

**LAKE COUNTY, FLORIDA  
TAX COLLECTOR**

**FINANCIAL STATEMENTS**

**Fiscal Year Ended September 30, 2018**

## CONTENTS

<b>INDEPENDENT AUDITOR’S REPORT</b>	<b>1</b>
Report on the Financial Statements	1
Other Reporting Required by <i>Government Auditing Standards</i>	2
<b>FINANCIAL STATEMENTS</b>	<b>3</b>
BALANCE SHEET – GENERAL FUND	4
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – GENERAL FUND	5
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – GENERAL FUND – BUDGET AND ACTUAL	6
STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES – AGENCY FUNDS	7
NOTES TO FINANCIAL STATEMENTS	8
<b>OTHER REPORTS</b>	<b>14</b>
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 <i>GOVERNMENT     AUDITING STANDARDS</i>	15
INDEPENDENT AUDITOR’S MANAGEMENT LETTER	17
INDEPENDENT ACCOUNTANT’S REPORT	19



## INDEPENDENT AUDITOR'S REPORT

To the Honorable David Jordan,  
Tax Collector of Lake County, Florida

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

We have audited the accompanying financial statements of the Lake County, Florida Tax Collector (the "Tax Collector") as of and for the fiscal year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the Tax Collector's basic financial statements, as listed in the table of contents.

### ***Management's Responsibility 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; this includes 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.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion 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 involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Tax Collector's preparation and fair presentation of the financial statements 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 Tax Collector's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

To the Honorable David Jordan,  
Tax Collector of Lake County, Florida

***Opinion***

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the respective financial position of the Tax Collector as of September 30, 2018, and the respective change in financial position, and the budgetary comparison for the general fund for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America.

***Emphasis-of-Matter***

As described in Note 1 to the financial statements, the accompanying financial statements were prepared for the purpose of complying with Section 218.39, Florida Statutes, and Section 10.557(3), *Rules of the Auditor General for Local Governmental Entity Audits*. These financial statements are not intended to be a complete presentation of the financial position of Lake County, Florida as of September 30, 2018, and the changes in its financial position for the fiscal year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated March 26, 2019, on our consideration of the Tax Collector's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Tax Collector's internal control over financial reporting and compliance.

*Moore Stephens Lovelace, P.A.*

**MOORE STEPHENS LOVELACE, P.A.**

Certified Public Accountants

Orlando, Florida March  
26, 2019

# **FINANCIAL STATEMENTS**

**LAKE COUNTY, FLORIDA  
TAX COLLECTOR**

**BALANCE SHEET – GENERAL FUND**

**September 30, 2018**

**ASSETS**

Cash and cash equivalents	\$ 2,977,044
Due from other governments and individual	11,893
Due from Board of County Commissioners	110,917
Due from other funds	<u>217,876</u>
TOTAL ASSETS	<u>\$ 3,317,730</u>

**LIABILITIES AND FUND BALANCE**

LIABILITES

Accounts payable and accrued liabilities	\$ 256,471
Due to Board of County Commissioners	2,792,942
Due to other governments	<u>268,317</u>
TOTAL LIABILITIES	\$ 3,317,730

FUND BALANCE 0

TOTAL FUND BALANCE 0

TOTAL LIABILITIES AND FUND BALANCE \$ 3,317,730

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

# LAKE COUNTY, FLORIDA TAX COLLECTOR

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – GENERAL FUND

**Fiscal Year Ended September 30, 2018**

REVENUES		
Charges for service		\$ 4,172,092
Interest income		6,368
Miscellaneous revenue		<u>8,781</u>
	TOTAL REVENUES	<u>4,187,241</u>
EXPENDITURES		
Current:		
General government:		
Personal services		5,616,334
Operating expenditures		1,301,357
Capital outlay		125,283
	TOTAL EXPENDITURES	<u>7,042,974</u>
	DEFICIENCY OF REVENUES UNDER EXPENDITURES	-2,855,733
OTHER FINANCING SOURCES (USES)		
Transfers in from Board of County Commissioners		5,548,585
Transfers out to Board of County Commissioners		<u>-2,692,852</u>
	TOTAL OTHER FINANCING SOURCES (USES)	<u>\$ 2,855,733</u>
	NET CHANGE IN FUND BALANCE	0
FUND BALANCE AT BEGINNING OF YEAR		<u>0</u>
FUND BALANCE AT END OF YEAR		<u><u>\$ 0</u></u>

