



**HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR**

FINANCIAL STATEMENTS

As of and for the Year Ended September 30, 2016

And Reports of Independent Auditor

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
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Report of Independent Auditor

To the Honorable Doug Belden,
Tax Collector
Hillsborough County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the major fund and the aggregate remaining fund information of the Hillsborough County, Florida Tax Collector (the "Tax Collector") as of and for the year ended September 30, 2016, and the related notes to the 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 the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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 entity'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 entity'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 opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the major fund and the aggregate remaining fund information of the Tax Collector as of September 30, 2016, and the respective changes in financial position thereof for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1 to the financial statements, the financial statements referred to above were prepared solely for the purpose of complying with Rules of the Auditor General of the State of Florida. In conformity with the Rules, the accompanying financial statements are intended to present the financial position and changes in financial position of each fund of Hillsborough County, Florida that is attributable to the Tax Collector. They do not purport to, and do not, present fairly the financial position of Hillsborough County, Florida as of September 30, 2016, 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 opinions are not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on pages 17 and 18 be presented to supplement the financial statements. Such information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Tax Collector's basic financial statements. The combining financial statements listed in the Other Financial Information section of the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 9, 2016, 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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Tax Collector's internal control over financial reporting and compliance.



Tampa, Florida
December 9, 2016

FINANCIAL STATEMENTS

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
BALANCE SHEET – GENERAL FUND

SEPTEMBER 30, 2016

ASSETS

Cash and cash equivalents	\$	23,642,524
Accounts receivable		1,137
Prepaid items		82,482
Due from other governmental agencies		29,689
Total Assets	\$	23,755,832

LIABILITIES AND FUND BALANCES

Liabilities:

Accounts payable	\$	516,656
Wages and benefits payable		358,228
Due to Board of County Commissioners		21,221,381
Due to other governmental agencies		1,233,589
Unearned business tax collection fees		425,978
Total Liabilities		23,755,832

Fund Balances:

Nonspendable		82,482
Unassigned		(82,482)
Total Fund Balances		-
Total Liabilities and Fund Balances	\$	23,755,832

HILLSBOROUGH COUNTY, FLORIDA

TAX COLLECTOR

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

YEAR ENDED SEPTEMBER 30, 2016

Revenues:

Charges for services:

Board of County Commissioners	\$ 26,249,721
Other governmental agencies	4,126,790
Taxpayers	12,883,309
Interest earnings	79,588
Miscellaneous	537,390
Total Revenues	<u>43,876,798</u>

Expenditures:

General government:

Personal services	23,110,338
Operating expenditures	6,085,354
Capital outlay	1,565,360
Distribution of excess revenues to other governmental agencies	1,233,589
Total Expenditures	<u>31,994,641</u>

Excess of revenues over expenditures 11,882,157

Other Financing Uses:

Distribution of excess revenues to the Board of County Commissioners (11,882,157)

Net change in fund balance	-
Fund balance, beginning of year	-
Fund balance, end of year	<u>\$ -</u>

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES –
AGENCY FUNDS

SEPTEMBER 30, 2016

Assets:

Cash and cash equivalents	\$	11,749,031
Accounts receivable		<u>1,478,526</u>
Total Assets	\$	<u><u>13,227,557</u></u>

Liabilities:

Accounts payable	\$	1,850,505
Deposits		193,386
Due to other governmental agencies		<u>11,183,666</u>
Total Liabilities	\$	<u><u>13,227,557</u></u>

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 1—Summary of significant accounting policies

The following is a summary of the significant accounting principles and policies used in the preparation of the accompanying financial statements.

Financial Reporting Entity – The Hillsborough County, Florida, Tax Collector (the “Tax Collector”) is a separate constitutional officer as provided by Article VIII, Section 1, of the Constitution of the state of Florida, and the Home Rule Chapter adopted by the people of Hillsborough County, Florida (the “County”). 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 Hillsborough County, Florida Comprehensive Annual Financial Report.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation – These financial statements include the General Fund and Agency Funds of the Tax Collector’s office. The accompanying financial statements were prepared for purposes of complying with Section 218.39(2), *Florida Statutes*, and Chapter 10.550, *Rules of the Auditor General-Local Governmental Entity Audits* (the “Rules”), which require the Tax Collector to only present fund financial statements.

