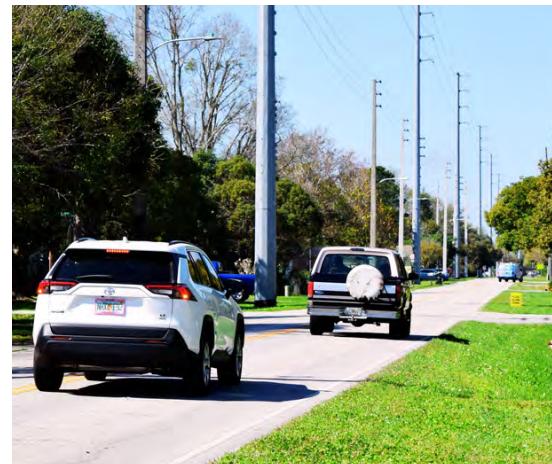


ANNUAL FINANCIAL REPORT

Year Ended June 30, 2023



250 South Orange Avenue, Suite 200 | Orlando, FL 32801
(407) 481-5672 | [MetroPlanOrlando.gov](https://www.MetroPlanOrlando.gov)



metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP

ANNUAL FINANCIAL REPORT OF METROPLAN ORLANDO

Year Ended June 30, 2023

**Prepared By Department of
Finance & Administration**

**Jason S. Loschiavo, CPA
Director of Finance & Administration**



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INTRODUCTORY SECTION

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ANNUAL FINANCIAL REPORT
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BOARD MEMBERS

As of June 30, 2023

Commissioner Mayra Uribe, Chair

Orange County

Commissioner Cheryl Grieb, Vice Chair

Osceola County

Commissioner Jay Zembower, Secretary/Treasurer

Seminole County

Commissioner Brandon Arrington

Central Florida Expressway Authority

Mr. Tom Green

Sanford Airport Authority

Mayor Patricia Bates

City of Altamonte Springs

Commissioner Viviana Janer

Central Florida Regional Transportation Authority
(LYNX)/Central Florida Commuter Rail Commission

