## CITY OF PARKER, FLORIDA

## FINANCIAL STATEMENTS

SEPTEMBER 30, 2003

## CITY OF PARKER, FLORIDA FINANCIAL STATEMENTS SEPTEMBER 30, 2003

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AUDITORS' REPORTS



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#### INDEPENDENT AUDITORS' REPORT

Honorable Mayor and Members of the City Council City of Parker, Florida

We have audited the accompanying general purpose financial statements of the City of Parker, Florida, as of and for the year ended September 30, 2003, as listed in the table of contents. These general purpose financial statements are the responsibility of the City of Parker, Florida's management. Our responsibility is to express an opinion on these general purpose 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 general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the City of Parker, Florida, as of September 30, 2003, and the results of its operations and cash flows of its proprietary fund types and nonexpendable trust funds 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 our report dated March 17, 2004, on our consideration of the City of Parker, Florida's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund and account group financial statements and schedules listed as supplementary information in the table of contents are presented for the purpose of additional analysis and are not a required part of the general purpose financial statements of the City of Parker, Florida. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

Carr, Riggs & Ingram, LLC

Panama City, Florida March 17, 2004

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## REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and Members of the City Council City of Parker, Florida

We have audited the general purpose financial statements of the City of Parker, Florida, as of and for the year ended September 30, 2003, and have issued our report thereon dated March 17, 2004. 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.

#### <u>Compliance</u>

As part of obtaining reasonable assurance about whether the City of Parker, Florida's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 that are required to be reported under *Government Auditing Standards*.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City of Parker, Florida's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

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Carr, Riggs & Ingram, LLC

Panama City, Florida March 17, 2004

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#### INDEPENDENT AUDITORS' MANAGEMENT LETTER

Honorable Mayor and Members of the City Council City of Parker, Florida

We have audited the general purpose financial statements of the City of Parker, Florida, as of and for the year ended September 30, 2003, and have issued our report thereon dated March 17, 2004.

We have issued our report on compliance and on internal control over financial reporting based on an audit of financial statements performed in accordance with *Government Auditing Standards*, dated March 17, 2004. Disclosures in that report, if any, should be considered in conjunction with this management letter.

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. Additionally, our audit was conducted in accordance with the provisions of Chapter 10.550, Rules of the Auditor General. Those Rules (Section 10.554(1)(g)1 a.) require that we address in the management letter, if not already addressed in the auditors' report on compliance and internal controls or schedule of findings and questioned costs, whether or not inaccuracies, irregularities, shortages, defalcations, fraud and/or violations of laws, rules, regulations, and contractual provisions reported in the preceding annual financial audit report have been corrected. There were no inaccuracies, irregularities, shortages, defalcations, and contractual provisions of laws, rules, regulations, fraud and/or violations of laws, rules, regulations, fraud and/or violations of laws, defalcations, fraud and/or violations of laws, defalcations, fraud and/or violations of laws, rules, regulations, and contractual provisions disclosed in the preceding annual financial audit report.

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Center for Public Company Audit Firms The Rules of the Auditor General (Section 10.554(1)(g)1.b.) require that we address in the management letter, if not already addressed in the auditors' report on compliance and internal controls or schedule of findings and questioned costs, whether or not recommendations made in the preceding annual financial audit report have been followed. There were no recommendations made in the preceding annual financial audit report.

As required by the Rules of the Auditor General (Section 10.554(1)(g)2), the scope of our audit included a review of the provisions of Section 218.415, Florida Statutes, regarding the investment of public funds. In connection with our audit, we determined the City of Parker complied with Section 218.415, Florida Statutes.

The Rules of Auditor General (Section 10.554(1)(g)4) require disclosure in the management letter of the following matters if not already addressed in the auditors' report on compliance and internal controls or schedule of findings and questioned costs: (1) violations of laws, rules, regulations, and contractual provisions that have occurred, or were likely to have occurred; (2) improper or illegal expenditures; (3) improper or inadequate accounting procedures (e.g., the omission of required disclosures from the financial statements); (4) failures to properly record financial transactions, and (5) other inaccuracies, shortages, defalcations, or instances of fraud discovered by, or that came to the attention of the auditor.

## 03-1 Fixed Asset Inventory

A complete physical inventory of fixed assets has not been completed in the past two years. An inventory of fixed assets is being maintained and updated as assets are added or deleted. However, in order to ensure its accuracy we recommend that at a minimum of every two years, all assets be physically counted and reconciled to the asset inventory list.

## Management's response

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e Emmanalmet tage The City is in the process of completing the physical inventory and we anticipate it will be reconciled to the fixed asset inventory schedule in the near future.

## 03-2 Bank Reconciliations

The reconciliations should be performed as soon as possible after receipt of the bank statements. During our audit procedures it was discovered that bank reconciliations were not being performed on all accounts in a timely manner. By the completion of the fieldwork all bank accounts had been reconciled.

## Management's response

The bank accounts are all currently reconciled and will be reconciled monthly by the 10<sup>th</sup> of the month or as soon as possible after the bank statements are received.

03-3 Reconciliation of Interfund Accounts

The interfund receivables and payables were not regularly reconciled during the audit period and did not balance at the end of the year. It is important for these accounts to be reconciled timely so that financial reporting errors are corrected within a timely manner. These accounts have been reconciled by the completion of the fieldwork.

## Management's response

The interfund receivables and payables are currently reconciled and will be reconciled monthly prior to the preparation of the financial statements that are prepared for the Mayor and Council.

## 03-4 Improper segregation of duties

In order to reduce the risk that the financial statements will be misstated, that improper or illegal expenditures will be incurred, or that fraud will exist within the City, it is important that the City have in place a properly designed system of internal controls.

A properly designed system of internal controls requires that certain job functions be handled separately by different people. The three job functions that should be separated are: (1) recording transactions, preparing financial statements, and entering activity into the financial accounting software; (2) handling cash, responsibility for overseeing supplies inventories, furniture, equipment, vehicles, and other assets; and (3) approving transactions, purchases, transfers, withdrawals, deposits, etc.

Each of these job functions should be handled by a different person. When one person is charged with the responsibility of two or more of these functions simultaneously there is a risk that intentional or unintentional errors could occur and not be identified.

During the year ended September 30, 2003, due to a turnover in City personnel there were occasions where incompatible duties were not properly separated. We realize that due to a limited number of staff available there may be times when these duties cannot always be separated. However, because of the risk involved, we recommend that when assigning job duties while restructuring, the City take care to ensure proper separation of incompatible duties where possible. On the occasions where proper segregation is not possible, we recommend additional oversight by management and the Council.

## Management's response

During our administrative staff restructuring we are taking measures to insure that incompatible duties are being properly segregated so that where practical no one person has access to the accounting system, access to assets, and/or authorization of the transaction.

The rules of the Auditor General (Section 10.554(1)(g)5.) also require that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. The City of Parker, Florida, is incorporated under the provisions of the State of Florida (Laws of Florida, 1951, CH. 27685, Sec.5). There are no component units of the reporting entity as defined in publications cited in Rule 10.553.

As required by the Rules of the Auditor General (Section 10.554(1)(g)6.a.), the scope of our audit included a review of the provisions of section 218.503(1), Florida Statutes, regarding financial emergencies. In connection with our audit, we determined that the City of Parker is not in a state of financial emergency as a consequence of the conditions described in Section 218.503(1), Florida Statutes as of the date of this report.

As required by the Rules of the Auditor General (Section 10.554(1)(g)6.b.), we determined that the annual financial report for the City of Parker for the fiscal year ended September 30, 2003, filed with the Department of Financial Services pursuant to Section 218.32, Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2003.

As required by the Rules of the Auditor General (Section 10.554(g)6.c. and 10.556(8)), we applied financial condition assessment procedures. It is management's responsibility to monitor the entity'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.

This report is intended solely for the information and use of management, others within the organization, members of the City Council, and the State of Florida Office of the Auditor General, and is not intended to be and should not be used by anyone other than these specified parties.

