cities to levy property taxes at a rate of up to 10 mills for general operations. The tax levy rate for the tax year ended September 30, 2012, was 3.44 mills.

The tax levy of the Town is established by the Town Council prior to October 1 of each year, and the County Property Appraiser incorporates the Town millages into the total tax levy, which includes the County, various other municipalities and County School Board tax requirements.

All property is reassessed according to its fair market value January 1 of each year. Each assessment roll is submitted to the Executive Director of the Florida Department of Revenue for review to determine if the rolls meet all of the appropriate requirements of Florida Statutes.

All taxes are levied on November 1 of each year, or as soon thereafter, as the assessment roll is certified and delivered to the County Tax Collector. All unpaid taxes become delinquent on April 1 following the year in which they are assessed. Discounts are allowed for early payment at the rate of 4% in the month of November, 3% in the month of December, 2% in the month of January, and 1% in the month of February. The taxes paid in March are without discount.

On or prior to June 1 following the tax year, tax certificates are sold for all delinquent taxes on real property. After sale, tax certificates bear interest of 18% per year or at any lower rate bid by the buyer. Application for a tax deed on any unredeemed tax certificates may be made by the certificate holder after a period of two years. Unsold tax certificates are estimated to be immaterial.

Delinquent taxes on personal property bear interest of 18% per year until the tax is satisfied either by seizure and sale of the property or by the five-year statute of limitations.

The Town does not accrue its portion of the County-held tax sale certificates or personal property tax warrants because such amounts are estimated to be immaterial.

**Franchise Fees**

Continuing franchise fees are reported as revenues as the fees are earned and become receivable from the franchisee.

**NOTES TO FINANCIAL STATEMENTS**  
**TOWN OF BRONSON, FLORIDA**  
*(Continued)*

**Note 1 - Summary of Significant Accounting Policies (Concluded)**

**Interfund Transactions**

During the course of normal operations, the Town has numerous transactions between funds for goods provided or services rendered. These receivables and payables are classified as “Due From Other Fund”, “Due To Other Fund”, “Advance to Other Fund”, and “Advance from Other Fund” in the accompanying financial statements. These transactions are netted on the government-wide financial statements.

**Deferred Revenue**

Deferred revenue may arise when resources are received by the government before it has a legal claim to them, such as when grant monies are received prior to incurring qualified expenditures. In the subsequent period, when the government has a legal claim to the resources, the liability for deferred revenue is removed from the financial statement and revenue is recognized.

**Long-term Obligations**

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities column of the statement of net assets.

**Note 2 - Cash and Time Deposits**

Chapter 280 of the Florida Statutes requires, in general, that all public deposits (including those of the Town) be made in qualified public depositories within the State of Florida. The Town's deposits are considered 100% insured for risk disclosure purposes.

Florida Statutes authorize the Town to invest in the following:

- Direct Obligations of, or Obligations Guaranteed by, the U.S. Government
- Interest-Bearing Time Deposits or Savings Accounts in Qualified Institutions
- Obligations of the Federal Farm Credit Banks
- Obligations of the Federal National Mortgage Association
- The Local Government Surplus Funds Trust Fund

Presently, all investments are limited to time deposits.

At year-end, the carrying amount of the Town's deposits was \$566,164 and the bank balances totaled \$603,688. These deposits were held at two banks and included checking, savings, and a certificate of deposit. All cash and time deposits are fully insured.