The Tax Collector utilizes the following fund types:

- *The General Fund*, a major 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 accounting principles generally accepted in the United States of America to be accounted for in another fund.
- *The Agency Funds*, fiduciary funds, are custodial in nature and do not involve measurement of results of operations (assets equal liabilities). The Agency Funds are used (1) to account for collection of registrations and titles for vehicles, vessels, and mobile homes and driver license transactions and the subsequent distribution of those receipts to the state of Florida and (2) to account for the collection and distribution of property and tangible personal property taxes, business taxes, tourist development taxes, birth certificates, hunting and fishing licenses, and concealed weapons licenses.

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting 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 30 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.

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 1—Summary of significant accounting policies (continued)

Governmental Fund Balances – In accordance with Government Accounting Standards Board (“GASB”) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, fund balances are classified either as nonspendable or as spendable. Spendable fund balances are further classified in a hierarchy based on the extent to which there are external and internal constraints on the spending of these fund balances. These classifications are described as follows:

Nonspendable fund balances include amounts that cannot be spent because they are not in spendable form or legally or contractually required to be maintained intact. As of September 30, 2016, the Tax Collector had a nonspendable balance in its General Fund consisting of \$82,482 for IT and payment processing services.

Spendable fund balances are classified based on a hierarchy of the County’s ability to control the spending of these fund balances.

Restricted fund balances are fund balance amounts that are constrained for specific purposes which are externally imposed by creditors, grantors, contributors, or laws or regulations or imposed by law through constitutional provisions or enabling legislation. As of September 30, 2016, the Tax Collector had no restricted fund balances.

Committed fund balances are fund balances constrained for specific purposes imposed by the Tax Collector’s formal action of the highest level of decision making authority. As of September 30, 2016, the Tax Collector had no committed fund balances.

Assigned fund balances are fund balances intended to be used for specific purposes, but which are neither restricted nor committed. As of September 30, 2016, the Tax Collector had no assigned fund balances.

Unassigned fund balances represent the residual fund balance within the General Fund, which has not been assigned to other funds and has not been restricted, committed, or assigned. In funds other than the General Fund, unassigned fund balances are limited to negative residual balances. As of September 30, 2016, the Tax Collector had a negative unassigned fund balance of \$82,482 as the Tax Collector already paid for IT and payment processing services relating to fiscal year 2017.

The Tax Collector considers restricted funds to be used first when an expenditure is incurred and both restricted and unrestricted funds are available, followed by committed, assigned, and then unassigned as applicable.

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

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*, 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 public auction. The Clerk of the Circuit Court of the County administers these sales.

Cash and Cash Equivalents – Cash and cash equivalents consist of bank checking and savings accounts, carried at cost, and an investment in State Board of Administration's ("SBA") Florida PRIME, which is presented at amortized cost.

Prepaid Items – The cost of prepaid items is capitalized as an asset and recognition of the expenditure is deferred until the period the prepaid items are actually consumed or used, which is in accordance with the consumption method.

Compensated Absences – In accordance with GASB Statement No. 16, *Accounting for Compensated Absences*, the Tax Collector determines the liability for compensated absences, as well as certain other salary-related costs associated with the payment of compensated absences that are recorded and reported by the County in its basic financial statements. Vacation leave is accrued as a liability as the benefits are earned by the employees. Sick leave is accrued as a liability as the benefits are earned by the employees, but only to the extent that it is probable that the Tax Collector will compensate the employees for the benefits through cash payments at termination or retirement.

The Tax Collector's sick time payable liability consisted of two parts at September 30, 2016, resulting from Hillsborough County Civil Service Rules that state sick leave termination payments are to be made under two conditions. Compensation for employees in "Plan A" includes a sick leave payment at termination for all hours of sick time accrued up to 480 hours and half of the sick time accrued over 960 hours. A liability is recorded in the County's basic financial statements for each employee in Plan A based on the employee's hourly pay rate. Compensation for employees in "Plan B" includes a sick leave payment at termination for the employee's unused sick leave hours at February 2, 1997, with payment only for each hour of sick time accrued up to 480 hours and half of the sick time accrued over 960 hours. A liability is recorded in the County's basic financial statements for each employee who has a termination payment under Plan B. Employees hired after February 2, 1997, will not receive a sick leave payment at termination, so no sick leave liability is recorded for these employees.