Carr, Riggs & Ingram, LLC

Panama City, Florida March 17, 2004

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## GENERAL PURPOSE FINANCIAL STATEMENTS

## CITY OF PARKER, FLORIDA COMBINED BALANCE SHEET ALL FUND TYPES AND ACCOUNT GROUPS SEPTEMBER 30, 2003

	FUI	ERNMENTAL ND IYPES General Fund	PROPRIEIARY <u>FUND IYPES</u> Enterprise Fund		
Assets and Other Debits					
Cash	\$	630,903	\$	1,937,922	
Accrued Revenue Receivable		172,235		-	
Accounts Receivable		2,356		136,283	
Grants Receivable		48,238		-	
Advances to Other Funds		9,821		279,028	
Due from Joint Venture		-		55,614	
Prepaid Expenses		71,104		-	
Inventories		2,185		-	
Restricted Assets - Cash		-		673,380	
Investment in Joint Venture		-		-	
Fixed Assets (Net of Accumulated Depreciation)		-		2,075,706	
Amount To Be Provided			<u></u>	<u> </u>	
I otal Assets and Other Debits	\$	936,842	\$	5,157,933	

(Continued)

		NI GROI		*** ·	TOIAL (Memorandum Only)		
Gene Long-Ter		F	General ixed Assets		2003		2002
\$	-	\$	-	\$	2,568,825	\$	2,807,983
	-		-		172,235		122,042
	-		•		138,639		174,165
	-		-		48,238		48,238
	-		-		288,849		161,307
	-		-		55,614		34,293
	-		-		71,104		3,428
	-		-		2,185		3,720
	-		-		673,380		627,430
	-		-		-		35,147
	-		3,411,715		5,487,421		5,481,171
<u></u>		<u></u>					32,273
\$	<b>-</b>	\$	3,411,715	\$	9,506,490	\$	9,531,197

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See Accompanying Notes to Financial Statements

## CITY OF PARKER, FLORIDA COMBINED BALANCE SHEET ALL FUND TYPES AND ACCOUNT GROUPS SEPTEMBER 30, 2003

(Continued)

	FUN	RNMENIAL ND IYPES General Fund	PROPRIETARY FUND TYPES Enterprise Fund		
Accounts Payable	\$	67,889	\$	69,348	
Accrued Liabilities		104,425		19,802	
Advances from Other Funds		279,028		9,821	
Due to Joint Venture		-		330,474	
Investment in Joint Venture		-		157,082	
Payable from Restricted Assets -					
Leases Payable		-		59,529	
Customer Deposits		-		220,188	
Deferred Revenue		7,625		-	
Notes Payable		-		-	
Total Liabilities		458,967		866,244	
Fund Equity and Other Credits					
Contributed Capital		-		273,008	
Investment in General Fixed Assets		<u>-</u>		-	
Retained Earnings -					
Reserved for Customer Deposits		-		220,188	
Reserved for Repair and Replacement		-		405,164	
Unreserved		-		3,393,329	
Fund Balance -					
Reserved for Inventories		2,185		-	
Unreserved		475,690		-	
I otal Fund Equity and Other Credits		477,875		4,291,689	
I otal Liabilities, Fund Equity and Other Credits	\$	936,842	\$	5,157,933	

		GROUPS	IOIA (Memoranda)	
Gen Long-Te		General Fixed Assets	2003	2002
\$	- - -	\$- - - -	\$ 137,237 124,227 288,849 330,474 157,082	\$ 238,034 85,169 161,307 338,322 -
·	- - - -		59,529 220,188 7,625  1,325,211	115,828 191,840 10,821 32,273 1,173,594
	-	3,411,715	273,008 3,411,715	273,008 3,253,724
	- - -	- -	220,188 405,164 3,393,329	191,840 387,403 3,532,339
			2,185 <u>475,690</u> <u>8,181,279</u>	3,720 715,569 8,357,603
\$	-	\$ 3,411,715	\$ 9,506,490	\$ 9,531,197

See Accompanying Notes to Financial Statements

## CITY OF PARKER, FLORIDA COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE ALL GOVERNMENTAL FUND TYPES YEAR ENDED SEPTEMBER 30, 2003

	General Fund				
Revenue					
Taxes	\$ 729,020				
Licenses and Permits	30,343				
Intergovernmental Revenue	537,435				
Charges for Services	130,734				
Fines and Forfeitures	50,219				
Interest Income	22,078				
Miscellaneous	20,044				
Iotal Revenue	1,519,873				
Expenditures					
Finance and Administration	127,904				
System Administration	11,264				
Police	374,453				
Fire	276,019				
Code Enforcement	30,129				
Street	532,972				
Trash	157,779				
Health	25,560				
Fleet Management	101,451				
Cultural and Recreation	91,483				
Debt Service - Principal Retirement	32,273				
Total Expenditures	1,761,287				
Excess of Revenue Over (Under) Expenditures	(241,414)				
Fund Balance - September 30, 2002	719,289				
Fund Balance - September 30, 2003	\$ 477,875				

## See Accompanying Notes to Financial Statements

## CITY OF PARKER, FLORIDA COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL GENERAL FUND YEAR ENDED SEPTEMBER 30, 2003

		Budget	Variance Favorable (Unfavorable)			
Revenue		Dudget		Actual		
Iaxes	\$	746,950	\$	729,020	\$	(17,930)
Licenses and Permits	•	30,000	Ţ	30,343	•	343
Intergovernmental Revenue		552,430		537,435		(14,995)
Charges for Services		132,640		130,734		(1,906)
Fines and Forfeitures		44,810		50,219		5,409
Interest Income		20,000		22,078		2,078
Miscellaneous		15,780		20,044		4,264
Total Revenue		1,542,610		1,519,873		(22,737)
Expenditures						
Finance and Administration		157,730		127,904		29,826
System Administration		20,070		11,264		8,806
Police		395,150		374,453		20,697
Fire		284,180		276,019		8,161
Code Enforcement		33,050		30,129		2,921
Street		560,330		532,972		27,358
Trash		166,980		157,779		9,201
Health		25,090		25,560		(470)
Fleet Management		124,340		101,451		22,889
Cultural and Recreation		101,640		91,483		10,157
Debt Service - Principal Retirement		-		32,273		(32,273)
Total Expenditures		1,868,560		1,761,287		107,273
Excess of Revenue Over (Under) Expenditures		(325,950)		(241,414)		84,536
Fund Balance - September 30, 2002		719,289	·	719,289		
Fund Balance - September 30, 2003	\$	393,339	\$	477,875		84,536

## See Accompanying Notes to Financial Statements

## CITY OF PARKER, FLORIDA COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS ALL PROPRIETARY FUND TYPES YEAR ENDED SEPTEMBER 30, 2003

	Ent	erprise Fund
Operating Revenue		
General Operating Revenue	\$	1,438,250
Tap Fees, Permits and Other Income		66,975
Total Operating Revenue		1,505,225
Operating Expenses		
Personal Services		215,374
Contractual Services		330,522
Supplies and Operating Costs		429,799
Debt Service Charges		500,038
Depreciation		157,916
Total Operating Expenses		1,633,649
Operating Income (Loss)		(128,424)
Nonoperating Revenue (Expenses)		
Interest Income		48,078
Interest Expense		(6,027)
Grant Revenue		164,380
Net Loss from Joint Venture		(170,908)
I otal Nonoperating Revenue (Expenses)		35,523
Net Income (Loss)		(92,901)
Retained Earnings - September 30, 2002		4,384,590
Retained Earnings - September 30, 2003		4,291,689

See Accompanying Notes to Financial Statements

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## CITY OF PARKER, FLORIDA COMBINED STATEMENT OF CASH FLOWS ALL PROPRIETARY FUND TYPES YEAR ENDED SEPTEMBER 30, 2003

	Ent	terprise Fund
Cash Flows from Operating Activities		
Operating Income (Loss)	\$	(128,424)
Adjustments to Reconcile Operating Income (Loss) to Net Cash		
Provided by (Used for) Operating Activities		
Depreciation		157,916
Decrease in Accounts Receivable		5,727
Decrease in Accounts Payable		(98,558)
Decrease in Accrued Liabilities		(2,754)
Increase in Customer Deposits		28,348
Net Cash Provided by (Used for) Operating Activities		(37,745)
Cash Flows from Capital and Related Financing Activities		
Acquisition of Capital Assets		(6,175)
Note Payments to Joint Venture		(7,848)
Interest Paid		(6,027)
Principal Paid on Leases		(56,299)
Payments to General Fund		(111,914)
Grant Proceeds	<del></del>	164,380
Net Cash Provided by (Used for) Capital and Related Financing		(23,883)
Cash Flows from Investing Activities		
Interest Received		48,078
Net Cash Provided by Investing Activities		48,078
Net Decrease in Cash		(13,550)
Cash – September 30, 2002		2,624,852
Cash – September 30, 2003		2,611,302
Noncash Investing Capital and Financing Activities		
Net Loss from Joint Venture	\$	170,908

See Accompanying Notes to Financial Statements

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## NOTES TO FINANCIAL STATEMENTS

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Introduction

The accounting methods and procedures adopted by the City of Parker, Florida (City), conform to United States generally accepted accounting principles as applied to governmental entities. The following notes to the financial statements are an integral part of the City's general purpose financial statements. The City's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements. Proprietary funds and similar component units apply Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails.