**NOTES TO FINANCIAL STATEMENTS**  
**TOWN OF BRONSON, FLORIDA**  
*(Continued)*

**Note 3 - Capital Assets**

**Governmental Activities**

A summary of capital assets in the governmental fund at September 30, 2012 is as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>(Deletions)</u>	<u>Ending Balance</u>
Capital Assets Not Being Depreciated:				
Land	\$ 340,096	\$ 0	\$ 0	\$ 340,096
Capital Assets Being Depreciated:				
Buildings and Building Improvements	843,102	22,860	0	865,962
Recreation Park Property	455,202	0	0	455,202
Vehicles	674,210	13,500	0	687,710
Furniture and Equipment	298,416	5,928	0	304,344
Streets and Roads	390,873	9,848	0	400,721
Total Capital Assets Being Depreciated	<u>2,661,803</u>	<u>52,136</u>	<u>0</u>	<u>2,713,939</u>
Less Accumulated Depreciated for:				
Buildings and Building Improvements	(268,161)	(26,974)	0	(295,135)
Recreation Park Property	(186,999)	(19,348)	0	(206,347)
Vehicles	(548,768)	(32,671)	0	(581,439)
Furniture and Equipment	(231,470)	(21,150)	0	(252,620)
Streets and Roads	(305,280)	(6,929)	0	(312,209)
Total Accumulated Depreciation	<u>(1,540,678)</u>	<u>(107,072)</u>	<u>0</u>	<u>(1,647,750)</u>
Total Being Depreciated, Net	<u>1,121,125</u>	<u>(54,936)</u>	<u>0</u>	<u>1,066,189</u>
<b>Governmental Activities Capital Assets, Net</b>	<u>\$ 1,461,221</u>	<u>\$ (54,936)</u>	<u>\$ 0</u>	<u>\$ 1,406,285</u>

Depreciation expense on governmental fund capital assets charged to functions/programs were as follows:

General Government	\$ 32,672
Public Safety	48,124
Transportation	6,929
Culture and Recreation	19,347
<b>Total Depreciation Expense</b>	<u>\$ 107,072</u>

**Business -type Activities**

A summary of capital assets in the proprietary fund at September 30, 2012, is as follows:

**NOTES TO FINANCIAL STATEMENTS**  
**TOWN OF BRONSON, FLORIDA**  
*(Continued)*

**Note 3 - Capital Assets (Concluded)**

**Business -type Activities (Concluded)**

	<u>Beginning Balance</u>	<u>Additions</u>	<u>(Deletions)</u>	<u>Ending Balance</u>
Capital Assets Not Being Depreciated:				
Land	\$ 1,000	\$ 0	\$ 0	\$ 1,000
Construction in Progress	<u>0</u>	<u>116,600</u>	<u>0</u>	<u>116,600</u>
Total Capital Assets Not Being Depreciated	<u>1,000</u>	<u>116,600</u>	<u>0</u>	<u>117,600</u>
Capital Assets Being Depreciated:				
Water System	2,234,404	0	0	2,234,404
Equipment	87,898	0	0	87,898
Sewer System	1,980,229	35,332	0	2,015,561
Vehicles	<u>16,750</u>	<u>0</u>	<u>0</u>	<u>16,750</u>
Total Capital Assets Being Depreciated	<u>4,319,281</u>	<u>35,332</u>	<u>0</u>	<u>4,354,613</u>
Less Accumulated Depreciated for:				
Water System	(1,407,866)	(75,742)	0	(1,483,608)
Equipment	(70,436)	(5,487)	0	(75,923)
Sewer System	(474,619)	(68,121)	0	(542,740)
Vehicles	<u>(7,179)</u>	<u>(2,393)</u>	<u>0</u>	<u>(9,572)</u>
Total Accumulated Depreciation	<u>(1,960,100)</u>	<u>(151,743)</u>	<u>0</u>	<u>(2,111,843)</u>
Total Being Depreciated, Net	<u>2,359,181</u>	<u>(116,411)</u>	<u>0</u>	<u>2,242,770</u>
<b>Business-type Activities Capital Assets, Net</b>	<u>\$ 2,360,181</u>	<u>\$ 189</u>	<u>\$ 0</u>	<u>\$ 2,360,370</u>

**Note 4 - Deferred Compensation Plan**

Effective October 1, 1998, the Town discontinued its defined benefit pension plan and adopted a deferred compensation plan in accordance with Internal Revenue Code, Section 457. The employee balances in the former plan were transferred into annuity accounts for the individual members under the Section 457 plan. Contributions to the plan by the Town for the benefit of the participants is discretionary and decided on a year-by-year basis. The Town did not make a contribution to the plan during fiscal year 2012.