The accompanying notes are an integral part of the financial statements

# LAKE COUNTY, FLORIDA TAX COLLECTOR

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – GENERAL FUND – BUDGET AND ACTUAL

**Fiscal Year Ended September 30, 2018**

	Original Budget	Final Budget	Actual	Variance
<b>REVENUES</b>				
Charges for services	\$ 3,920,000	\$ 3,920,000	\$ 4,172,092	\$ 252,092
Interest income	5,000	5,000	6,368	1,368
Miscellaneous revenue	0	0	8,781	8,781
<b>TOTAL REVENUES</b>	<b>3,925,000</b>	<b>3,925,000</b>	<b>4,187,241</b>	<b>262,241</b>
<b>EXPENDITURES</b>				
Current:				
General government:				
Personal services	5,738,816	5,828,398	5,616,334	212,064
Operating expenditures	1,325,358	1,321,035	1,301,357	19,678
Capital outlay	63,000	126,110	125,283	827
<b>TOTAL EXPENDITURES</b>	<b>7,127,174</b>	<b>7,275,543</b>	<b>7,042,974</b>	<b>232,569</b>
<b>DEFICIENCY OF REVENUES UNDER EXPENDITURES</b>	<b>-3,202,174</b>	<b>-3,350,543</b>	<b>-2,855,733</b>	<b>494,810</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers in from Board of County Commissioners	5,236,000	5,236,000	5,548,585	312,585
Transfers out to Board of County Commissioners	-2,033,826	-1,885,457	-2,692,852	-807,395
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>3,202,174</b>	<b>3,350,543</b>	<b>2,855,733</b>	<b>-494,810</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE AT BEGINNING OF YEAR</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE AT END OF YEAR</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

The accompanying notes are an integral part of the financial statements



**LAKE COUNTY, FLORIDA  
TAX COLLECTOR**

**STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES –  
AGENCY FUNDS**

**September 30, 2018**

ASSETS

Cash	\$ 4,548,974
------	--------------

TOTAL ASSETS	<u>\$ 4,548,974</u>
--------------	---------------------

LIABILITIES

Due to Board of County Commissioners	\$ 338,509
--------------------------------------	------------

Due to other governments	641,748
--------------------------	---------

Due to other funds	217,876
--------------------	---------

Due to individuals	357,892
--------------------	---------

Taxes collected in advance	<u>2,992,949</u>
----------------------------	------------------

TOTAL LIABILITIES	\$ 4,548,974
-------------------	--------------

The accompanying notes are an integral part of the financial statements

# LAKE COUNTY, FLORIDA TAX COLLECTOR

## NOTES TO FINANCIAL STATEMENTS

**Fiscal Year Ended September 30, 2018**

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The following is a summary of the significant accounting policies used in the presentation of these financial statements.

#### **Reporting Entity**

The Lake County, Florida Tax Collector (the "Tax Collector") is a separately elected county official established pursuant to the Constitution of the State of Florida. For financial reporting purposes, the Tax Collector is deemed to be a part of the primary government of the County and, therefore, is included as such in the Lake County, Florida Comprehensive Annual Financial Report ("CAFR").

#### **Basis of Presentation**

These financial statements are fund financial statements that have been prepared in conformity with the reporting guidelines established by the Government Accounting Standards Board and are presented to comply with the requirements of Section 218.39, Florida Statutes, and Section 10.557(3), *Rules of the Auditor General for Local Governmental Entity Audits*. The basic financial statements for the County as a whole, which include the funds of the Tax Collector, were prepared in conformity with accounting principles generally accepted in the United States of America ("GAAP"). The Tax Collector utilizes the following funds:

- *The General Fund*, a governmental fund, is used to account for all revenues and expenditures applicable to the general operations of the Tax Collector that are not required either legally or by GAAP to be accounted for in another fund.
- *The Agency Fund*, which is a fiduciary fund, is custodial in nature and does not involve measurement of results of operations (assets equal liabilities). The Agency Fund is used to (1) account for collection of motor vehicle registration receipts, and the subsequent remittance of those receipts to the state of Florida, (2) account for the collection and distribution of local property tax monies, and (3) account for funds generated from the sale of miscellaneous licenses from the state of Florida, including business tax receipts, hunting and fishing licenses, boat title and registration collections, driver license services, concealed weapons permits, and the collection of tourist development taxes.

## NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(Continued)*

### **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and are reported in the financial statements. Basis of accounting also refers to the timing of the measurements made, regardless of the measurement focus applied.

The modified accrual basis of accounting is followed by the General Fund. Under the modified accrual basis of accounting, revenues are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are recorded when the liability is incurred, except for accumulated sick and vacation pay, which are not recorded until paid.

Charges for services on the collection of property taxes are recognized as revenue in the fiscal year for which taxes are levied, provided they are collected within 60 days after the end of the fiscal year. Certain other miscellaneous revenues are recorded as revenues when received because they are generally not measurable until actually received. Investment revenues are recorded as earned.

The Agency Fund is accounted for under the economic measurement focus and, accordingly, the accrual basis of accounting is used for recognizing assets and liabilities.

### **Budgetary Requirement**

Expenditures are controlled by appropriations in accordance with the budget requirements set forth in the Florida Statutes. The budgeted revenues and expenditures reported in the financial statements reflect all approved amendments.

Florida Statutes, Section 195.087, governs the preparation, adoption, and administration of the Tax Collector's annual budget. This budget is submitted to the Property Tax Oversight Program of the State of Florida Department of Revenue for approval. A copy of the budget is concurrently submitted to the Board of County Commissioners (the "Board"). The budget is adopted on a basis consistent with accounting principles generally accepted in the United States of America.

Budget amendments are defined as line-item changes, which either increase or decrease the total budget. Budget amendments must be approved, in writing, by the Florida Department of Revenue. Budget transfers between appropriation categories (personnel services, operating, capital outlay, and debt service) must be approved by the Florida Department of Revenue. Transfers between expenditure items within the same appropriation category do not need written approval from the Florida Department of Revenue. Appropriations lapse at year-end.

## NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(Continued)*

### **Property Tax Collections**

Chapter 197, Florida Statutes, governs property tax collections.

- *Current Taxes* – All property taxes become due and payable on November 1 and are delinquent on April 1 of the following year. Discounts of 4%, 3%, 2%, and 1% are allowed for early payment in November through February, respectively.
- *Unpaid Taxes – Sale of Tax Certificates* – The Tax Collector advertises, as required by Florida Statutes, and then sells tax certificates on all real property for unpaid taxes. Certificates not purchased are issued to the County. Any person owning real property upon which a tax certificate has been sold may redeem the real property by paying the Tax Collector the face amount of the tax certificate, plus interest and other costs.
- *Tax Deeds* – The owner of a tax certificate may, after two years, when the taxes have been delinquent (after April 1), file an application for tax deed sale. The County, as a certificate owner, is required to exercise similar procedures two years after taxes have been due (November 1). Tax deeds are issued to the highest bidder for the property, which is sold at a public auction. The Clerk of the Circuit Court of the County administers these sales.

### **Use of 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 disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

### **Surplus Funds**

The Tax Collector follows the policy of investing surplus funds, as authorized by Section 219.075, Florida Statutes.

### **Capital Assets**

The tangible personal property used by the Tax Collector is reported as capital assets in the statement of net position as part of the basic financial statements of the County. Upon acquisition, such assets are recorded as expenditures in the General Fund of the Tax Collector and are capitalized at cost in the capital asset accounts of the County. The Tax Collector maintains custodial responsibility for the capital assets used by its office.

## **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **Compensated Absences**

The Tax Collector's policy is to grant all permanent, full-time employees annual and sick leave based on length of employment. Annual leave can be accumulated; however, it is limited to 300 hours for employees with more than ten years of service, and 180 hours for employees with ten years or less of service. Upon termination of employment, the employee can receive a cash benefit, based upon the employee's current wage rate and the annual leave not taken. Sick leave is accumulated at the rate of 7.5 hours for each full calendar month of continuous employment. The carry-over limitation per fiscal year is 975 hours, or 130 days. The sick leave limitation can be exceeded by 90 hours; however, at the end of the fiscal year, employees over the limit will receive 7.5 hours of personal leave in exchange for 45 hours of excess sick leave, not to exceed 15 hours of personal leave. Employees, who receive personal leave as a result of excess sick leave, must use all of it in the next year in order not to forfeit those hours. No sick leave benefits are granted upon termination of employment.