#### The Reporting Entity

The City of Parker, Florida, is incorporated under the provisions of the State of Florida. The City operates under a Council-Manager form of government and provides the following services as authorized by its charter: public safety (police and fire), streets, health, cultural and recreation, public improvements, planning and zoning, general administrative services, and water and sewer utilities.

The City, for financial purposes, includes all of the funds and account groups relevant to the operations of the City of Parker, Florida. The financial statements presented herein do not include agencies which have been formed under applicable state laws or separate and distinct units of government apart from the City of Parker, Florida. The financial statements of the City include those of separately administered organizations that are controlled by or dependent on the City. Control or dependence is determined on the basis of budget adoption, taxing authority, funding and appointment of the respective governing board.

#### Basis of Presentation - Fund Accounting

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The City has created several types of funds and a number of discrete funds within each fund type. Each fund is accounted for by a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance/retained earnings, revenues and expenditures/expenses. The individual funds account for the governmental resources allocated to them for the purpose of carrying on specific activities in accordance with laws, regulations or other restrictions.

The funds are grouped into two fund types, two generic funds, and two account groups as described below:

Governmental Fund Types - These are funds through which most governmental functions are financed. The funds included in this category are as follows:

General Fund - This fund is established to account for resources devoted to financing the general services that the City performs for its citizens. General tax revenue used to finance the fundamental operations of the City are included in this fund. The fund is charged with all costs of operating the government for which a separate fund has not been established.

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

Proprietary Fund Types - These funds account for operations that are organized to be self-supporting through user charges. The funds included in this category are the enterprise funds.

Enterprise Funds - These funds are established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Accounts Groups - In addition to the governmental and proprietary fund types, the City also maintains two account groups as described below:

General Fixed Assets Account Group - This is not a fund but rather an account group that is used to account for all property, plant and equipment other than that accounted for by the enterprise funds.

General Long-Term Debt Account Group - This is not a fund but rather an account group that is used to account for the outstanding principal balances of general obligation bonds and other long-term debt not reported by the enterprise funds.

#### **Basis of Accounting**

Governmental fund revenues and expenditures are recognized on the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for debt service.

Proprietary funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned and their expenses are recognized when they are incurred.

#### **Budgetary Data**

Formal budgetary accounting is employed as a management control for all funds of the City. Annual operating budgets for the general fund and proprietary funds are adopted each fiscal year through passage of an annual budget ordinance and amended as required. The same basis of accounting is used to reflect actual revenues and expenditures/expenses as recognized by generally accepted accounting principles except as follows. The utility fund budget includes capital expenditures, bond proceeds, water revenue bond principal payments and does not include depreciation.

Commitments for goods and services at the end of the year are recorded as encumbrances for budgetary control. These encumbrances lapse at the end of the year and become part of the following year's budgetary amounts. All unencumbered budgeted appropriations, except project budgets, lapse at the end of each fiscal year.

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

#### Cash and Cash Equivalents

For the purpose of the statements of cash flows the proprietary fund types consider cash, certificates of deposits with maturities of up to one year, and all other highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

#### Deposits with Financial Institutions

All cash resources of the City are placed in banks that qualify as public depository as required by law (Florida Security for Public Deposits Act.). Every qualified Public depository is required by this law to deposit with the State Treasurer eligible collateral equal to, or in excess of, an amount to be determined by the State Treasurer. The State Treasurer is required by this law to ensure that the Depositor's funds are entirely collateralized throughout the fiscal year. In the event of failure by a qualified public depository, losses, in excess of federal depository insurance and proceeds from the sale of the securities pledged by the defaulting depository, are assessed against the other qualified public depositories of the same type as the depository in default. When other qualified public depositories are assessed additional amounts, they are assessed on a pro-rata basis.

#### Cash and Investments

Investments are recorded at cost, which approximates market. The City's investments are categorized to give an indication of the level of risk assumed by the City at year-end. Category 1 includes investments that are insured or registered or for which the securities are held by the City or its agent in the City's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or dealer's trust department or agent in the City's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent but not in the City's name.

Investments made by the City are summarized as follows:

Category									
Description		1		2		3		 Cost	Market Value
Savings	\$	288,994	\$		-	\$	-	\$ 288,994	\$ 288,994
Certificates of Deposits		2,062,097			-		-	2,062,097	2,062,097
Other Cash Accounts		890,539			-		_	 890,539	890,539
Total Cash and Investments	\$	3,241,630	\$		-	\$	-	\$ 3,241,630	\$ 3,241,630

No investments were made during the year that were not owned at year end.

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

#### Receivables

All receivables are reported at their gross value. Allowance for doubtful accounts at September 30, 2003, is \$ 0.

## Due to and Due from Other Funds

Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed. Interfund activity has not been eliminated in preparation of these financial statements.

#### Inventory

Inventory is valued using the first-in, first-out method. The purchase method is used to account for inventories. Under the purchase method, inventories are recorded as expenditures when purchased; however, material amounts of inventories are reported as assets of the respective fund. Reported inventories in these funds are equally offset by a fund balance reserve, which indicates they are unavailable for appropriation even though they are a component of reported assets. Inventory in the general fund consists of motor fuel held for consumption.

#### Other Assets

Other assets held are recorded and accounted for at cost.

#### Restricted Assets

Enterprise funds, because of certain bond covenants, are required to establish and maintain prescribed amounts of resources (consisting of cash and temporary investments) that can be used only to service outstanding debt.

## Property, Plant and Equipment

Fixed assets used in governmental fund type operations are accounted for in the general fixed assets account group. Public domain (infrastructure) general fixed assets consisting of certain improvements other than buildings, such as roads, street lights and drainage systems, are capitalized along with other fixed assets. Property, plant and equipment acquired or constructed for general governmental operations are recorded as expenditures in the fund making the expenditure and capitalized at cost in the general fixed assets account group.

Property, plant and equipment acquired for proprietary funds are capitalized in the respective fund to which they apply.

Property, plant and equipment are stated at cost. Where cost could not be determined from the available records, estimated historical cost was used to record the estimated value of the assets. Assets acquired by gift or bequest are recorded at their fair market value at the date of transfer.

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

Depreciation of exhaustible fixed assets used by proprietary funds is charged as an expense against operations, and accumulated depreciation is reported on proprietary funds' balance sheets. Depreciation has been provided over estimated useful lives using the straight-line method of depreciation.

The estimated useful lives for each major class of depreciable fixed assets are as follows:

Water Distribution System	
Original System	40 Years
Additions	10 Years
Sewer System City's Part of County-Wide System	40 Years
Additions	20 - 40 Years
Machinery and Equipment	5 - 10 Years

## Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### Long-Term Debt

Long-term obligations of the City are reported in the general long-term debt account group. Long-term liabilities for certain general obligation bonds and revenue bonds are reported in the appropriate enterprise fund.

#### Pensions

The provision for pension cost is recorded on an accrual basis, and the City's policy is to fund pension costs as they accrue.

#### Fund Equity

The unreserved fund balances for governmental funds represent the amount available for budgeting future operations. The reserved fund balances for governmental funds represent the amount that has been legally identified for specific purposes. Unreserved retained earnings for proprietary funds represent the net assets available for future operations or distribution. Reserved retained earnings for proprietary funds represent the net assets that have been legally identified for specific purposes.

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

#### Revenues and Expenditures/Expenses

Grants and other intergovernmental revenues recorded in governmental funds are recognized as revenue in the period when they are measurable and available (modified accrual basis of accounting) within the parameters of legal and contractual requirements. In enterprise funds, grants and other intergovernmental resources that are externally restricted to capital acquisitions or construction are recorded as contributed equity (Contributed Capital accounts) and recognized in the period in which they are earned and become measurable (accrual basis of accounting). Grants and other intergovernmental resources for enterprise fund operating purposes are recognized as "non-operating" revenues on the accrual basis of accounting.

## Property Taxes

Under Florida Law, the assessment of all properties and the collection of all county, municipal and school board property taxes consolidated in the offices of the County Property Appraiser and County Tax Collector. The City does not assess or receive ad valorem taxes. The laws of the State regulating tax assessment are also designed to ensure Consistent property taxes at a rate of up to 10 mills.

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

The current year taxes for the fiscal year, beginning October 1, are billed in the month of November and are due no later than March 31. On April 1, all unpaid amounts become delinquent and are subject to interest and penalties. 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.

Delinquent taxes on real property bear interest of 18% per year. On or prior to June 1 following the tax year, 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. 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 Tax Calendar is as follows: Valuation Date: January 1; Levy Date: November 1; Due Date: March 31, Succeeding Year; and Lien Date: April 1, Succeeding Year.