The compensated absences liability also includes other salary-related costs incrementally associated with the payment of compensated absences such as the Tax Collector's share of Social Security and Medicare taxes.

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 1—Summary of significant accounting policies (continued)

Distribution of Excess Revenues – 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 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 of County Commissioners and other governmental agencies; the transfer and distribution of total excess fees are reported as other financing uses and expenditures, respectively.

Pension and Other Postemployment Benefits ("OPEB") Disclosures – The Tax Collector accounts for its pension and postemployment benefits other than pensions as provided in Notes 6 and 7, respectively.

Use of Estimates – The preparation of financial statements requires management to make use of estimates that affect reported amounts. Actual results could differ from estimates.

Subsequent Events – The Tax Collector has evaluated subsequent events through December 9, 2016, in connection with the preparation of these financial statements, which is the date the financial statements were available to be issued.

Note 2—Cash and cash equivalents

The Tax Collector's policy is to follow the guidelines in Section 219.075, *Florida Statutes*, regarding the deposit of funds received and the investment of surplus funds. Sections 219.075 and 218.415, *Florida Statutes*, authorize the Tax Collector to invest in the SBA pool or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act; Securities and Exchange Commission ("SEC") registered money market funds with the highest credit quality rating from a nationally recognized rating agency; direct obligations of the United States Treasury; federal agencies and instrumentalities, or interest-bearing time deposits and savings accounts held in federal or state-chartered banks and savings and loan associations doing business in Florida, provided that any such deposits are secured by collateral as may be prescribed.

At September 30, 2016, cash and cash equivalents included \$19,089,114 of cash on hand and cash deposited in banks and \$16,302,441 invested in SBA Florida PRIME. The bank balances were \$20,339,929 for deposits. Bank deposits are insured by the Federal Deposit Insurance Corporation or covered by the state of Florida collateral pool, a multiple-financial pool with the ability to assess its members for collateral shortfalls if a member institution fails.

Florida PRIME is a 2a7-like pool, which is not registered with the SEC as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940, governing money market funds. Thus, this pool operates essentially as a money market fund. Florida PRIME has a Standard & Poor's rating of AAAM at September 30, 2016 and is measured at amortized cost.

Note 3—Capital assets

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

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 4—Accounts payable

Accounts payable in the General Fund are due to various vendors. Accounts payable in the agency funds are primarily tax certificates.

Note 5—Accumulated compensated absences

The amount of vested accumulated compensated absences payable based upon the Tax Collector's annual leave 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, 2016 is as follows:

Beginning balance, October 1, 2015	\$ 1,707,454
Additions	1,522,151
Deletions	<u>(1,550,020)</u>
Ending balance, September 30, 2016	<u>\$ 1,679,585</u>

Note 6—Retirement plan

Plan Description – The Comptroller's employees participate in the Florida Retirement System ("FRS"). As provided by Chapters 121 and 112, *Florida Statutes*, the FRS provides two cost sharing, multiple employer defined benefit plans administered by the Florida Department of Management Services, Division of Retirement, including the FRS Pension Plan ("Pension Plan") and the Retiree Health Insurance Subsidy ("HIS Plan"). Under Section 121.4501, *Florida Statutes*, the FRS also provides a defined contribution plan ("Investment Plan") alternative to the FRS Pension Plan, which is administered by the State Board of Administration.

As a general rule, membership in the FRS is compulsory for all employees working in a regularly established position for a state agency, county government, district school board, state university, community college, or a participating city or special district within the State of Florida. The FRS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 121, *Florida Statutes*, and Chapter 60S, Florida Administrative Code. Amendments to the law can be made only by an act of the Florida Legislature.