**Note 5 - Long-term Debt**

A summary of changes in long-term debt follows:

	<u>Balance October 1, 2011</u>	<u>Additions</u>	<u>(Deletions)</u>	<u>Balance September 30, 2012</u>	<u>Due Within One Year</u>
<b>Governmental Activities</b>					
Note Payable to Jack Hancock; Due in Monthly Payments of \$687, Commencing February 2000, Including Interest at a Rate of 10.00%; Secured by Land	\$ 20,310	\$ 0	\$ (6,633)	\$ 13,677	\$ 6,973
Accrued Compensated Absences	<u>2,207</u>	<u>446</u>	<u>0</u>	<u>2,653</u>	<u>0</u>
<b>Total Governmental Activities</b>	<u>\$ 22,517</u>	<u>\$ 446</u>	<u>\$ (6,633)</u>	<u>\$ 16,330</u>	<u>\$ 6,973</u>

**NOTES TO FINANCIAL STATEMENTS**  
**TOWN OF BRONSON, FLORIDA**  
*(Continued)*

**Note 5 - Long-term Debt (Concluded)**

Interest expense during 2012 on long-term liabilities totaled \$ 865, none of which was capitalized.

**Maturities of Long-term Debt**

Maturities of long-term debt for years ending September 30 are as follows:

Year	Principal	Interest	Total Debt Service
2013	\$ 6,973	\$ 526	\$ 7,499
2014	6,704	169	6,873
Compensated Absences	2,653	0	2,653
<b>Total</b>	<b>\$ 16,330</b>	<b>\$ 695</b>	<b>\$ 17,025</b>

Inasmuch as records kept for compensated absences relate only to hours earned, used, and available, the effect of changes in individual employee compensation rates and gross additions and deletions to the reported values of the liability for compensated absences cannot be reasonably determined. Accordingly, only the net change in the accumulated value of compensated absences is shown for the current fiscal year.

**Note 6 - Risk Management**

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. Insurance against losses are provided through the Florida League of Cities, Inc. for the following types of risk:

- Workers' Compensation and Employer's Liability
- General and Automobile Liability
- Real and Personal Property Damage
- Public Officials' Liability
- Accidental Death and Dismemberment

The Town's coverage for workers' compensation is under a retroactively rated policy. Premiums are accrued based on the ultimate cost to-date of the Town's experience for this type of risk. There have been no significant reductions in insurance coverage and settlements have not exceeded insurance coverage during the last three years.

**Note 7 - Other Disclosures**

Interfund Receivable and Payable Balances are as follows:

	Interfund Receivables	Interfund Payables
General Fund	\$ 11,116	\$ 0
General Fund	205,385	0
Water Fund	0	11,116
Water Fund	0	205,385
<b>Total</b>	<b>\$ 216,501</b>	<b>\$ 216,501</b>

**NOTES TO FINANCIAL STATEMENTS**  
**TOWN OF BRONSON, FLORIDA**  
*(Concluded)*

**Note 8 - United States Department of Agriculture Funding**

The Town received a letter dated September 22, 2011, from the United States Department of Agriculture that approved a water and wastewater loan of \$1,596,000 and a water and wastewater grant of \$1,269,600 regarding a wastewater system expansion project. This loan and grant agreement is subject to various conditions the Town must meet in order to obtain final approval to draw down these funds.

The Town incurred engineering costs of \$116,600 as of September 30, 2012, which is reported as construction in progress and is related to this wastewater expansion project. These engineering costs will be paid in the future once financing has been obtained for the project.

**ADDITIONAL ELEMENTS OF REPORT PREPARED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS*, ISSUED BY THE  
COMPTROLLER GENERAL OF THE UNITED STATES; AND THE  
*RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA***

**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 Mayor and Members  
of the Town Council  
Town of Bronson  
Bronson, Florida

We have audited the financial statements of the governmental activities, the business-type activities, and each major fund of the Town of Bronson, Florida (the Town), as of and for the year ended September 30, 2012, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated February 20, 2013. We conducted our audit in accordance with 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.

**Internal Control Over Financial Reporting**

Management of the Town is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the Town's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be *significant deficiencies* or *material weaknesses* and, therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be material weaknesses.

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 Town's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described below to be a material weakness:

**Certified Public Accountants**

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MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS  
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Honorable Mayor and Members  
of the Town Council  
Town of Bronson  
Bronson, Florida

**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*  
(*Concluded*)**

**Internal Control Over Financial Reporting (*Concluded*)**

**2009-1**

■ **Segregation of Duties**

*Condition*—Separation of certain accounting and administrative duties among employees, which was recommended as an effective internal control procedure was not considered possible because of the limited number of employees. We point this out to make the Town aware that separation of duties is desirable.

*Criteria*—Separation of incompatible duties provides increased assurance that errors or irregularities will not go undetected for long periods of time.