Commissioner Emily Bonilla

Orange County

Commissioner Amy Lockhart

Seminole County

Mr. Jeffrey Campbell *

Community Advisory Committee

Commissioner Christine Moore

Orange County

Commissioner Olga Castano

City of Kissimmee

Mayor Bryan Nelson

City of Apopka

Commissioner Maribel Gomez Cordero

Orange County

Commissioner Tony Ortiz

City of Orlando

Mayor Jerry L. Demings

Orange County

Mr. Shad Smith*

TSMO Advisory Committee

Mayor John Dowless

Municipal Advisory Committee

Mr. John Tyler *

District Five Secretary
Florida Department of Transportation

Mayor Buddy Dyer

City of Orlando

Mr. William "Bill" Wharton*

Technical Advisory Committee

Mr. Shaun Germolus*

Kissimmee Gateway Airport

Commissioner Nichole H. Wilson

Orange County

Mr. M. Carson Good

Greater Orlando Aviation Authority

Mayor Art Woodruff

City of Sanford

****Non-voting advisors***

LOCAL FUNDING PARTNERS

July 1, 2022 to June 30, 2023

Orange County Government

Osceola County Government

Seminole County Government

City of Altamonte Springs

City of Apopka

City of Kissimmee

City of Orlando

City of Sanford

Central Florida Regional Transportation Authority

Greater Orlando Aviation Authority

Central Florida Expressway Authority

Sanford Airport Authority

Municipal Advisory Committee Members

MANAGEMENT TEAM

As of June 30, 2023

*Gary D. Huttman
Executive Director*

*Jason S. Loschiavo, CPA
Director of Finance and Administration*

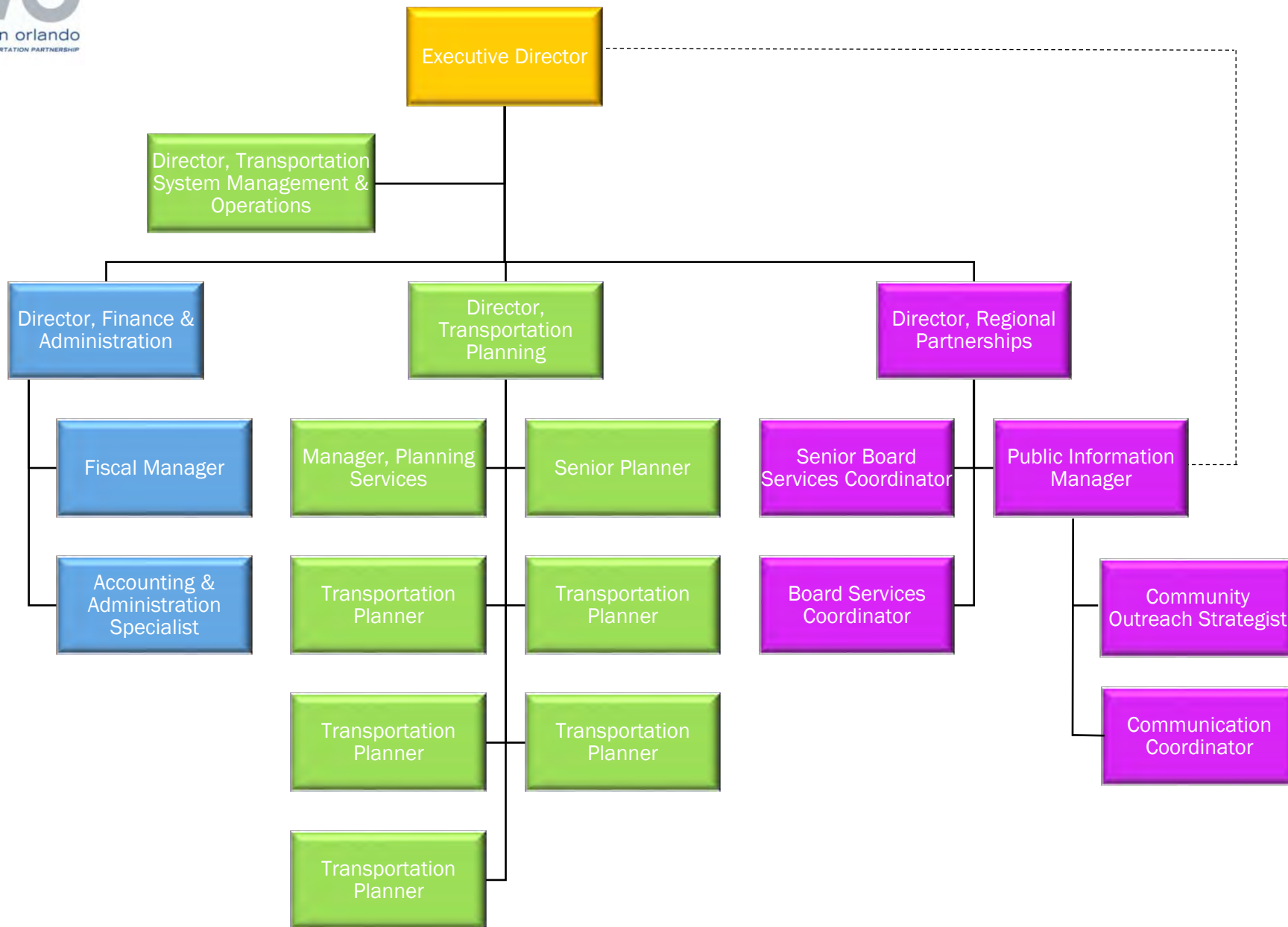
*Alex Trauger
Director of Transportation Planning*

*Eric T. Hill
Director of System Management and Operations*

*Virginia Lewis-Whittington
Director of Regional Partnerships*



Organizational Chart – Fiscal Year 2022-2023



Authorized Positions
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FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

Board Members
MetroPlan Orlando
Orlando, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities and each major fund of MetroPlan Orlando (the "Organization") as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Organization's basic financial statements as listed in the table of contents.

In our opinion, based on our audit, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Organization, as of June 30, 2023, and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis-of-Matter

Change in Accounting Principle

As discussed in Note 1 to the financial statements, in the year ended June 30, 2023, the Organization adopted the provisions of Government Accounting Standards Board Statement ("GASBS") Number 96, *Subscription-Based Information Technology Arrangements*.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

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

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory section and other supplementary information but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 10, 2023 on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

MSL, P.A.

Certified Public Accountants

Orlando, Florida
October 10, 2023

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MetroPlan Orlando
A Regional Transportation Partnership

MANAGEMENT’S DISCUSSION AND ANALYSIS
Year Ended June 30, 2023

Our discussion and analysis of MetroPlan Orlando’s (the “Organization”) financial performance provides an overview of the Organization’s activities for the fiscal year ended June 30, 2023. Please read it in conjunction with the financial statements and accompanying notes, which begin on page 9.

Overview of the Financial Statements

The organization-wide and fund financial statements are combined for this annual report, as all activities of the Organization are governmental activities. The report consists of the organization-wide and fund financial statements, notes to the financial statements, and other supplementary information. The statements are designed to provide readers with a broad overview of the Organization’s finances in a manner similar to a private-sector business.

The Statement of Activities and Governmental Funds Revenues, Expenditures, and Changes in Fund Balances presents information on how the Organization’s net position changed during the most recent fiscal year. The Organization uses the economic resources measurement focus and the accrual basis of accounting. All changes in Net Position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., grants receivable and earned but unused personal leave). These governmental activities are primarily supported by member assessments and operating grants.

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Organization uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the Organization’s special revenue programs are shown combined, as are all federal and state reimbursable operating grants.

The notes to the financial statements provide additional information essential to a full understanding of the basic financial statements. Included in the notes is information on the reconciliation between the government-wide and fund financial statements. The notes to the financial statements begin on page 12 of this report.

Financial Analysis - Government-Wide

The Statement of Net Position and Governmental Funds Balance Sheet presents information on all of the Organization’s assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Organization is improving or deteriorating.