Vacation, Sick Leave, and Other Compensated Absences

City employees are entitled to certain compensated absences based on their length of employment. With minor exceptions, compensated absences either vest or accumulate and are accrued when they are earned.

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

#### **Total Columns**

Amounts in the "Totals (Memorandum Only)" columns in the preceding combined financial statements represent a summation of the combined financial statement line items of the fund types and account groups and are presented for analytical purposes only. The summation includes fund types and account groups that use different bases of accounting, including interfund transactions that have not been eliminated and the caption "amount to be provided," which is not an asset in the usual sense. Consequently, amounts shown in the "Totals (Memorandum Only)" columns are not comparable to a consolidation and do not represent the total resources available to or total revenues and expenditures/expenses of the City.

#### NOTE 2 - RISK MANAGEMENT

The City is exposed to various risks of losses related to torts; thefts of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City maintains commercial insurance coverage covering each of the above risks of loss. Management believes that the coverage is adequate to preclude any significant uninsured risk exposure to the City.

Settled claims in the past three years have not exceeded the coverage.

#### NOTE 3 - CHANGES IN PROPERTY, PLANT AND EQUIPMENT

Activity for general fixed assets capitalized by the City is summarized below.

	S	Balance eptember 30, 2002	 Additions	 Deletions	<u></u>	Balance September 30, 2003
Land	\$	500,524	\$ -	\$ -	\$	500,524
Buildings and Improvements		483,830	-	-		483,830
Improvements other than Buildings		1,060,953	-	-		1,060,953
Machinery and Equipment		1,208,417	 182,223	 24,232		1,366,408
Iotal	\$	3,253,724	\$ 182,223	\$ 24,232	\$	3,411,715

A summary of property, plant and equipment of proprietary funds is presented below.

Water System	\$ 859,825
Sewer System	1,908,682
Machinery and Equipment	686,380
Total Property, Plant and Equipment	3,454,887
Less Accumulated Depreciation	1,379,181
Net Property, Plant and Equipment	\$ 2,075,706

## NOTE 3 - CHANGES IN PROPERTY, PLANT AND EQUIPMENT(Continued)

The combined aggregate amount of long-term debt principal repayments for the next five years and thereafter is as follows:

Year Ended September 30,	A	Amount
2004	\$	67,719
2005		8,620
2006		9,105
2007		9,590
2008		9,986
Thereafter		284,983
Total	<u> </u>	390,003

#### NOTE 4 - LONG-TERM DEBT

In June 2000, the City entered into a lease purchase agreement to purchase a vac con truck and a backhoe for \$187,257 and \$95,751 respectively. The interest rate is fixed at 7.04%. Payments are due annually with a maturity date of June 2004.

Debt service requirements to maturity are as follows:

Year ended September 30,	<u>lr</u>	iterest	P	rincipal	 Total
2004	\$	3,252	\$	59,529	\$ 62,781
Iotal		3,252	\$	59,529	\$ 62,781

#### NOTE 5 - PENSION PLAN

#### Plan Description and Administration

The City participates in the Florida Retirement System (FRS) which is a multiple-employer, cost-sharing retirement system established by Chapter 121, Florida Statutes. The Florida Retirement System is administered by the Division of Retirement of the State of Florida Department of Administration. The City's payroll for employees covered by the system for the year ended September 30, 2003, was \$673,577.

FRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by contacting the State of Florida Department of Management Services, Division of Retirement, Bureau of Research, Education and Policy, 2639 North Monroe Street, Building C, Tallahassee, Florida 32399-1650.

The system provides vesting of benefits after 6 years of creditable service. Members are eligible for normal retirement after attaining age 62 or 30 years of service. Generally, membership is compulsory for all fulltime and part-time employees, except for elected City officials who may elect to not participate in the System. Retirement coverage is employee noncontributory. The employer pays all contributions. The rates, as a percentage of gross earnings, are as follows:

	July, 2002	July, 2003
	Through	Through
Class	June, 2003	June, 2004
Regular employees	5.76%	7.39%
Special Risk - Regular	16.01%	18.53%

During the year ended September 30, 2003, the City contributed \$72,359 to the system. These contributions represented 10.7% of covered payroll.

	Three Year Trend		
Year Ended September 30,	Annual Pension Cost (APC)	Percent of APC Contribution	Net Pension Obligation
2001	70,445	100%	-
2002	49,238	100%	-
2003	72,359	100%	-

#### NOTE 6 - FUND EQUITY RESERVATIONS

Reservations of fund balances and retained earnings are established to either (1) satisfy legal covenants that require that a portion of the fund balance be segregated, or (2) identify the portion of the fund balance that is not appropriable for future expenditures.

#### NOTE 7 - SEWER SYSTEM

MPAWIF is a joint venture, as defined by GASB Statement 14, established by an interlocal agreement between Bay County, Florida; the Cities of Callaway, Parker and Springfield; and the Town of Cedar Grove. GASB Statement 14 defines a joint venture as a legal entity or other organization that results from a contractual arrangement (or interlocal agreement) that is owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control in which the participants retain either an on-going financial interest or an on-going financial responsibility.

Bay County, Florida allied with the Cities of Callaway, Parker and Springfield and the Town of Cedar Grove on September 27, 1996, to supply existing and expanded wastewater treatment and disposal services. The mission of this joint venture is to provide these services in an economical, efficient, and environmentally appropriate manner to their respective citizenry. This joint venture, know as MPAWIF assumed ownership of the existing wastewater treatment plant and then completed construction of a new seven million gallon per day advanced wastewater treatment facility which was placed in service on July 20, 1999. Funding for the new facility came through a combination of conventional borrowing and State Revolving Funds loans.

The joint venture is owned and governed by Bay County, Florida; the Cities of Callaway, Parker and Springfield; and the Town of Cedar Grove. One owner is selected by the others to be responsible for operating MPAWIF. The owner delegated to be the Operator is Bay County, Florida. The Operator of MPAWIF, in accordance with the interlocal agreement, prepares MPAWIF's annual budget, sets treatment rates, and collects funds sufficient to pay debt service, costs of operations and maintenance, renewal and replacement and any enhancements to reserves. The results of operations and cash flows are accounted for in total within the financial statements of the joint venture. Audited financial statements for the joint venture may be obtained from the Operator, Bay County, P.O. Box 2269, Panama City, Florida 32402.

## NOTE - 7 SEWER SYSTEM (Continued)

Summary financial statements for the Military Point Advanced Wastewater Treatment Facility are as follows:

Statement of Net Assets September 30, 2003

Assets	
Unrestricted	\$ 38,805,606
Restricted	9,685,680
Total Assets	48,491,286
Liabilities	 42,793,750
Net Assets	\$ 5,697,536
Statement of Activities	
Year Ended September 30, 2003	
Revenues	\$ 6,433,856
Expenses	 6,108,687
Operating Income	 325,169
Nonoperating Revenues (Expenses), Net	(1,537,406)
Net Loss Before Distributions	 (1,212,237)
Distributions to Owners	 (207,524)
Net Loss	(1,419,761)
Net Assets, Beginning of Year	7,117,297
Net Assets, End of Year	\$ 5,697,536

The City of Parker's net loss from joint venture in the amount of \$170,908 is derived as follows:

Share of Operating Loss Release of Reserves	\$ (179,112) <u>8,204</u>
Net Loss from Joint Venture	\$ (170,908)

#### NOTE 7 - SEWER SYSTEM (Continued)

#### Noncash Investing, Capital and Related Financing Activities

During the year ended September 30, 2000, MPAWTF transferred a collection system and portions of segregation lines in the amount of \$359,694 to the City of Parker in exchange for receivables which will be repaid without interest over a period of twenty-six years. The minimum repayment schedule for the next five years is as follows:

Year Ended	
September 30,	
2004	\$ 8,190
2005	8,620
2006	9,105
2007	9,590
2008	9,986
Thereafter	 284,983
Total	\$ 330,474

#### **Environmental Contingency**

MPAWIF received notice from the Florida Department of Environmental Protection ("FDEP") that its subaqueous pipeline, which transports untreated sewage under St. Andrew Bay to the new wastewater treatment plant, was not in compliance with its permitted design. It was intended that the subaqueous pipeline would be completely covered by four and one-half feet of sand. Portions of the pipeline have not achieved the proper coverage.

Subsequently, Phoenix Construction Services, Inc. ("Phoenix"), the subaqueous pipeline contractor, sued Bay County, Florida, as operator of MPAWTF, for the amount of \$129,574 plus damages relating to its claim that MPAWTF obstructed and hindered the performance of the subaqueous pipeline project in order for the pipeline to be in compliance with its permitted design. Phoenix did not place a dollar amount on these additional damages. MPAWTF then filed countersuit against Phoenix for breach of contract and was seeking damages of between \$1,300,000 and \$2,400,000 or the cost to repair the line as permitted.