The Tax Collector records accumulated leave and the related fringe benefits at each year-end based on each employee's accumulated, unused hours and rate of pay. The accumulated, unused portion at September 30 is recorded in the statement of net position as part of the basic financial statements of the County.

### **Refund of Excess Fees**

Florida Statutes provide that the excess of the Tax Collector's fee revenue over expenditures is to be distributed to each governmental agency in the same proportion as the fees paid by the governmental agency bear to the total fee income received by the Tax Collector. The amount of undistributed excess fees at the end of the fiscal year is reported as amounts due to the Board and other taxing districts, and the transfer and distribution of total excess fees to be remitted to the Board are reported as an other financing use.

## **NOTE 2 - CASH AND CASH EQUIVALENTS**

The Tax Collector's cash and cash equivalents consisted of interest and noninterest-bearing demand accounts. All bank balances as of September 30, 2018, are covered by federal depository insurance or by a multiple financial institution collateral pool, pursuant to the Public Depository Security Act of the State of Florida. In addition to deposits amounting to \$7,503,517, the Tax Collector had \$22,501 in cash on hand at September 30, 2018.

## **NOTE 3 - ACCOUNTS PAYABLE**

Accounts payable in the General Fund are due to various vendors. Accounts payable in the Agency Funds are primarily tax certificate redemptions due to individuals.

#### **NOTE 4 - ACCUMULATED COMPENSATED ABSENCES**

The amount of vested, accumulated compensated absences payable, based upon the Tax Collector’s annual and sick leave policy is reported as a liability in the statement of net position in the County’s basic financial statements. The change in accumulated compensated absences during the year ended September 30, 2018 is as follows:

Beginning balance	\$ 283,602
Additions	202,350
Deletions	(224,175)
Ending balance	\$ 261,777

#### **NOTE 5 - RETIREMENT PLAN**

Substantially all full-time employees of the Tax Collector are participants in the Florida Retirement System (the “System”), a multiple-employer, cost-sharing, public retirement system, which is controlled by the State Legislature and administered by the State of Florida Department of Administration, Division of Retirement. The System offers a choice between a defined-benefit plan (“Pension Plan”) and a defined-contribution plan (“Investment Plan”).

The Pension Plan provides for vesting of benefits after six to eight years of creditable service. Normal retirement benefits are available to employees who retire at or after age 62 to 65 with six or more years of service. Early retirement is available after six to eight years of service, with a 5% reduction of benefits for each year prior to the normal retirement age. Retirement benefits are based upon age, average compensation, and years of service credit, where average compensation is computed as the average of an individual’s five to eight highest years of earnings. A post-employment health insurance subsidy is also provided to eligible, retired employees through the System in accordance with Florida Statutes.

Pension Plan members may also participate in the Deferred Retirement Option Plan (“DROP”), after reaching eligibility for normal retirement, or through the available deferral period for eligible members. This plan allows employees to defer receipt of retirement benefits, while continuing employment for a period of up to 60 months. Accumulated System benefits earn either 1.3% or 6.5% interest compounded monthly, depending on the employee’s participation date. The employer continues to contribute to the System on behalf of the employee.

The Investment Plan provides for vesting after one year of creditable service. Under this plan, the employer makes contributions to a participant’s account and the participant directs where the contributions are invested among the plan’s investment funds. Upon termination, vested participants receive amounts accumulated in their investment accounts.

Participating employer contributions are based on statewide rates established by the State of Florida. These rates are applied to employee salaries, as follows: regular employees, 7.92% and 8.26%; senior management, 22.71% and 24.06%; elected officials, 45.50% and 48.70%; and DROP, 13.26% and 14.03%; from October 1, 2017 to June 30, 2018, and July 1, 2018 to September 30, 2018, respectively.

**NOTE 5 - RETIREMENT PLAN (Continued)**

The Tax Collector's contributions to the System during the years ended September 30, 2018, 2017, and 2016, were \$412,128, \$352,983, and \$341,280, respectively, and are equal to the actuarially determined contribution requirements for each year. Employee contributions were \$110,768, \$96,712, and \$94,221 for the years ended September 30, 2018, 2017 and 2016, respectively.