MetroPlan Orlando
A Regional Transportation Partnership

MANAGEMENT'S DISCUSSION AND ANALYSIS
Year Ended June 30, 2023

NET POSITION	<u>FY 2023</u>	<u>FY 2022</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Current and other assets	\$ 5,620,789	\$ 5,456,038	\$ 164,751	3.0%
Capital assets	1,119,684	1,418,232	(298,548)	(21.1%)
Total Assets	6,740,473	6,874,270	(133,797)	(1.9%)
Accounts payable	338,201	546,826	(208,625)	(38.2%)
Accrued liabilities	76,245	69,350	6,895	9.9%
Accrued compensated absences	358,081	372,997	(14,916)	(4.0%)
Lease and SBITA liabilities	948,439	1,168,781	(220,342)	(18.9%)
Total Liabilities	1,720,966	2,157,954	(436,988)	(20.3%)
Net position:				
Net investment in capital assets	171,245	249,452	(78,207)	(31.4%)
Unrestricted	4,484,262	4,466,864	381,398	8.5%
Total net position	\$ 5,019,507	\$ 4,716,316	\$ 303,191	6.4%
CHANGES IN NET POSITION	<u>FY 2023</u>	<u>FY 2022</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Revenues				
Operating grants				
Federal	\$ 5,624,245	\$ 5,494,161	\$ 130,084	2.4%
State	106,279	106,102	177	0.2%
State matching	0	964	(964)	(100.0%)
Total operating grants	5,730,524	5,601,227	129,297	2.3%
Charges for services	1,295,931	1,264,664	31,267	2.5%
Interest	139,349	6,765	132,584	1,959.9%
Miscellaneous revenues	38,536	40,158	(1,622)	(4.0%)
Total revenues	7,204,340	6,912,814	291,526	4.2%
Expenses:				
Programs and operations	6,517,458	6,548,995	(31,537)	(0.5%)
Depreciation	340,485	335,417	5,068	1.5%
Interest	43,206	51,476	(8,270)	(16.1%)
Total expenses	6,901,149	6,935,888	(34,739)	(0.5%)
Change in Net position	303,191	(23,074)	326,265	(1,414.0%)
Net Position				
Beginning of the year	4,716,316	4,739,390	(23,074)	(0.5%)
End of the year	\$ 5,019,507	\$ 4,716,316	\$ 303,191	6.4%

*FY 2022 was not restated for the impact of GASB 96.

MetroPlan Orlando
A Regional Transportation Partnership

MANAGEMENT'S DISCUSSION AND ANALYSIS

Year Ended June 30, 2023

Total net position (assets less liabilities) at the end of Fiscal Year 2023 was \$5,019,507, up 6.4%, or \$303,191, from last year as revenues were greater than expenditures. The major factors that contributed to an increase in net position were a large increase in interest income due to a steady rise in interest rates over the past year as well as a reduction of lease and SBITA liabilities (down 18.9% from the previous fiscal year). Net position is separated into two distinct categories: net investment in capital assets and unrestricted net position. Net investment in capital assets (building lease, equipment leases, furniture, equipment, and software) represents 3.4% of total net position and is not available for future spending. Net investment in capital assets decreased 31.4% to \$171,245 due to depreciation and amortization. The balance of \$4,848,262 represents unrestricted net position and is available to meet the Organization's obligations to its partners and citizens.

Financial Analysis - Fund Level

Governmental funds provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Organization's financing requirements. The General Fund is the chief operating fund of the Organization. Total assets in the General Fund increased 7.1%, or \$351,785. Due from Other Funds represents the net amount of reimbursable grants minus special revenue fund accounts payable and is up 2.4% (\$14,041) due to special revenue fund accounts payable decreasing more than grant billings at year end.

Accounts Payable in the Special Revenue Fund was down 37.2%, or \$187,034. Ninety-three percent (\$316,271) of all accounts payable balances were comprised mostly of year-end billings for consultant fees and pass-through dollars and are reimbursable grant expenditures as addressed under Due from Other Funds in the above paragraph.

The Organization is in healthy financial condition. At the end of the current fiscal year, Unassigned Fund Balance of the General Fund was \$5,143,273, while total Fund Balance was \$5,206,343, the difference being a non-spendable amount for prepaid items of \$43,070 and rent deposits of \$20,000. Due to the advanced funding requirement of reimbursable grants and the timing of revenues from local funding partners, it is important that the Organization maintain a minimum amount of General Fund liquidity to maintain operations. The Organization does not have an approved fund balance policy, however, management feels that an Unassigned Fund Balance of approximately \$2,279,286 or one-third of Governmental Fund expenditures (\$6,837,859) appears warranted as a minimum. In addition, due to the reliance on federal and state grants as the major funding for the Organization and the potential for delays or cuts to that funding, management strives for higher reserve balances to withstand potential gaps or cuts in funding.

Revenues in the General Fund were up \$162,229, or 12.4%, compared to the prior year. Charges for service and interest revenues both increased in FY 2023. Interest income was up 1,960% from prior year due to rapidly rising interest rates on LGIP investments.