The resulting litigation settlement that was proposed between Phoenix and MPAWTF included the solution of using Tensar "marine mattresses" to cover the pipeline. Under this settlement, if FDEP and the U.S. Army Corps of Engineers ("COE") agreed to permit the "marine mattresses", then all claims between Phoenix and MPAWTF would be dismissed and the cost of installing the "marine mattresses", would be shared as follows: MPAWTF would be responsible for \$442,000 which would be allocated between Bay County, Florida - \$221,000; City of Callaway - \$99,450; City of Parker - \$33,150; City of Springfield - \$57,460; and the Town of Cedar Grove - \$30,940 and Phoenix would be responsible for any remaining cost. MPAWTF would also pay \$155,047 which is included in "accounts payable from restricted assets" in the accompanying financial statements, to Phoenix, for work that has already been performed on the pipeline.

#### NOTE 7 - SEWER SYSTEM (Continued)

MPAWIF received a proposed consent order in November 2002 from FDEP which would allow the use of the "marine mattresses" to cover the pipeline. The proposed consent order also calls for MPAWIF to pay fines in the amount of \$289,341 or perform "in-kind" environmental projects that have a value three times as great as the fine. If such fines are charged to MPAWIF under the "marine mattress" or complete burial solution, Bay County, Florida has proposed that it will perform the "in-kind" environment projects to eliminate these fines. Therefore, no accrual as been made on MPAWIF's financial statements to reflect such fines.

However, in November 2002, the Bay County Board of County Commissioners voted unanimously to construct a new subaqueous pipeline to meet regulatory requirements. Bay County has received permission to go forward with this solution if the other owners' cost does not exceed \$221,000.

As a result of the foregoing activity, MPAWTF is progressing toward establishing coverage of the existing pipeline with the "marine mattresses." To meet the requirements of the FDEP consent order, Bay County is proceeding with plans to obtain approval for an in-kind environmental project valued at approximately \$568,862 that would stabilize dirt roads in the Deer Point Protection Zone. In addition, the Board of County Commissioners decided in November of 2002 to build a second pipeline and they are currently progressing toward selecting an engineering firm for this project.

## NOTE 8 - INTEREST EXPENSE

The general fund incurred interest expense of \$1,657 during the year ended September 30, 2003, and \$4,099 during the year ended September 30, 2002. The utility fund incurred interest expense of \$6,027 during the year ended September 30, 2003, and \$19,593 during the year ended September 30, 2002. The City's policy regarding the capitalization of interest is to capitalize net interest costs, when material, on funds borrowed to finance the construction of fixed assets in the enterprise funds. None was capitalized during the years ended September 30, 2003 or 2002. The City does not capitalize interest in the governmental funds.

## NOTE 9 - LITIGATION AND CONTINGENCIES

There are several pending lawsuits arising from the ordinary course of operations in which the City is involved. City management and legal council estimate that, with regard to those cases sufficiently developed to form an opinion on the outcome, the potential claims against the City which would not be covered by insurance would not materially affect these financial statements. With regard to those cases not sufficiently developed to form an opinion on the outcome, an accurate estimation of the potential losses cannot be determined at this time by management or legal council.

## SUPPLEMENTARY INFORMATION
# CITY OF PARKER, FLORIDA GENERAL FUND COMPARATIVE BALANCE SHEET SEPTEMBER 30, 2003, AND 2002

Assets		2003		2002
Cash	\$	630,903	\$	810,561
Accrued Revenue Receivable		172,235		122,042
Grants and Accounts Receivable		50,594		80,393
Advances to other Funds		9,821		2,007
Prepaid Expenses		71,104		3,428
Inventories		2,185	. <u> </u>	3,720
Total Assets	\$	936,842	\$	1,022,151
Liabilities				
Accounts Payable	\$	67,889	\$	70,128
Accrued Liabilities		104,425		62,613
Advances from Other Funds		279,028		159,300
Deferred Revenue	••••••	7,625		10,821
Total Liabilities		458,967		302,862
Fund Balance				
Reserved for Inventories		2,185		3,720
Unreserved		475,690		715,569
Total Fund Balance		477,875		719,289
Total Liabilities and Fund Balance	\$	936,842	\$	1,022,151

			2003			
Taxes	]	Budget	 Actual	Fa	ariance worable favorable)	2002 Actual
Local Option Gas Tax	\$	128,650	\$ 123,039	\$	(5,611)	\$ 130,199
Utility Iax		257,300	248,661		(8,639)	202,686
Franchise Iax		217,000	211,151		(5,849)	182,011
Communications Iax		144,000	146,169		2,169	98,012
Total Taxes		746,950	 729,020		(17,930)	 612,908
Licenses and Permits						
Occupational Licenses		16,500	17,179		679	14,671
Garbage Permit Fees		13,500	12,864		(636)	11,302
Building Permits		-	300		300	-
Total Licenses and Permits		30,000	 30,343		343	 25,973
Intergovernmental Revenue						
State Revenue Sharing		154,260	166,978		12,718	154,536
Alcoholic Beverage Licenses		4,200	3,384		(816)	4,328
Mobile Home Licenses		1,020	479		(541)	874
Gasoline Tax Refund		1,990	1,832		(158)	1,632
1/2 Cent Sales Tax		350,000	326,292		(23,708)	314,475
State Maintenance Contract		25,830	25,830		-	25,678
Grant Revenue -						
FRDAP		-	-		-	41,780
Law Enforcement Block Grant		7,500	4,845		(2,655)	6,704
County LLBG Grant		7,630	7,632		2	-
Historic Grant		-	-		-	720
Landscaping Grant		-	-		-	39,153
Edward Byrne Grant		_	163		163	6,871
Total Intergovernmental Revenue		552,430	 537,435		(14,995)	 596,751

		2003			
	 Budget	 Actual	H	Variance avorable nfavorable)	2002 Actual
Charges for Services					 
Solid Waste Revenue	\$ 132,640	\$ 130,534	\$	(2,106)	\$ 133,195
Animal Control	-	200		200	750
Total Charges for Services	 132,640	 130,734		(1,906)	 133,945
Fines and Forfeitures					
Court Fines	35,000	41,386		6,386	36,308
Code Enforcement Fines	5,000	2,317		(2,683)	4,700
Police Education	1,310	2,337		1,027	1,912
Public Safety	3,500	4,179		679	3,212
Total Fines and Forfeitures	 44,810	 50,219		5,409	 46,132
Interest	 20,000	 22,078		2,078	 20,870
Miscellaneous Revenue					
Park Donations	7,980	12,045		4,065	7,714
Rents	2,200	2,245		45	2,225
Other Miscellaneous	5,600	5,754		154	30,929
Total Miscellaneous Revenue	 15,780	 20,044		4,264	 40,868
Total Revenue	 1,542,610	\$ 1,519,873	\$	(22,737)	 1,477,447

			2003				
				1	Variance		
					avorable		2002
General Government	 Budget		Actual	(U)_	nfavorable)	Actu \$ 3 _	Actual
Finance and Administration							
Personal Services							
Regular Salaries	\$ 34,620	\$	33,767	\$	853	\$	33,062
Overtime Salaries	550		585		(35)		282
Payroll Taxes	2,690		4,139		(1,449)		4,101
Retirement	2,000		2,204		(204)		543
Life and Health Insurance	3,310		3,274		36		510
Workers' Compensation Insurance	 330	<del></del>	208		122		1,277
Total Personal Services	 43,500		44,177	<b>.</b>	(677)	<del> </del>	39,775
Supplies and Operating Costs							
Professional Services	45,560		43,758		1,802		46,130
Iravel and Per Diem	4,500		5,051		(551)		6,036
Communication Services	4,790		4,495		295		4,004
Postage	2,800		1,693		1,107		2,904
Utility Services	900		1,202		(302)		890
Insurance	1,980		2,481		(501)		1,514
Repairs and Maintenance -							
Equipment	-		· _		-		314
Grounds and Building	-		162		(162)		-
Contracts	1,050		1,054		(4)		1,344
Promotional Activities	6,870		3,196		3,674		5,270
Miscellaneous	29,560		2,454		27,106		517
Operating Supplies	13,500		14,679		(1,179)		15,414
Dues and Subscriptions	2,070		1,645		425		1,863
Community Donations	150		200		(50)		444
Historic Grant	-		-		-		1,530
Iotal Supplies and Operating Costs	 113,730		82,070		31,660	<u> </u>	88,174
Capital Outlay							
Machinery and Equipment	500				500		2,500
Machinery and Equipment	 						2,300
Nonoperating Expenditures							
Interest	 -		1,657		(1,657)		-
Total Finance and Administration	\$ 157,730	\$	127,904	\$	29,826	\$	130,449