*Effect*—Lack of proper separation of incompatible duties could result in errors and irregularities that go undetected for extended periods of time.

*Recommendation*—We recommend that incompatible duties be separated among employees where it is feasible to do so.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Town'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 determination of financial statement amounts. 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*.

We noted certain matters that we have reported to management of the Town in a separate letter dated February 20, 2013.

The Town's response to the findings identified in our audit are described in the accompanying management response. We did not audit the Town's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Town Council, management, and the Florida Auditor General, and is not intended to be and should not be used by anyone other than these specified parties.

*Purvis, Gray and Company, LLP*

February 20, 2013  
Gainesville, Florida

## MANAGEMENT LETTER

Honorable Mayor and Members  
of the Town Council  
Town of Bronson  
Bronson, Florida

We have audited the financial statements of the Town of Bronson, Florida (the Town), as of and for the fiscal year ended September 30, 2012, and have issued our report thereon dated February 20, 2013.

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. We have issued our 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. Disclosures in that report, which is dated February 20, 2013, should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with Chapter 10.550, *Rules of the Auditor General*, which govern the conduct of local governmental entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditors' reports:

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. Corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report except as noted below under the heading Prior Year Findings and Recommendations.

### **Prior Year Findings and Recommendations**

#### **ML 2009-1**

##### ■ **Fixed Asset Inventory**

*Condition*—The Town did not perform an annual physical inventory of its tangible property during the fiscal year ended September 30, 2012.

*Recommendation*—We recommend that complete physical inventory of all tangible property be conducted each year.

This finding was also reported in the fiscal years 2011, 2010, and 2009 management letters.

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Honorable Mayor and Members  
of the Town Council  
Town of Bronson  
Bronson, Florida

**MANAGEMENT LETTER**  
*(Continued)*

**Prior Year Findings and Recommendations (Concluded)**

**ML 2009-3**

■ **Written Policies**

*Condition*—The Town does not currently have detailed written policies and procedures covering areas such as: purchasing, utility billing and collection, travel, capital assets, inventory control and vehicles assigned to employees.

*Recommendation*—We recommend the Town develop written policies and procedures, which document the above significant activities. Written policies and procedures provide the Town with additional assurance that transactions are properly executed and recorded in compliance with applicable laws and regulations.

This finding was also reported in the fiscal years 2011, 2010, and 2009 management letters.

**ML 2009-4**

■ **Water and Sewer Fund**

*Condition*—The Town's water and sewer fund has not been able to operate self-sufficiently under the current rate structure. The water and sewer fund has recorded operating losses for the last several years. This fund has an unrestricted deficit of (\$151,295) at September 30, 2012.

*Recommendation*—We recommend the Town review the current water and sewer rates to determine if these rates should be increased to eliminate future operating losses.

This finding was also reported in the fiscal years 2011, 2010, and 2009 management letters.

Section 10.554(1)(i)2., *Rules of the Auditor General*, requires our audit to include a review of the provisions of Section 218.415, Florida Statutes, regarding the investment of public funds. In connection with our audit, we determined that the Town complied with Section 218.415, Florida Statutes.

Section 10.554(1)(i)3., *Rules of the Auditor General*, requires that we address in the management letter any recommendations to improve the Town's financial management. In connection with our audit, we have the following recommendation:

**ML 2012-1**

■ **Software for Water and Sewer Billings**

*Condition*—The current software used for water, sewer and garbage billings does not provide adequate reports to identify billing adjustments or provide a detailed aging report of accounts receivable balances.

*Recommendation*—We recommend the Town consider the purchase of new software for water, sewer and garbage billings that provides monthly detailed reports of accounts receivable and identifies all billing adjustments and write offs of account balances.

Honorable Mayor and Members  
of the Town Council  
Town of Bronson  
Bronson, Florida

**MANAGEMENT LETTER**  
*(Concluded)*

Section 10.554(1)(i)4., *Rules of the Auditor General*, requires that we address violations of provisions of contracts or grant agreements, fraud, illegal acts, 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 more than inconsequential. In connection with our audit, we did not have any such findings.

Section 10.554(1)(i)5., *Rules of the Auditor General*, provides that the auditor may, based upon professional judgment, report the following matters that have an inconsequential effect on financial statements, considering both quantitative and qualitative factors: (1) violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse, and (2) deficiencies in internal control that are not significant deficiencies. In connection with our audit, we did not have any such findings.