MetroPlan Orlando
A Regional Transportation Partnership

MANAGEMENT'S DISCUSSION AND ANALYSIS

Year Ended June 30, 2023

Expenditures were \$1,119,884 in the General Fund, which represents a decrease of \$134,518 or 10.7%, over last year. The largest changes within the General Fund were salaries due to the organization having multiple vacant positions for most of the fiscal year (\$77,914). Fringe and indirect costs in the general fund were also down due to their allocation based on salaries. Travel and per diem increased 72% (\$15,562) as staff felt more comfortable attending conferences post COVID-19.

Budgetary Variations

A comparison of the original budget, final amended budget and actual amounts can be found on page 11 of this report. Transportation expenditures in the General Fund were \$430,183 less than budget due to open staff positions, projects budgeted but not completed, and higher contingency budgeted but not needed. Miscellaneous revenues in the General Fund, which includes cash carryforward budget allocations, were \$139,398 less than budgeted for the same reasons.

Special Revenue Fund revenue was \$1,345,539 less than budget, and expenditures were \$1,358,088 less than budget due to open staff positions and consultant projects extending beyond the fiscal year or not completed.

Capital Assets and Long-Term Debt

The Organization's investment in capital assets, net of accumulated depreciation, as of June 30, 2023 and 2022 amounted to \$171,245 and \$249,452 respectively. Assets purchased this year included new computers for staff and additional boardroom cameras for live streaming of meetings. Capital assets consist of equipment, furniture, and software used by the organization in its daily operations as well as leased assets including MetroPlan Orlando office space, copiers, postage machine, and VOIP phone system. The VOIP phone system was added due to the implementation of GASB 96. A more detailed explanation of capital assets can be seen in the notes to the financial statements.

The Organization's long-term debt is comprised of liabilities for leased assets, subscription assets, and employees' accrued compensated absences. As of June 30, 2023, the Organization had \$948,439 in lease and subscription liabilities and \$358,081 in accrued compensated absences. A more detailed explanation of compensated absences can be seen in the notes to the financial statements.

Economic Factors and Next Year's Budget and Rates

The Organization anticipates funding from local assessment revenues to increase slightly in FY 2024. Local funding partners, other than operating agencies and the Municipal Advisory Committee members, contribute \$0.50 per capita. Annual population growth is expected to continue at a rate of between 2% and 3% so local revenue will increase by the same percentage.

In addition to building reserves to meet planning needs, the Organization is actively pursuing other federal and state discretionary grant sources to bring additional funds to the region. Contributions are

MetroPlan Orlando
A Regional Transportation Partnership

MANAGEMENT’S DISCUSSION AND ANALYSIS
Year Ended June 30, 2023

expected to continue from neighboring MPOs to help support the work of the Central Florida MPO Alliance.

MetroPlan Orlando was notified in March 2023 of a \$3.79M award under the Safe Streets & Roads for All program. The grant will be used to prepare 23 individual Safety Action Plans: one for each of the three counties in our region (Orange, Osceola, and Seminole), one for each of the 19 municipalities and an overall regional plan. Work has started and is anticipated to take 12-15 months. Once completed, MetroPlan Orlando and each of the jurisdictions with completed Safety Action Plans will be eligible to apply for implementation grants to complete the safety improvements. This grant requires a 20% local match.

Metropolitan Transportation Plans will continue to be more challenging in the future with policy and funding changes at the federal level, along with performance measures and planning for the introduction of autonomous and connected vehicles. The Organization has integrated these factors into its work program, but more changes are expected as we implement the Bipartisan Infrastructure Law, the recent federal transportation bill that replaced the FAST Act, and as the industry continues to evolve. Additional studies are anticipated for new corridors, freight, rail, expanded bus service, bus rapid transit, paratransit and ridesharing services, trails, complete streets, and technology-related enhancements that will benefit traffic operations and improve safety. In addition, the Organization is engaged in identifying prospective opportunities for generating additional capital and operating funds to meet the region’s transportation needs.

Requests for Information

This financial report is designed to provide a general overview of the Organization’s finances for all those with an interest in the Organization’s finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director of Finance and Administration, MetroPlan Orlando, 250 South Orange Avenue, Suite 200, Orlando, Florida 32801-3441.