				2003				
		~ 1			Fa	ariance worable		2002
System Administration		Budget		Actual		(Unfavorable)		Actual
Personal Services	<u>^</u>		<b>•</b>		<b>^</b>		•	1 (05
Regular Salaries	\$	-	\$	-	\$	-	\$	1,495
Overtime Salaries		-		-		-		220
Payroll Taxes		-		-		-		142
Life and Health Insurance		-		-		-		201
Workers' Compensation Insurance		-		-		-		56
Total Personal Services		-		-		-		2,114
Supplies and Operating Costs								
Communication Services		120		107		13		52
Contract Labor		2,150		1,531		619		-
Repairs and Maintenance -								
Equipment		2,000		4,260		(2,260)		1,348
Operating Supplies		-		-		-		50
Miscellaneous		4,300		-		4,300		72
Memberships		-		129		(129)		414
Total Supplies and Operating Costs		8,570		6,027		2,543		1,936
Capital Outlay								
Machinery and Equipment		11,500		5,237		6,263		8,795
Iotal System Administration	\$	20,070	\$	11,264	\$	8,806	\$	12,845

				2003				
				A / 1	Fa	ariance worable		2002
Code Enforcement		Budget	·	Actual	(Uni	favorable)		Actual
Personal Services	<b>^</b>	01.050	<u>^</u>	10.557	٠	1 510	•	< 00 F
Regular Salaries	\$	21,070	\$	19,557	\$	1,513	\$	6,205
Overtime Salaries		200		111		89		-
Payroll Taxes		1,590		1,476		114		438
Retirement		1,190		1,196		(6)		-
Life and Health Insurance		3,310		2,573		737		604
Workers' Compensation Insurance		190		125		65		1,165
Total Personal Services		27,550		25,038		2,512		8,412
Supplies and Operating Costs								
Travel and Per Diem		2,620		877		1,743		1,301
Utility Services		100		230		(130)		74
Insurance		660		1,654		(994)		1,489
Repairs and Maintenance -								
Contracts		200		190		10		128
Communication Services		1,180		1,240		(60)		999
Miscellaneous		200		193		7		107
Operating Supplies		500		542		(42)		135
Dues & Subscriptions		40		165		(125)		30
Iotal Supplies and Operating Costs		5,500		5,091		409		4,263
Total Code Enforcement	\$	33,050	\$	30,129	\$	2,921	\$	12,675

				2003				
	Budget Actual Variance Favorable (Unfavorable)   al Services ar Salaries \$ 225,000 \$ 208,680 \$ 16,322   Salaries 4,620 4,190 433   ime Salaries 10,000 9,855 14   Il Taxes 16,720 17,588 (868   ment 40,000 36,214 3,78   nd Health Insurance 23,680 23,773 (93   ers' Compensation Insurance 20,000 18,508 1,499   I Personal Services 340,020 318,808 21,212   as and Operating Costs 1 1 1,990   and Per Diem 2,110 210 1,990   nucication Services 2,800 3,347 (547   nce 10,790 13,903 (3,113 rs and Maintenance -   ry and Uniforms 3,920 3,457 462   Ilaneous 8,700 8,876 (176   erships 680 600 86   3.5,900 13,763 2,132 </th <th>ivorable</th> <th></th> <th>2002 Actual</th>	ivorable		2002 Actual				
Police	-		. <u> </u>					
Personal Services								
Regular Salaries	\$	225,000	\$	208,680	\$	16,320	\$	198,414
Other Salaries		4,620		4,190		430		4,465
Overtime Salaries		10,000		9,855		145		7,046
Payroll Taxes		16,720		17,588		(868)		15,788
Retirement		40,000		36,214		3,786		47,838
Life and Health Insurance		23,680		23,773		(93)		20,615
Workers' Compensation Insurance		20,000		18,508		1,492		10,226
Total Personal Services		340,020		318,808		21,212	<del></del>	304,392
Supplies and Operating Costs								
Travel and Per Diem		2,110		210		1,900		1,780
Communication Services		6,180		7,145		(965)		3,818
Utility Services		2,800		3,347		(547)		2,829
Insurance		10,790		13,903		(3,113)		12,232
Repairs and Maintenance -								
Contracts		4,050		4,344		(294)		4,037
Building and Grounds		-		-		-		13,599
Equipment		-		-		_		1,513
Laundry and Uniforms		3,920		3,457		463		2,862
Miscellaneous		8,700		8,876		(176)		3,489
Memberships		680		600		80		155
Grants		15,900		13,763		2,137		17,897
Total Supplies and Operating Costs						(515)		64,211
Capital Outlay								
Machinery and Equipment	<del></del>	-			<del></del>	<u> </u>		7,499
I otal Police		395,150		374,453		20,697		376,102
(Continued)								

(Commune)		2003			
	 Budget	Actual	F	Variance avorable nfavorable)	2002 Actual
Fire	 <u></u>	 ·····		· · · · · · · · · · · · · · · · · · ·	
Personal Services					
Regular Salaries	\$ 70,000	\$ 62,193	\$	7,807	\$ 45,775
Overtime	-	51		(51)	-
Volunteer Firemen	19,770	17,742		2,028	18,360
Payroll Taxes	4,170	4,912		(742)	3,459
Retirement	12,000	10,544		1,456	11,192
Life and Health Insurance	6,620	7,550		(930)	4,754
Workers' Compensation Insurance	8,370	7,587		783	1,277
Total Personal Services	 120,930	 110,579		10,351	 84,817
Supplies and Operating Costs					
Communication Services	3,940	4,639		(699)	2,059
Utility Services	2,300	3,362		(1,062)	2,508
Insurance	2,890	5,250		(2,360)	1,794
Repairs and Maintenance -					
Contracts	440	509		(69)	603
Equipment	-	55		(55)	809
Operating Supplies	2,500	1,534		966	7,276
Laundry and Uniforms	700	164		536	567
Dues and Subscriptions	480	475		5	450
Miscellaneous	-	174		(174)	-
Total Supplies and Operating Costs	 13,250	 16,162		(2,912)	 16,066
Capital Outlay					
Machinery and Equipment	 150,000	 149,278		722	 6,903
Nonoperating Expenses					
Interest	-	-		-	1,445
Total Fire	 284,180	 276,019		8,161	 109,231
I otal Public Safety	\$ 679,330	\$ 650,472	\$	28,858	\$ 485,333

				2003			
		Budget		Actual	F	/ariance avorable ifavorable)	 2002 Actual
Street							
Personal Services							
Regular Salaries	\$	85,000	\$	77,792	\$	7,208	\$ 49,956
Overtime Salaries		5,000		5,460		(460)	3,976
Payroll Taxes		5,520		6,431		(911)	4,226
Retirement		4,160		4,308		(148)	1,502
Life and Health Insurance		10,030		8,418		1,612	7,550
Workers' Compensation Insurance		6,640		8,314	<del></del>	(1,674)	 4,473
Total Personal Services		116,350		110,723	<del></del>	5,627	 71,683
Supplies and Operating Costs							
Professional Services		20,000		11,109		8,891	47,165
Communications		1,640		1,852		(212)	730
Utility Services		600		713		(113)	575
Street Lights		55,000		56,729		(1,729)	38,949
Insurance		3,960		6,616		(2,656)	5,217
Repairs and Maintenance -							
Building and Grounds		300		91		209	3,447
Contracts		440		1,178		(738)	411
Laundry and Uniforms		1,320		920		400	642
Miscellaneous		2,000		1,090		910	1,211
Dues and Subscriptions		100		-		100	57
Operating Supplies		3,700		3,740		(40)	4,565
Road Materials and Supplies		8,000		4,900		3,100	9,407
Street Paving		143,000		146,432		(3,432)	-
Storm Water		200,000		186,379		13,621	-
Landscaping Grant		3,920		-		3,920	39,153
Hazard		-		500		(500)	-
I otal Supplies and Operating Costs		443,980		422,249		21,731	 151,529
Street							
Capital Outlay							
Machinery and Equipment		_		-		_	10,310
Total	<u> </u>						 10,310
Total Street	\$	560,330	\$	532,972	\$	27,358	\$ 233,522
10111101001			Ψ	552,712	<u>م</u>	0,0,0	\$ 