Section 10.554(1)(i)6., *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 Town was established in 1850, under a Charter in accordance with Laws of Florida 6732. There were no component units related to the Town.

Section 10.554(1)(i)7.(a)., *Rules of the Auditor General*, requires a statement be included as to whether or not the local governmental entity 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 our audit, we determined that the Town did not meet any of the conditions described by Section 218.503(1), Florida Statutes.

Section 10.554(1)(i)7.(b)., *Rules of the Auditor General*, requires that we determine whether the annual financial report for the Town for the fiscal year ended September 30, 2012, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2012. In connection with our audit, we determined that these two reports were in agreement.

Pursuant to Sections 10.554(1)(i)7.c. and 10.556(7)., *Rules of the Auditor General*, we applied financial condition assessment procedures. It is management's responsibility to monitor the Town'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.

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

*Purvis, Gray and Company, LLP*

February 20, 2013  
Gainesville, Florida

## *Town of Bronson*

*P.O. Box 266  
Bronson, FL 32621  
352-486-2354*

### Corrective Action Plan & Management Response Town of Bronson

In regards to the findings referenced in our 9/30/2012 audit conducted by the firm of Purvis, Gray & Company the Town of Bronson will begin to address and where possible implement the following changes.

#### **In response to the finding Segregation of Duties 2009-1:**

Separation of certain accounting and administrative duties among employees although recommended and desirable still remains a deficiency due to the limited number of employees, but as discussed below we have tried to have receipts and expenditures flow through department heads, council and administration, for approval to the full extent possible.

Daily operations and cash receipts and expenditures have not changed from how they were stated in previous audits. Due to the small number of staff it is very difficult to separate all accounting and administrative duties completely, but feel these changes address the concerns of the auditors so that mistakes are caught and dealt with in a timely manner. All employees and elected officials have been instructed to pay close attention and not compromise the internal control structure.

#### **Prior Year Findings and Recommendations:**

##### **In response to Fixed Asset Inventory ML 2009-1:**

The Town did begin the process of an annual physical inventory of tangible property during the fiscal year ended September 30, 2012, but due to the large number of items and complexity of the report had not completely finalized the process to be submitted to the auditor. We hope to finalize and become completely compliant in FY 2013.

##### **In response to Written Policies ML 2009-3:**

The Town is well aware of the lack of formal written documentation in regards to policies and procedures covering areas such as: purchasing, utility billing and collection, travel and capital assets, inventory control and vehicles assigned to employees. We felt addressing and updating our Personnel Manual was more of a priority and will address these issues in the near future and complete them as timely as possible.



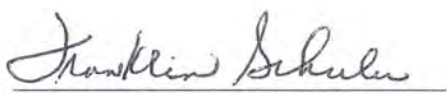
**Water and Sewer Fund ML 2009-4:**

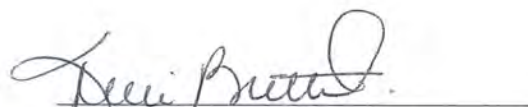
Under the current rate structure the proprietary fund has been operating at a loss for several years. At the direction of the Town Council staff has aggressively pursued federal appropriation monies and state grant monies for sewer expansion. We were successful in securing a \$2.8 million dollar grant/loan for sewer expansion through our commercial business district with USDA/Rural Development. As a requirement of the grant, rates will have to show the ability for repayment. As with any rate increase it has met its fair share of opposition, and currently as of this writing the Bronson Town Council is in the final stages of adopting a new conservative tiered rate structure that will be implemented in the early Spring of 2013.

**Software for Water and Sewer Billings ML 2012-1:**

Staff is in full agreement that the software the town is utilizing for its utility billing is inadequate and does not provide the type of reporting that is required. We will begin to seek out a more appropriate software that will provide the desired reporting and internal controls.

In conclusion we appreciate the recommendations made by our auditors Purvis Gray and Company. We will address all findings with a clear explanation or solution and make appropriate changes as timely as possible. It is this offices goal to stay completely compliant with all state agencies. We are committed to working as efficiently as possible to further improve the quality of life to our citizens and the community.

  
Franklin Schuler, Mayor  
Town of Bronson

  
Kelli Brettel, Town Clerk  
Town of Bronson