MetroPlan Orlando
A Regional Transportation Partnership

**STATEMENT OF NET POSITION AND
GOVERNMENTAL FUNDS BALANCE SHEET**
June 30, 2023

	General Fund	Special Revenue Fund	Total	Adjustments (Note 2)	Statement of Net Position
ASSETS					
Cash and cash equivalents	\$ 4,642,428	\$ -	\$ 4,642,428	\$ -	\$ 4,642,428
Accounts receivable	-	-	-	-	-
Due from other funds	599,020	-	599,020	(599,020)	-
Due from other governments	-	915,291	915,291	-	915,291
Prepaid items	43,070	-	43,070	-	43,070
Deposits	20,000	-	20,000	-	20,000
Capital assets, net	-	-	-	1,119,684	1,119,684
Total Assets	\$ 5,304,518	\$ 915,291	\$ 6,219,809	\$ 520,664	\$ 6,740,473
LIABILITIES					
Current liabilities					
Accounts payable	21,930	316,271	338,201	-	338,201
Due to other funds	-	599,020	599,020	(599,020)	-
Accrued liabilities	76,245	-	76,245	-	76,245
Compensated absences - current	-	-	-	86,813	86,813
Subscription Liability - current	-	-	-	8,576	8,576
Lease liability - current	-	-	-	250,998	250,998
Non-current liabilities					
Compensated absences - noncurrent	-	-	-	271,268	271,268
Subscription liability - noncurrent	-	-	-	4,419	4,419
Lease liability - noncurrent	-	-	-	684,446	684,446
Total Liabilities	98,175	915,291	1,013,466	707,500	1,720,966
FUND BALANCES/ NET POSITION					
Fund balances:					
Nonspendable:					
Prepaid items	43,070	-	43,070	(43,070)	-
Restricted:					
Deposits	20,000	-	20,000	(20,000)	-
Unassigned	5,143,273	-	5,143,273	(5,143,273)	-
Total Fund Balances	5,206,343	-	5,206,343	(5,206,343)	-
Total Liabilities and Fund Balances	\$ 5,304,518	\$ 915,291	\$ 6,219,809		
Net position:					
Net investment in capital assets				171,245	171,245
Unrestricted				4,848,262	4,848,262
Total Net Position				\$ -	\$ 5,019,507

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

MetroPlan Orlando
A Regional Transportation Partnership

STATEMENT OF ACTIVITIES AND
GOVERNMENTAL FUNDS REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
For the Year Ended June 30, 2023

	General Fund	Special Revenue Fund	Total	Adjustments (Note 2)	Statement of Activities
REVENUES					
Operating grants					
Federal	\$ -	\$ 5,624,245	\$ 5,624,245	\$ -	\$ 5,624,245
State	-	106,279	106,279	-	106,279
State matching	-	-	-	-	-
Charges for services	1,295,931	-	1,295,931	-	1,295,931
Interest	139,349	-	139,349	-	139,349
Miscellaneous revenues	38,536	-	38,536	-	38,536
Total Revenues	<u>1,473,816</u>	<u>5,730,524</u>	<u>7,204,340</u>	<u>-</u>	<u>7,204,340</u>
EXPENDITURES / EXPENSES					
Transportation:					
Current:					
Programs and operations	1,009,767	5,522,608	6,532,375	(14,917)	6,517,458
Depreciation and amortization	-	-	-	340,485	340,485
Capital outlay	20,702	-	20,702	(20,702)	-
Debt Service:					
Principal payments	75,849	165,727	241,576	(241,576)	-
Interest payments	13,566	29,640	43,206	-	43,206
Total Expenditures/Expenses	<u>1,119,884</u>	<u>5,717,975</u>	<u>6,837,859</u>	<u>63,290</u>	<u>6,901,149</u>
Excess (deficiency) of revenues over expenditures	353,932	12,549	366,481		
Transfers - internal activities	<u>12,549</u>	<u>(12,549)</u>	<u>-</u>	<u>-</u>	
Excess (deficiency) of revenues over transfers in (out) and expenditures	366,481	-	366,481	(366,481)	-
Change in net position				303,191	303,191
FUND BALANCES / NET POSITION					
Beginning of the year	4,839,862	-	4,839,862	(123,546)	4,716,316
End of the year	<u>\$ 5,206,343</u>	<u>\$ -</u>	<u>\$ 5,206,343</u>	<u>\$ (186,836)</u>	<u>\$ 5,019,507</u>

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

MetroPlan Orlando
A Regional Transportation Partnership

**STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL FUND AND SPECIAL REVENUE FUND
For the Year Ended June 30, 2023**

	Budgeted Amounts		Actual
	Original	Final	Amounts
GENERAL FUND			
Revenues			
Charges for services	\$ 1,295,931	\$ 1,295,931	\$ 1,295,931
Interest	5,000	80,000	139,349
Miscellaneous revenues	287,500	177,934	38,536
Total Revenues	1,588,431	1,553,865	1,473,816
Expenditures			
Current:			
Transportation	1,477,016	1,439,950	1,009,767
Capital outlay	22,000	24,500	20,702
Debt service:			
Principal payments	75,849	75,849	75,849
Interest payments	13,566	13,566	13,566
Total Expenditures	1,588,431	1,553,865	1,119,884
Excess of revenues over expenditures	-	-	353,932
Other Financing Sources / (Uses)			
Transfers in	-	-	12,549
Transfers out	-	-	-
Total Other Financing Sources / (Uses)	-	-	12,549
Net change in fund balance	-	-	366,481
Fund Balance at Beginning of Year	-	-	4,839,862
Fund Balance at End of Year	\$ -	\$ -	\$ 5,206,343
SPECIAL REVENUE FUNDS			
Revenues			
Operating grants	\$ 6,390,499	\$ 7,076,063	\$ 5,730,524
Total Revenues	6,390,499	7,076,063	5,730,524
Expenditures			
Current:			
Transportation	6,195,132	6,880,696	5,522,608
Debt service:			
Principal payments	165,727	165,727	165,727
Interest payments	29,640	29,640	29,640
Total Expenditures	6,390,499	7,076,063	5,717,975
Deficiency of revenues over expenditures	-	-	12,549
Other Financing Sources / (Uses)			
Transfers in	-	-	-
Transfers out	-	-	(12,549)
Total Other Financing Sources / (Uses)	-	-	(12,549)
Net change in fund balance	-	-	-
Fund Balance at Beginning of Year	-	-	-
Fund Balance at End of Year	\$ -	\$ -	\$ -