Benefits under the Pension Plan are computed on the basis of age, average final compensation, and service credit. For Pension Plan members enrolled before July 1, 2011, Regular class members who retire at or after age 62 with at least six years of credited service, or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% of their final average compensation based on the five highest years of salary, for each year of credited service. Vested members with less than 30 years of service may retire before age 62 and receive reduced retirement benefits. Senior Management Service class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 2.0% of their final average compensation based on the five highest years of salary for each year of credited service. Elected Officers' class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 3.0% (3.33% for judges and justices) of their final average compensation based on the five highest years of salary for each year of credited service. Substantial changes were made to the Pension Plan during fiscal year 2011, affecting new members enrolled on or after July 1, 2011 by extending the vesting requirement to eight years of credited service and increasing normal retirement to age 65 or 33 years of service regardless of age. Also, the final average compensation for these members is based on the eight highest years of salary.

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 6—Retirement plan (continued)

Funding Policy – All enrolled members of the FRS Pension Plan are required to contribute 3.0% of their salary to the FRS. In addition to member contributions, governmental employers are required to make contributions to the FRS based on state-wide contribution rates. The employer contribution rates by job class, during the following periods, were as follows:

Employee Class or Plan	Percentage of Covered Payroll	
	October 1, 2015 - June 30, 2016	July 1, 2016 - September 30, 2016
Regular	7.26%	7.52%
Elected Officers	42.27%	42.47%
Senior Management Service	21.43%	21.77%
DROP	12.88%	12.99%

During the fiscal year ended September 30, 2016, the Tax Collector contributed to the plan an amount equal to 8.6% of covered payroll.

The HIS Plan provides a monthly benefit to assist retirees in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement. Eligible retirees and beneficiaries receive a monthly health insurance subsidy payment of \$5 for each year of creditable service, with a minimum payment of \$30 and a maximum payment of \$150 per month. The HIS Plan is funded by required contributions from FRS participating employees as set forth by the Florida Legislature, based on a percentage of gross compensation for all active FRS members.

In addition to the above benefits, the FRS administers a Deferred Retirement Option Program (“DROP”). This program allows eligible members to defer receipt of monthly retirement benefit payments while continuing employment with a FRS employer for a period not to exceed 60 months after electing to participate. Deferred monthly benefits are held in the FRS Trust Fund and accrue interest. There are no required contributions by DROP participants.

For those members who elect participation in the Investment Plan, rather than the Pension Plan, vesting occurs at one year of service. These participants receive a contribution for self-direction in an investment product with a third-party administrator selected by the State Board of Administration. Employer and employee contributions, including amounts contributed to individual member's accounts, are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Benefit terms, including contribution requirements, for the Investment Plan are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contribution rates that are based on salary and membership class (Regular, Elected Officers, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06% of payroll and by forfeited benefits of plan members.

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 6—Retirement plan (continued)

The Tax Collector recognizes pension expenditures in an amount equal to amounts paid to the Pension Plan, the HIS Plan, and the Investment Plan, totaling approximately \$945,000, \$256,000, and \$130,000, respectively, for the fiscal year ended September 30, 2016. The Tax Collector's payments for the Pension Plan and the Investment Plan after June 30, 2016, the measurement date used to determine the net pension liability associated with the Pension Plan and HIS Plan, amounted to approximately \$363,000. The Tax Collector is not legally required to and does not accumulate expendable available resources to liquidate the retirement obligation related to its employees. Accordingly, the net pension liability and associated deferred outflows and deferred inflows are presented on the government-wide financial statements of the County.

The state of Florida annually issues a publicly available financial report that includes financial statements and required supplementary information for the FRS. The latest available report may be obtained by writing to the state of Florida Division of Retirement, Department of Management Services, P.O. Box 9000, Tallahassee, Florida 32315-9000. That report may be viewed on the Florida Department of Management Services website located at www.dms.myflorida.com/workforce_operations/retirement/publications.

Note 7—Other Postemployment Benefits (“OPEB”)

Plan Description – The Tax Collector offers a single-employer postretirement healthcare defined benefit plan administered by the Tax Collector. Pursuant to the provisions of Section 112.0801, *Florida Statutes*, former employees and eligible dependents who retire from the Tax Collector may continue to participate in the Tax Collector's fully insured health and hospitalization plans for medical and prescription drug coverage. The Tax Collector subsidizes the premium rates paid by retirees by allowing them to participate in the plans at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the plan on average than those of active employees. In addition to the implicit subsidy, the Tax Collector provides a premium stipend of \$5 for each year of service with a maximum of 30 years. The stipend is payable to retirees ages 55 to 65. Participants have to be eligible for and take medical coverage at retirement to receive the stipend. Also, retirees are required to enroll in the Federal Medicare program for the primary coverage as soon as they are eligible.