For financial reporting purposes, the Tax Collector is deemed to be part of the primary government of Lake County, Florida. A liability related to the Tax Collector's proportionate share of the FRS retirement benefits, along with a detailed plan description, will be reported in the financial statements of Lake County, Florida for the fiscal year ended September 30, 2018.

The Tax Collector has no responsibility to the System other than to make the periodic contributions required by State Statutes. The Florida Division of Retirement issues a publicly available financial report that includes financial statements and required supplementary information for the System. The report may be obtained by writing to the Florida Division of Retirement, 2639 Monroe Street, Building C, Tallahassee, Florida 32399-1560.

**NOTE 6 - RISK MANAGEMENT**

The Tax Collector is exposed to various risks related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees, and natural disasters. All insurance coverage is held by commercial carriers, and no settlements in excess of claims have been incurred in the past three fiscal years.

**NOTE 7 - OTHER POST-EMPLOYMENT BENEFITS**

All eligible employees of the Tax Collector participate in the Lake County, Florida plan. For a detailed plan description and any OPEB liability for the employees of the Tax Collector, see the financial statements of Lake County, Florida for the fiscal year ended September 30, 2018.

## OTHER REPORTS





Certified Public Accountants

**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 the Honorable David Jordan,  
Tax Collector of Lake County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Lake County, Florida Tax Collector (the "Tax Collector") as of and for the fiscal year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the Tax Collector's basic financial statements and have issued our report thereon dated March 26, 2019.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Tax Collector's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances 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 Tax Collector's internal control. Accordingly, we do not express an opinion on the effectiveness of the Tax Collector's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

To the Honorable David Jordan,  
Tax Collector of Lake County, Florida

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Tax Collector'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*.

Pursuant to provisions of Chapter 10.550, *Rules of the Auditor General*, we reported certain matters to management of the Tax Collector in a separate management letter and Independent Accountant's Report dated March 26, 2019.

### **Purpose of this Report**

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

*Moore Stephens Lovelace, P.A.*

**MOORE STEPHENS LOVELACE, P.A.**

Certified Public Accountants

Orlando, Florida  
March 26, 2019



## INDEPENDENT AUDITOR'S MANAGEMENT LETTER

To the Honorable David Jordan,  
Tax Collector of Lake County, Florida

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

We have audited the financial statements of the Lake County, Florida Tax Collector (the "Tax Collector") as of and for the fiscal year ended September 30, 2018, and have issued our report thereon dated March 26, 2019.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and Chapter 10.550, *Rules of the Auditor General*.

### **Other Reporting Requirements**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and Independent Accountant's Report on an examination conducted in accordance with AICPA Professional Standards, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, *Rules of the Auditor General*. Disclosures in those reports, which are dated March 26, 2019, should be considered in conjunction with this management letter.

### **Prior Audit Findings**

Section 10.554(1)(i)1., *Rules of the Auditor General*, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. In connection with the preceding audit, there were no findings or recommendations.

### **Official Title and Legal Authority**

Section 10.554(1)(i)4., *Rules of the Auditor General*, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The legal authority is disclosed in the notes to the financial statements.

To the Honorable David Jordan,  
Tax Collector of Lake County, Florida

**Other Matters**

Section 10.554(1)(i)2., *Rules of the Auditor General*, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

**Additional Matters**

Section 10.554(1)(i)3., *Rules of the Auditor General*, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

**Purpose of this Letter**

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

*Moore Stephens Lovelace, P.A.*

**MOORE STEPHENS LOVELACE, P.A.**  
Certified Public Accountants

Orlando, Florida  
March 26, 2019



Certified Public Accountants

## INDEPENDENT ACCOUNTANT'S REPORT

To the Honorable David Jordan,  
Tax Collector of Lake County, Florida

We have examined the Lake County, Florida Tax Collector's (the "Tax Collector") compliance with the requirements of Section 218.415, Florida Statutes, during the fiscal year ended September 30, 2018. Management is responsible for the Tax Collector's compliance with those requirements. Our responsibility is to express an opinion on the Tax Collector's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Tax Collector complied with those requirements. An examination involves performing procedures to obtain evidence about the Tax Collector's compliance with those requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the Tax Collector's compliance with specified requirements.

In our opinion, the Tax Collector complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2018.

*Moore Stephens Lovelace, P.A.*

**MOORE STEPHENS LOVELACE, P.A.**

Certified Public Accountants

Orlando, Florida  
March 26, 2019