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

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS

June 30, 2023

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. The Reporting Entity

The Orlando Urban Area Metropolitan Planning Organization d/b/a MetroPlan Orlando/A *Regional Transportation Partnership* (the “Organization”) is a voluntary association of local governmental units organized under the authority of Chapter 339.175 of the Florida Statutes in accordance with the 1962 Federal Aid Highway Act. Its primary purpose is to provide leadership in the initiation and development of transportation plans and programs and the establishment of transportation priorities and strategies in Orange, Seminole, and Osceola Counties. Board membership is apportioned by the Governor of Florida and interlocal agreements among the various governmental entities within the Orlando and Kissimmee Urbanized Areas on the basis of equitable population ratio and prevailing federal and state laws. Membership is comprised of representatives of Orange County (6); Osceola County (1); Seminole County (2); City of Orlando (2); (1) each for the Cities of Altamonte Springs, Apopka, Kissimmee, and Sanford; Greater Orlando Aviation Authority (1); Central Florida Expressway Authority (1); Sanford Airport Authority (1); Central Florida Regional Transportation Authority (LYNX) (1); and the Municipal Advisory Committee (MAC) (1). The MAC is a committee of the Board comprised of smaller cities in the region that do not have a full voting seat on the board. Representatives from the Florida Department of Transportation and Kissimmee Gateway Airport and the Chairpersons of the Technical Advisory Committee, the Transportation System Management & Operations Advisory Committee, and the Community Advisory Committee serve as non-voting advisors.

The accompanying financial statements present the financial position and results of operations of the applicable funds controlled by or dependent upon the Organization. In evaluating the Organization as a reporting entity, management has addressed all potential component units for which the Organization may or may not be financially accountable and, as such, are includable within the Organization’s financial statements. No component units exist which would require inclusion in the Organization’s financial statements.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the Organization. The effect of interfund activities has been removed from these statements. The Organization only has governmental activities and does not engage in any business-type activities. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges for services, which include member assessments; 2) operating grants; and 3) miscellaneous revenues. General revenues include interest income. Fund financial statements are presented for the Organization’s General and Special Revenue Funds. Both of these funds are considered to be major funds. The Special Revenue Fund is used to account for federal and state funded transportation planning activities.

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

June 30, 2023

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Organization considers revenues to be available if they are collected within 90 days of the end of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

D. Fund Balances and Spending Order

The Organization classifies governmental fund balances as follows:

- Non-spendable Fund Balance - represents fund balance that is (a) not in a spendable form, such as prepaid items or (b) legally or contractually required to be maintained intact, such as an endowment.
- Restricted Fund Balance - consists of amounts that can be spent only on the specific purpose stipulated by law or by the external providers of those resources.
- Unassigned Fund Balance - represents the residual classification of fund balance and includes all spendable amounts not contained within the other classifications of the General Fund.

When both restricted and unrestricted resources are available for use, it is the Organization's policy to use restricted resources first, and then unrestricted resources, as they are needed for their intended purposes.

E. Budgets and Budgetary Accounting

On or before July 1 of each year, the Organization adopts an annual budget on a generally accepted accounting principles (GAAP) basis sufficient to support the anticipated Unified Planning Work Program (UPWP) for the year. The budget is adopted at the fund level and includes combined revenues from all sources, including federal, state, local and private grants-in-aid, contracts, fees, and such other

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

June 30, 2023

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

funding sources legitimately available to the Organization. The level of budget control is at the UPWP task level. Florida Department of Transportation requires all metropolitan planning organizations to develop a two-year UPWP, consisting of the first year ending on an odd fiscal year date and the second year ending on an even fiscal year date. The second year is considered preliminary for budget purposes as all revenues, especially federal and state grants, are estimated for year two. It is the policy of the organization to revise the second year budget prior to the start of the Fiscal Year.

F. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand and investments in the State Board of Administration Local Government Pooled Investment Accounts and FLCLASS, an Independent Local Government Investment Pool.

G. Prepaids

Prepaids represent payments made to vendors for services that will benefit beyond June 30, 2023.

H. Office Furniture, Fixtures and Equipment

Office furniture, fixtures and equipment purchased in the Governmental Fund Types are recorded as expenditures at the time of purchase. It is the Organization's policy to capitalize property and equipment over \$1,000. Lesser amounts are expensed. Gifts or contributions of capital assets are recorded at fair market value at the time received. Depreciation has been expensed on capital assets as a direct charge using the straight-line method over the estimated useful lives of the various classes of depreciable assets, which range from 3-15 years.