Funding Policy – For the Postemployment Healthcare Benefits Plan, contribution requirements of the Tax Collector are established and may be amended through the Tax Collector's Office. The Tax Collector has not advance-funded or established a funding methodology for the annual OPEB costs or the net OPEB obligation. The calculations were based on September 1, 2015 data, where there were 17 retirees and 1 eligible dependent receiving postemployment health care benefits. For the 2015-16 fiscal year, the Tax Collector provided required contributions of \$79,064 toward annual OPEB costs comprised of benefit payments made on behalf of retirees for claims expenses, retention costs, and net of retiree contributions totaling \$137,049. Required contributions are based on projected pay-as-you-go financing.

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 7—Other Postemployment Benefits (“OPEB”) (continued)

Annual OPEB Cost and Net OPEB Obligation – The Tax Collector engaged an actuarial firm to determine the estimated obligation associated with the postemployment health insurance benefits as of September 30, 2016, as well as the actuarially required contribution (“ARC”) for funding this obligation. The net OPEB obligation (“NOO”) is the net amount for which the Tax Collector would be obligated and is equivalent to the ARC less retiree claims and stipends to be paid by the Tax Collector. The ARC is the portion of the total actuarial accrued liability allocated to the current fiscal year needed to pay both normal costs (current and future benefits earned) and to amortize the unfunded actuarial accrued liability (past benefits earned, but not previously funded).

The following table shows the Tax Collector’s annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Tax Collector’s NOO:

	Fiscal Year End September 30, 2016
(1) Normal cost	\$ 38,951
(2) Amortization of unfunded accrued liability	33,596
(3) Interest	2,539
(4) Annual required contribution	<u>75,086</u>
(5) Interest on net OPEB obligation (asset)	14,125
(6) Amortization of NOO	<u>(13,452)</u>
(7) Total expense or annual OPEB cost ("AOC")	75,759
(8) Actual credit (contribution) toward OPEB cost	<u>(79,064)</u>
(9) Change in NOO	(3,305)
(10) NOO beginning of year	<u>403,572</u>
(11) NOO end of year	<u><u>\$ 400,267</u></u>

The Tax Collector’s annual OPEB cost, OPEB contributions net of amounts received from retirees, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation as of September 30, 2016 and the two preceding years were as follows:

Fiscal Year	AOC	Net Contribution	Percent of AOC Contributed	NOO
September 30, 2014	\$ 117,837	\$ (8,582)	-7.28%	\$ 399,450
September 30, 2015	\$ 74,074	\$ 69,952	94.44%	\$ 403,572
September 30, 2016	\$ 75,759	\$ 79,064	104.40%	\$ 400,267

The Tax Collector recognizes OPEB expenditures as amounts are funded. The NOO is a long-term obligation and, accordingly, is presented on the government-wide statement of net position in the County’s Comprehensive Annual Financial Report.

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 7—Other Postemployment Benefits (“OPEB”) (continued)

Funded Status and Funding Progress – The following table shows the funding progress as of September 30, 2016 and the two preceding years:

	Actuarial Valuation Date		
	September 30, 2016	September 30, 2015	September 30, 2014
Actuarial Value of Assets	\$ -	\$ -	\$ -
Actuarial Accrued Liability	\$ 619,742	\$ 655,718	\$ 991,929
Unfunded Actuarial Accrued Liability ("UAAL")	\$ 619,742	\$ 655,718	\$ 991,929
Funded Ratio	0.0%	0.0%	0.0%
Covered Payroll	\$ 15,278,000	\$ 14,433,580	\$ 13,061,000
UAAL as a Percentage of Covered Payroll	4.1%	4.5%	7.6%

Actuarial Methods and Assumptions – Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment and termination, mortality, and the healthcare cost trends. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. Projections of benefits for financial reporting purposes are based on the substantive plan provisions, as understood by the employer and participating members, and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and participating members. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