		2003								
	Ē	Budget		Actual	Fa	ariance vorable avorable)		2002 Actual		
Health										
Animal Control										
Contractual Services	_\$	25,090	\$	25,560	\$	(470)	\$	20,565		
Total Health	\$	25,090	\$	25,560	\$	(470)	\$	20,565		

			2003			
		Budget	Actual	Fa	ariance worable favorable)	 2002 Actual
Trash						
Personal Services						
Regular Salaries	\$	48,000	\$ 41,482	\$	6,518	\$ 42,262
Overtime Salaries		2,000	610		1,390	14
Payroll Taxes		3,370	3,381		(11)	3,137
Retirement		2,540	2,801		(261)	1,641
Life and Health Insurance		6,620	6,423		197	6,023
Workers' Compensation		4,160	4,363		(203)	3,196
I otal Personal Services	<u></u>	66,690	 59,060		7,630	 56,273
Supplies and Operating Costs						
Communication Services		800	889		(89)	242
Utility Services		400	402		(2)	292
Insurance		2,740	3,308		(568)	3,727
Repairs and Maintenance -						
Contracts		210	194		16	179
Disposal/Tipping Fee		94,000	92,927		1,073	84,166
Laundry and Uniforms		840	979		(139)	844
Miscellaneous		200	4		196	59
Operating Supplies		1,100	16		1,084	-
Total Supplies and Operating Costs		100,290	 98,719		1,571	 89,509
Nonoperating Expenses						
Interest		-	-		-	673
Total Nonoperating Expenses		<u> </u>	 -		-	 673
Total Trash	\$	166,980	\$ 157,779	\$	9,201	\$ 146,455

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			2003			
		Budget	Actual	F	/ariance avorable (favorable)	2002 Actual
Fleet Management						
Personal Services						
Regular Salaries	\$	15,000	\$ 11,482	\$	3,518	\$ 10,224
Overtime Salaries		300	360		(60)	245
Payroll Taxes		950	882		68	737
Retirement		710	611		99	79
Life and Health Insurance		1,660	1,182		478	1,458
Workers' Compensation		890	783		107	638
Total Personal Services	*****	19,510	 15,300		4,210	 13,381
Supplies and Operating Costs						
Communication Services		660	696		(36)	474
Utility Services		100	105		(5)	74
Rentals and Leases		560	132		428	564
Insurance		1,260	1,467		(207)	745
Repairs and Maintenance -						
Contracts		10	-		10	-
Vehicles		19,830	22,512		(2,682)	15,992
Equipment		10,710	3,968		6,742	4,737
Gas and Oil		24,500	27,876		(3,376)	24,758
Laundry and Uniforms		200	172		28	201
Operating Supplies		4,000	1,515		2,485	2,269
Total Supplies and Operating Costs		61,830	 58,443		3,387	 49,814
Capital Outlay						
Machinery and Equipment		43,000	 27,708		15,292	 27,243
Total Fleet Management	\$	124,340	\$ 101,451	\$	22,889	\$ 90,438

	2003						
		Budget		Actual	Variance Favorable (Unfavorable)		2002 Actual
Cultural and Recreation						<u>_</u>	 
Personal Services							
Regular Salaries	\$	9,000	\$	5,192	\$	3,808	\$ 17,526
Overtime Salaries		500		190		310	302
Payroll Taxes		1,680		496		1,184	1,461
Retirement		1,610		785		825	1,345
Life and Health Insurance		3,310		3,230		80	3,011
Workers' Compensation		2,120		251		1,869	1,277
Total Personal Services	_	18,220		10,144		8,076	 24,922
Supplies and Operating Costs							
Communication Services		2,080		2,150		(70)	1,802
Utility Services		17,700		20,084		(2,384)	17,003
Insurance		1,320		1,654		(334)	1,489
Repairs and Maintenance-							
Contracts		2,420		2,123		297	2,128
Grounds and Building		10,000		7,966		2,034	12,542
Laundry and Uniforms		400		196		204	424
Miscellaneous		-		40		(40)	-
Operating Supplies		600		268		332	615
Total Supplies and Operating Costs		34,520		34,481		39	 36,003

(Continuou)							
	Budget		Actual		Variance Favorable (Unfavorable)		2002 Actual
Cultural and Recreation							
Capital Outlay							
Park Improvements	\$	10,000	\$	9,491	\$	509	\$ -
Iotal Capital Outlay		10,000		9,491		509	 -
Grants and Aid							
FRDAP		18,000		17,617		383	44,705
Library Funding		20,900		19,750		1,150	19,188
Total Grants and Aid		38,900	· · · · · · · · · · · · · · · · · · ·	37,367		1,533	 63,893
Debt Service							
Interest		-		-		-	1,981
Total Debt Service							 1,981
Iotal Cultural and Recreation	_\$	101,640	\$	91,483	\$	10,157_	\$ 126,799

# CITY OF PARKER, FLORIDA UTILITY FUND COMPARATIVE BALANCE SHEET SEPTEMBER 30, 2003, AND 2002

	2003	2002		
Current Assets				
Cash	\$ 1,937,922	\$ 1,997,422		
Accounts Receivable	136,283	142,010		
Due from Joint Venture	55,614	34,293		
Advances to Other Funds	279,028	159,300		
Total Current Assets	2,408,847	2,333,025		
Restricted Assets (Cash)				
Revenue Bond Current Debt Service	48,028	47,878		
Repair and Replacement	405,164	387,712		
Customer Deposits	220,188	191,840		
Total Restricted Assets	673,380	627,430		
Plant and Equipment				
Water Distribution and Sewer Systems	2,768,507	2,768,507		
Machinery and Equipment	314,074	310,183		
Vehicles	372,306	370,021		
Total Plant and Equipment	3,454,887	3,448,711		
Less Accumulated Depreciation	1,379,181	1,221,264		
Net Plant and Equipment	2,075,706	2,227,447		
Investment in Joint Venture		35,147		
Iotal Assets	\$ 5,157,933	\$ 5,223,049		

# CITY OF PARKER, FLORIDA UTILITY FUND COMPARATIVE BALANCE SHEET SEPTEMBER 30, 2003, AND 2002

tinued)	2003	2002		
Current Liabilities (Payable from Current Assets)				
Accounts Payable	\$ 69,348	\$ 167,906		
Accrued Liabilities	19,802	22,556		
Advances from other Funds	9,821	2,007		
Iotal	98,971	192,469		
Current Liabilities (Payable from Restricted Assets)				
Leases Payable (Current)	59,529	56,372		
Customer Deposits	220,188	191,840		
Total	279,717	248,212		
Total Current Liabilities	378,688	440,681		
Long-Term Liabilities (Payable from Restricted Assets)				
Due to Joint Venture	330,474	338,322		
Investment Joint Venture	157,082	-		
Leases Payable (Long-Term)		59,456		
Total Long-Term Liabilities	487,556	397,778		
Total Liabilities	866,244	838,459		
Fund Equity				
Contributed Capital				
General Fund	8,254	8,254		
Environmental Protection Agency	19,996	19,996		
Federal Government	244,758	244,758		
Total Contributed Capital	273,008	273,008		
Retained Earnings				
Reserved for Customer Deposits	220,188	191,840		
Reserved for Current Revenue Bond Retirement	-	-		
Reserved for Repair and Replacement	405,164	387,403		
Unreserved	3,393,329	3,532,339		
Iotal Retained Earnings	4,018,681	4,111,582		
Total Fund Equity	4,291,689	4,384,590		
I otal Liabilities and Fund Equity	\$ 5,157,933	\$ 5,223,049		

# CITY OF PARKER, FLORIDA UTILITY FUND STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS - BUDGET AND ACTUAL YEAR ENDED SEPTEMBER 30, 2003 WITH COMPARATIVE ACTUAL FOR YEAR ENDED SEPTEMBER 30, 2002