I. Compensated Absences

It is the Organization's policy to grant employees personal leave based upon the number of years of employment with the Organization. Personal leave may be used as time off or, upon resignation or retirement with two weeks' notice, shall be paid up to the maximum the employee would earn in three years. The Executive Director shall be paid up to the maximum earned in four years. Eligible employees may participate in a personal leave sell-back during each calendar year. The Executive Director may sell back up to a maximum of four weeks of accumulated leave while eligible employees may sell back up to two weeks of accumulated leave. Such leave pay shall be made at the employee's current rate of pay. Employees who terminate prior to completion of six months continuous service will not be paid for any accrued personal leave time.

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

June 30, 2023

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

J. Indirect Costs

Certain administrative costs are recorded in the General Fund as indirect costs in the Organization's accounting system and are allocated to the Special Revenue Fund based upon an indirect cost rate appropriate in the circumstances. The rate is based upon direct salary and fringe benefit costs and is approved by the Florida Department of Transportation each fiscal year.

K. Grants

Revenues received or used from grants for governmental funds are recognized as current revenues when they become subject to accrual that is both measurable and available (modified accrual basis).

L. Interfund Transfers

Interfund transfers are between the Organization's General and Special Revenue Funds and represent the local match, where required, for federal and state grants received or excess revenue or expenditures from performance-based grants. All grants are cost reimbursable grants, except for the Transportation Disadvantaged grant and the USDOT Crash Predictions for Expedited Detection (CPED) grant, which are performance-based and are reimbursed as tasks are completed. Eligible project costs are 100% advance-funded by the General Fund.

M. Accounting Changes

Governmental Accounting Standards Board Statement No. 96. The Organization implemented GASB Statement No. 96, Subscription-Based Information Technology Arrangements (SBITA), which establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability. Under this Statement, the Organization is required to recognize a subscription liability and intangible right-to-use subscription thereby enhancing the relevancy and consistency of information about governments' leasing activities. The Organization reviewed its current subscription-based information technology arrangements and determined that the organization has a lessee in one arrangement. The impact of implementing GASB Statement No. 96 increased the amount of subscription assets and subscription liabilities by \$21,235 as of July 1, 2022, the beginning of the implementation period. See Note 6 for further information on SBITAs.

NOTE 2 – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Adjustments were made to include capital assets and capitalized leased assets (net of accumulated depreciation/amortization) and long-term liabilities on the statement of net position. This resulted in a net difference between ending governmental fund balances and total net position of \$186,836. Interfund payables and receivables were also eliminated.

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

June 30, 2023

NOTE 2 – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS - Continued

Ending governmental fund balances	\$ 5,206,343
Capital assets, net	1,119,684
Subscription liabilities	(12,995)
Lease liabilities	(935,444)
Accrued compensated absences	(358,081)
Total net position	<u>\$ 5,019,507</u>

Adjustments were made to include depreciation and amortization expense, eliminate capital outlay expenditures and debt service on leased assets, and record the increase in compensated absences on the statement of activities. This resulted in a net difference between “excess (deficiency) of revenues over expenditures” and “change in net position” of (\$63,290).

Excess (deficiency) of revenues and transfers over expenditures	\$ 366,481
Less: Depreciation and amortization expense	(340,485)
Add: Decrease in compensated absences	14,917
Capital outlay expenditures	20,702
Principal payment on leases and SBITAs	<u>241,576</u>
Change in net position	<u>\$ 303,191</u>

NOTE 3 – DEPOSITS AND INVESTMENTS

Authorized Investments

The Organization may invest surplus funds in Florida Prime, a Local Government Surplus Trust Funds Investment Pool (State Board of Administration, “SBA”); Independent Local Government Investment Pools (LGIPs); negotiable direct obligations of, or obligations the principal and interest of which are unconditionally guaranteed by the United States Government at the then prevailing market price for such securities with remaining maturities not exceeding seven years; demand deposits and interest-bearing time deposits, money market, or savings accounts in banks organized under the laws of Florida, in national banks organized under laws of the United States, in savings and loan associations which are under state supervision, or in federal savings and loan associations organized under federal law and federal supervision, provided that each such firm shall be doing business and is situated in the tri-county area, and further provided that any such deposits are collateralized, as may be prescribed by Chapter 280, Florida Statutes.

Cash in excess of current requirements is invested in various interest-bearing securities and is classified as investments. Investments are recorded at fair market value and consist entirely of money market funds whose fair market value approximates cost.

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

June 30, 2023

NOTE 3 – DEPOSITS AND INVESTMENTS - Continued

Deposits

Deposits consist of interest and noninterest-bearing demand accounts. All deposits with financial institutions were 100% insured by federal depository insurance or by collateral, pursuant to the Public Depository Security Act of the State of Florida.