For the 2015-2016 fiscal year, the Tax Collector’s OPEB actuarial valuation used the entry age normal cost actuarial method to estimate the unfunded actuarial liability and to determine the annual required contribution. Because the OPEB liability is currently unfunded, the actuarial assumptions included a 3.5% rate of return on invested assets, which is the Tax Collector’s long-term expectation of investment returns under its investment policy. The actuarial assumptions also included a payroll growth rate of 3.5% per year, a general inflation rate of 2.5%, and an annual healthcare cost trend rate of 7.25% pre Medicare and 8.0% post Medicare initially for the 2015-16 fiscal year, reduced to an ultimate rate of 5.0% for the fiscal year ending September 30, 2024. The unfunded actuarial accrued liability and gains/losses are being amortized as a level percentage of projected payroll on a closed basis over 30 years.

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 8—Commitments

The Tax Collector pays rent under operating leases for its various collection offices. These leases are cancelable if funds are not appropriated for their purpose and are not enforceable against a new administration with the exception of an operating lease agreement at one collection office. Rental expenditures under operating leases for the year ended September 30, 2016 amounted to \$827,617. The future minimum lease payments for the Tax Collector under operating leases as of September 30, 2016 are as follows:

<u>Year Ending September 30,</u>	
2017	\$ 630,578
2018	528,208
2019	206,184
2020	206,184
2021	206,184
2022-2026	344,220
2027-2028	114,740
	<u>\$ 2,236,298</u>

Licensing and Maintenance Agreement – On February 8, 2013, the Tax Collector entered into a contract with a third-party vendor for the licensing, design, and development of a fully integrated system for the billing, collection and administration of taxes. The Tax Collector went live with the new system on July 1, 2014. As part of the contract, the Tax Collector entered into a five-year Licensing and Maintenance Agreement which became effective as of October 1, 2014. Under the terms of the agreement, the Tax Collector, for the year ended September 30, 2016, paid the annual payment of \$628,300. The agreement provides for annual incremental increases of 3% each year, on the maintenance agreement anniversary date.

Note 9—Risk management

The County has established various self-insurance funds, in which the Tax Collector participates. These funds are accounted for as internal service funds in the basic financial statements of the County. Workers' compensation claims exceeding \$650,000 per claim are covered with specific excess insurance for the life of the claim. The County is also self-insured under sovereign immunity up to a maximum of \$200,000 per person/\$300,000 per occurrence for claims against the County involving negligence, including automobile and general liability. Negligence claims in excess of the statutory limits set forth in Section 768.28, *Florida Statutes*, can only be recovered through an act of the State of Florida Legislature. There have been no significant reductions in insurance coverage in the last year. Settled claims have not exceeded commercial coverage in the past three years. Reserves have been established at the County for both claims that have been reported but not paid and claims incurred but not reported. During the year ended September 30, 2016, the Tax Collector paid \$121,166 to the Board of County Commissioners for insurance coverage.

HILLSBOROUGH COUNTY, FLORIDA
TAX COLLECTOR
NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

Note 10—Litigation

The office of the Tax Collector is involved in certain litigation and claims arising from the ordinary course of operations. After considering advice from legal counsel, the Tax Collector is of the opinion that the outcome of these matters will not have a materially adverse effect on their financial position, although actual results may differ.

REQUIRED SUPPLEMENTARY INFORMATION

HILLSBOROUGH COUNTY, FLORIDA**TAX COLLECTOR****SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL – GENERAL FUND**

YEAR ENDED SEPTEMBER 30, 2016

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Charges for services:				
Board of County Commissioners	\$ 24,970,000	\$ 24,970,000	\$ 26,249,721	\$ 1,279,721
Other governmental agencies	4,120,000	4,120,000	4,126,790	6,790
Taxpayers	11,477,600	11,477,600	12,883,309	1,405,709
Interest income	14,000	14,000	79,588	65,588
Miscellaneous	225,000	225,000	537,390	312,390
Total Revenues	<u>40,806,600</u>	<u>40,806,600</u>	<u>43,876,798</u>	<u>3,070,198</u>
Expenditures:				
General government:				
Personnel services	24,230,377	24,230,377	23,110,338	1,120,039
Operating expenditures	5,960,656	6,316,231	6,085,354	230,877
Capital outlay	-	2,054,550	1,565,360	489,190
Total Expenditures	<u>30,191,033</u>	<u>32,601,158</u>	<u>30,761,052</u>	<u>1,840,106</u>
Excess of revenues over expenditures	10,615,567	8,205,442	13,115,746	4,910,304
Other Financing Uses:				
Distribution of excess revenues:				
Board of County Commissioners	(9,554,010)	(7,384,898)	(11,882,157)	(4,497,259)
Other governmental agencies	<u>(1,061,557)</u>	<u>(820,544)</u>	<u>(1,233,589)</u>	<u>(413,045)</u>
Total Other Financing Uses	<u>(10,615,567)</u>	<u>(8,205,442)</u>	<u>(13,115,746)</u>	<u>(4,910,304)</u>
Net change in fund balance	-	-	-	-
Fund balance, beginning of year	-	-	-	-
Fund balance, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