	2003						
	Budget Actual		Variance Favorable (Unfavorable)		2002 Actual		
Revenue							
Operating Revenue	\$	1,435,000	\$	1,438,250	\$	3,250	\$ 1,504,027
Penalties		24,160		24,686		526	34,716
Other Income		69,400		42,289		(27,111)	 44,790
I otal Operating Revenue		1,528,560		1,505,225		(23,335)	 1,583,533
Operating Expenses							
Regular Salaries		194,850		163,131		31,719	161,834
Overtime Salaries		4,100		5,248		(1,148)	3,226
Payroll Taxes		15,160		9,614		5,546	12,839
Retirement		11,410		9,323		2,087	5,946
Life and Health Insurance		21,190		22,789		(1,599)	21,363
Workers' Compensation Insurance		9,220		5,269		3,951	10,927
Professional Services		112,560		80,993		31,567	146,813
Contract Labor		2,150		-		2,150	15,750
Bad Debt		1,000		1,297		(297)	-
Travel and Per Diem		4,500		4,904		(404)	5,852
Communication Services		7,500		8,349		(849)	2,855
Postage		6,000		7,846		(1,846)	6,426
Utility Services		7,100		13,945		(6,845)	7,078
Insurance		12,970		11,095		1,875	12,704
Repairs and Maintenance -		-		-		-	-
Water and Sewer Systems		10,510		8,976		1,534	16,440
Vehicles		6,100		1,822		4,278	2,013
Equipment		2,000		3,770		(1,770)	2,576
Contracts		5,080		6,405		(1,325)	2,372
Building and Grounds		2,000		723		1,277	2,202
Lift Stations		71,620		71,646		(26)	71,616
Lift Stations Operations and Maintenance		14,500		3,470		11,030	14,451
Promotional Activities		1,000		1,610		(610)	784
Miscellaneous		5,490		936		4,554	714
Operating Supplies		10,000		6,177		3,823	12,320
Water and Sewer Purchases		315,000		330,521		(15,521)	315,524
Gas and Oil		10,000		7,065		2,935	12,519
Depreciation		157,916		157,916		-	160,084
Debt Service Charges		508,800		500,038		8,762	504,870
Dues and Subscriptions		4,100		959		3,141	1,203
Laundry and Uniforms		2,600		2,137		463	2,689
Hazard Mitigation		190,000		185,675		4,325	- -
Total Operating Expenses		1,726,426	<del></del>	1,633,649		92,777	 1,535,990
(Continued)							 

## CITY OF PARKER, FLORIDA UTILITY FUND STATEMENT OF REVENUES, EXPENSES AND CHANGES IN RETAINED EARNINGS - BUDGET AND ACTUAL YEAR ENDED SEPTEMBER 30, 2003 WITH COMPARATIVE ACTUAL FOR YEAR ENDED SEPTEMBER 30, 2002

()				2003				
		Budget Actual			F	/ariance avorable ifavorable)	2002 Actual	
Operating Income (Loss)	\$	(197,866)	\$	(128,424)	_\$	69,442	\$	47,543
Nonoperating Revenue (Expenses)								
Interest Income		36,000		48,078		12,078		100,790
Interest Expense		-		(6,027)		(6,027)		(19,593)
Grant Proceeds		150,000		164,380		14,380		-
Gain/(Loss) on Sale of Assets		-		-		-		(13,107)
Gain/(Loss) from Joint Venture		-		(170,908)		(170,908)		(183,157)
Total Nonoperating Revenue (Expenses)		186,000		35,523		(150,477)		(115,067)
Net Income (Loss)		(11,866)		(92,901)		(81,035)		(67,524)
Retained Earnings								
Balance – Beginning of Year		4,384,590		4,384,590		<u> </u>		4,452,114
Balance – End of Year	\$	4,372,724	\$	4,291,689	\$	(81,035)	\$	4,384,590

# CITY OF PARKER, FLORIDA UTILITY FUND COMPARATIVE STATEMENT OF CASH FLOWS YEARS ENDED SEPTEMBER 30, 2003, AND 2002

	_	2003	2002		
Cash Flows from Operating Activities					
Operating Income (Loss)	\$	(128,424)	\$	47,543	
Adjustments to Reconcile Net Operating Income to Net Cash Provided by Operating Activities					
Depreciation		157,916		160,084	
(Increase) Decrease Accounts Receivable		5,727		6,507	
Increase (Decrease) in Accounts Payable		(98,558)		40,705	
Increase (Decrease) in Accrued Liabilities		(2,754)		3,387	
Increase (Decrease) in Customer Deposits		28,348		3,905	
Net Cash Provided by (Used for) Operating Activities		(37,745)		262,131	
Cash Flows from Capital and Related Financing Activities					
Acquisition of Capital Assets		(6,175)		(28,992)	
Principal Paid on Leases		(56,299)		(53,448)	
Principal Paid on Revenue Bonds		-		(244,750)	
Repayment from Joint Venture		-		6,085	
Note Payments to Joint Venture		(7,848)		(7,418)	
Interest Paid		(6,027)		(19,593)	
Payments (to) from General Fund		(111,914)		(14,692)	
Grant Proceeds		164,380		-	
Net Cash Provided by (Used for) Capital and Related Financing Activities		(23,883)		(362,808)	
Cash Flows from Investing Activities					
Interest Received		48,078		100,790	
Net Cash Provided by Investing Activities		48,078		100,790	
Net Increase in Cash		(13,550)		113	
Cash at Beginning of Year		2,624,852		2,624,739	
Cash at End of Year	\$	2,611,302	\$	2,624,852	
Noncash Investing, Capital, and Financing Activities					
Gain/(Loss) from Joint Venture	\$	(170,908)	\$	183,157	
	Ψ	(170,700)	Ψ	100,107	

# ACCOUNT GROUPS

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# CITY OF PARKER, FLORIDA STATEMENT OF GENERAL FIXED ASSETS SEPTEMBER 30, 2003, AND 2002

		2003	2002			
General Fixed Assets						
Land	\$	500,524	\$	500,524		
Buildings and Improvements		483,830		483,830		
Improvements Other than Buildings		1,060,953		1,060,953		
Equipment	·	1,366,408		1,208,417		
Total General Fixed Assets	\$	3,411,715	\$	3,253,724		
Investment in General Fixed Assets						
General Fund Revenue	\$	2,298,239	\$	2,140,248		
Federal Grants		521,126		521,126		
State Grants		292,350		292,350		
Revenue Bonds	·····	300,000		300,000		
Total Investment in General Fixed Assets	\$	3,411,715	\$	3,253,724		

# CITY OF PARKER, FLORIDA SCHEDULE OF CHANGES IN GENERAL FIXED ASSETS BY FUNCTION AND ACTIVITY YEAR ENDED SEPTEMBER 30, 2003

	eneral Fixed Assets ptember 30, 2002	/	Additions		Additions Deletions		Deletions		eneral Fixed Assets ptember 30, 2003
General Government									
Land	\$ 9,410	\$	-	\$	-	\$	9,410		
Buildings	468,251		-		-		468,251		
Improvements Other than Buildings	19,093		-		-		19,093		
Machinery and Equipment	 218,310		-		<u> </u>		218,310		
Total General Government	 715,064		-				715,064		
Code Enforcement									
Machinery and Equipment	 800		<b></b>		-		800		
Public Safety									
Police									
Machinery and Equipment	68,912		-		7,995		60,917#		
Fire									
Buildings	15,053		-		-		15,053		
Machinery and Equipment	 32,212		149,278			· · · · · · ·	181,490		
Total Public Safety	 116,177		149,278		7,995	·	257,460		
Streets									
Buildings and Improvements	526		-		-		526 <sup>7</sup>		
Improvements Other than Buildings	455,003		-		-		√ 455 <b>,</b> 003 ·		
Machinery and Equipment	 53,372	<b></b>			-		53,372 <sub>V</sub>		
Total Streets	 508,901		-		-		508,901		
Cultural and Recreation									
Land	491,114		-		-		491,1147		
Improvements Other than Buildings	586,857		-		-		586,857		
Machinery and Equipment	 88,185				-		88,185 /		
Total Cultural and Recreation	 1,166,156			<u></u>			1,166,156		
System Administration									
Machinery and Equipment	 24,954		5,237		-		30,191 /		
Fleet Management									
Vehicles	721,672		27,708		16,237		733,143		
v CHICICS	 121,012		21,100		10,27				
Iotal General Fixed Assets	\$ 3,253,724	\$	182,223	\$	24,232		3,411,715		

# CITY OF PARKER, FLORIDA STATEMENT OF GENERAL LONG-TERM DEBT SEPTEMBER 30, 2003, AND 2002

	20	03	 2002
Amounts Available and to be Provided for the Payment of General Long-Term Debt			
Notes Payable			
Amount to be Provided	\$	-	\$ 32,273
I otal Amount Available and to be Provided	\$	-	\$ 32,273
General Long-I erm Debt			
Notes Payable	\$	-	\$ 32,273
Total General Long-Term Debt	\$		\$ 32,273

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# CITY OF PARKER, FLORIDA SCHEDULE OF CHANGES IN GENERAL LONG-TERM DEBT YEAR ENDED SEPTEMBER 30, 2003

Long-Term Debt	Lon I Septe	General Long-Term Debt September 30, 2002		Additions		tirements	General Long-Term Debt September 30, 2003		
Notes Payable	\$	32,273	\$	_	\$	32,273	\$	-	
Total Long-Term Debt	\$	32,273	\$	-	\$	32,273	\$	-	