See note to Schedule of Revenue, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund

HILLSBOROUGH COUNTY, FLORIDA

TAX COLLECTOR

NOTE TO SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL – GENERAL FUND

SEPTEMBER 30, 2016

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 Schedule of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund, are required supplementary information reflecting all approved amendments.

On or before August 1 of each year, the Tax Collector submits an operating budget for the General Fund to the Florida Department of Revenue (the “Department”) and the Hillsborough County, Florida, Board of County Commissioners (the “Board”). The Department examines the budget and returns it to the Tax Collector with rulings thereon. The Tax Collector revises the budget as required and resubmits it to the Department for final approval. After final approval, no reductions or increases are permitted without the approval of the Department.

Budgetary control is maintained at the major object code level of the Tax Collector's departments. Budgetary changes within the major object expenditure categories are made at the discretion of the Tax Collector. Appropriations lapse at the end of the fiscal year to the extent they have not been expended.

There is a difference between the budgetary basis of accounting and the financial statement basis of accounting for the treatment of excess fee distributions to entities outside of the County's reporting entity. On a budgetary basis, distributions of excess fees through this fund are reported as other financing uses. For financial statement purposes, these distributions are reported as expenditures because there is a reduction in financial resources of the County.

OTHER FINANCIAL INFORMATION

HILLSBOROUGH COUNTY, FLORIDA**TAX COLLECTOR****COMBINING STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES – AGENCY FUNDS**

SEPTEMBER 30, 2016

	Tax and License Fund	Motor Vehicle Fund	Total All Agency Funds
Assets:			
Cash and cash equivalents	\$ 9,241,955	\$ 2,507,076	\$ 11,749,031
Accounts receivable	1,434,560	43,966	1,478,526
Total Assets	<u>\$ 10,676,515</u>	<u>\$ 2,551,042</u>	<u>\$ 13,227,557</u>
Liabilities:			
Accounts payable	\$ 1,841,166	\$ 9,339	\$ 1,850,505
Deposits	193,386	-	193,386
Due to other governmental agencies	8,641,963	2,541,703	11,183,666
Total Liabilities	<u>\$ 10,676,515</u>	<u>\$ 2,551,042</u>	<u>\$ 13,227,557</u>

HILLSBOROUGH COUNTY, FLORIDA**TAX COLLECTOR****COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES – AGENCY FUNDS**

YEAR ENDED SEPTEMBER 30, 2016

	Balance October 1, 2015	Additions	Deductions	Balance September 30, 2016
Tax and License Fund				
Assets:				
Cash and cash equivalents	\$ 7,801,544	\$2,947,839,847	\$2,946,399,436	\$ 9,241,955
Accounts receivable	1,131,977	326,046,171	325,743,588	1,434,560
Total Assets	<u>\$ 8,933,521</u>	<u>\$3,273,886,018</u>	<u>\$3,272,143,024</u>	<u>\$ 10,676,515</u>
Liabilities:				
Accounts payable	\$ 1,211,852	\$1,050,873,477	\$1,050,244,163	\$ 1,841,166
Deposits	144,039	2,292,002	2,242,655	193,386
Due to other governmental agencies	7,577,630	2,427,479,849	2,426,415,516	8,641,963
Total Liabilities	<u>\$ 8,933,521</u>	<u>\$3,480,645,328</u>	<u>\$3,478,902,334</u>	<u>\$ 10,676,515</u>
Motor Vehicle Fund				
Assets:				
Cash and cash equivalents	\$ 3,090,389	\$ 292,739,924	\$ 293,323,237	\$ 2,507,076
Accounts receivable	50,737	130,349	137,120	43,966
Total Assets	<u>\$ 3,141,126</u>	<u>\$ 292,870,273</u>	<u>\$ 293,460,357</u>	<u>\$ 2,551,042</u>
Liabilities:				
Accounts payable	\$ 47,948	\$ 7,789,104	\$ 7,827,713	\$ 9,339
Deposits	-	606	606	-
Due to other governmental agencies	3,093,178	179,581,005	180,132,480	2,541,703
Total Liabilities	<u>\$ 3,141,126</u>	<u>\$ 187,370,715</u>	<u>\$ 187,960,799</u>	<u>\$ 2,551,042</u>
Total – Agency Funds				
Assets:				
Cash and cash equivalents	\$ 10,891,933	\$3,240,579,771	\$3,239,722,673	\$ 11,749,031
Accounts receivable	1,182,714	326,176,520	325,880,708	1,478,526
Total Assets	<u>\$ 12,074,647</u>	<u>\$3,566,756,291</u>	<u>\$3,565,603,381</u>	<u>\$ 13,227,557</u>
Liabilities:				
Accounts payable	\$ 1,259,800	\$1,058,662,581	\$1,058,071,876	\$ 1,850,505
Deposits	144,039	2,292,608	2,243,261	193,386
Due to other governmental agencies	10,670,808	2,607,060,854	2,606,547,996	11,183,666
Total Liabilities	<u>\$ 12,074,647</u>	<u>\$3,668,016,043</u>	<u>\$3,666,863,133</u>	<u>\$ 13,227,557</u>

SUPPLEMENTARY REPORTS

**Report of Independent Auditor 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 Doug Belden,
Tax Collector
Hillsborough 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 major fund and the aggregate remaining fund information of the Hillsborough County, Florida Tax Collector (the "Tax Collector") as of and for the year ended September 30, 2016, and the related notes to the financial statements, and have issued our report thereon dated December 9, 2016, for the purpose of compliance with Section 218.39(2), *Florida Statutes*, and Chapter 10.550, *Rules of the Auditor General-Local Governmental Entity Audits*.

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 opinions 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 a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during 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.

Compliance and Other Matters

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

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.

A handwritten signature in black ink that reads "Cherry Bekant LLP". The signature is written in a cursive style with a large initial "C".

Tampa, Florida
December 9, 2016

Independent Auditor's Management Letter

To the Honorable Doug Belden,
Tax Collector
Hillsborough County, Florida

Report on the Financial Statements

We have audited the financial statements of the Hillsborough County, Florida Tax Collector (the "Tax Collector"), as of and for the fiscal year ended September 30, 2016, and have issued our report thereon dated December 9, 2016

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 Reports

We have issued our Report of Independent Auditor 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 Report of Independent Accountant on Compliance With Local Government Investment Policies, regarding compliance requirements in accordance with Chapter 10.550, *Rules of the Auditor General*. Disclosures in those reports, which are dated December 9, 2016, 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. No recommendations were made in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., *Rules of the Auditor General*, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. The Tax Collector was established by Article VIII, Section 1, of the Constitution of the State of Florida and the House Rule Chapter adopted by the people of Hillsborough County, Florida. There are no component units related to the Tax Collector.

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.

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

Purpose of this Letter

The purpose of this management letter is to communicate certain matters prescribed by Chapter 10.550, *Rules of the Auditor General*. Accordingly, this management letter is not suitable for any other purpose.

Cherry Bekant LLP

Tampa, Florida
December 9, 2016

**Report of Independent Accountant on Compliance With
Local Government Investment Policies**

To the Honorable Doug Belden,
Tax Collector
Hillsborough County, Florida

Report on Compliance

We have examined the Hillsborough County, Florida Tax Collector (the "Tax Collector") compliance with the local government investment policy requirements of Section 218.415, *Florida Statutes*, during the year ended September 30, 2016. 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.

Scope

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Tax Collector's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Tax Collector's compliance with specified requirements.

Opinion

In our opinion, the Tax Collector complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2016.



Tampa, Florida
December 9, 2016