Investments

The Organization is authorized to invest in investment vehicles, as defined in the written investment policy which was approved by the Board. The policy specifies the authorized investment vehicles which, among others, include the Local Government Surplus Trust Funds Investment Pool (State Board of Administration, "SBA"), LGIPs, negotiable direct obligations of, or obligations the principal and interest of which are unconditionally guaranteed by the United States Government at the then prevailing market price for such securities with remaining maturities not exceeding seven years, for certain money market funds and repurchase agreements. The policy also specifies the portfolio allocation, which is intended to meet the Organization's specified goals, in order of priority of safety, liquidity, and yield.

The Florida Prime and FL CLASS Investment accounts are considered SEC 2a-7-like pools, external investment pools that are not registered with the Securities and Exchange Commission as an investment company but, nevertheless, have a policy that they will, and do, operate in a manner consistent with Rule 2a-7 under the Investment Company Act of 1940. Thus, the account balances should also be considered the fair value of the investments. The LGIPs are rated by Standard and Poor's with current ratings of AAAm. The Fund ratings are reviewed weekly. The weighted average days-to-maturity (WAM) of the LGIP, the Florida Prime, at June 30, 2023, was 37 days. The weighted average days-to-maturity (WAM) of the LGIP, FLCLASS, at June 30, 2023, was 48 days. Currently, all of the LGIP balances for the Organization are eligible for withdrawal.

As of June 30, 2023, the Organization has the following balances invested:

	Fair Value
Bank Demand Deposits	\$ 697,620
Petty Cash	125
FL CLASS Investment Account	2,000,350
State Board of Administration:	
LGIP-Prime	1,944,333
Total Deposits and Investments	<u>\$ 4,642,428</u>

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

June 30, 2023

NOTE 4 – CAPITAL ASSETS

The following is a summary of changes in capital and leased assets during the fiscal year:

	Balance <u>July 1, 2022</u>	<u>Increases</u>	<u>Decreases</u>	Balance <u>June 30, 2023</u>
Capital and leased assets being depreciated:				
Office Furniture, fixtures and equipment	\$ 694,449	\$ 20,702	\$ -	\$ 715,151
Right to Use Building	1,348,658	-	-	1,348,658
Right to Use Subscription*	21,235	-	-	21,235
Right to Use Equipment	36,755	-	-	36,755
Total capital and leased assets being depreciated	<u>\$ 2,101,097</u>	<u>\$ 20,702</u>	<u>\$ -</u>	<u>\$ 2,121,799</u>
Less accumulated depreciation/amortization for:				
Office Furniture, fixtures and equipment	\$ (403,555)	\$ (73,915)	\$ -	\$ (477,470)
Right to Use Building	(249,369)	(249,370)	-	(498,739)
Right to Use Subscription*	-	(8,494)	-	(8,494)
Right to Use Equipment	(8,706)	(8,706)	-	(17,412)
Total accumulated depreciation and amortization	<u>\$ (661,630)</u>	<u>\$ (340,485)</u>	<u>\$ -</u>	<u>\$ (1,002,115)</u>
Total capital and leased assets, being depreciated/amortized, net	<u>\$ 1,439,467</u>	<u>\$ (319,783)</u>	<u>\$ -</u>	<u>\$ 1,119,684</u>

NOTE 5 – LONG-TERM LIABILITIES

During the year ended June 30, 2023, the following changes occurred in long-term liabilities:

	Balance <u>July 1, 2022</u>	<u>Increases</u>	<u>Decreases</u>	Balance <u>June 30, 2023</u>	Due Within <u>One Year</u>
Lease Liability - building	\$ 1,140,338		\$ (224,685)	\$ 915,653	\$ 241,994
Lease Liability - equipment	28,442		(8,651)	19,791	9,004
Subscription liability - IT arrangements*	21,235		(8,240)	12,995	8,576
Accrued compensated absences	372,997	263,722	(278,638)	358,081	86,813
Total Long-Term Debt	<u>\$ 1,563,012</u>	<u>\$ 263,722</u>	<u>\$ (520,214)</u>	<u>\$ 1,306,520</u>	<u>\$ 346,387</u>

Compensated Absences are liquidated using the Organization's General Fund.

*Beginning balances were restated due to GASB 96 implementation.

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

June 30, 2023

NOTE 6 – LEASE OBLIGATIONS & SUBSCRIPTION BASED IT ARRANGEMENTS

The Organization leases office facilities and other equipment under non-cancelable operating leases.

- A. On June 8, 2015, the Organization entered into a ten-year lease agreement for new office space with ten months of free rent outside the lease term. Monthly rates for the new lease period range from \$20,000 in 2016 to \$27,000 in 2026, with one free month in each of the first ten years of the lease.
- B. The Organization entered into a new copier lease in June, 2020, extending from June, 2020, through June, 2025. Under the terms of the lease, monthly rentals are \$745.
- C. In July, 2021, a 60-month lease agreement was entered into for a new mailing system, which expires in October, 2026. The quarterly lease payment is \$173.28.

The Organization has one subscription-based information technology arrangement (SBITA).

- A. In December 2021, a 36-month subscription-based agreement was entered into for VOIP phone services, which expires in December 2024. The monthly payment is \$745.00.

The future minimum lease payments as of June 30, 2023, are as follows:

Lease Obligations - Maturity Analysis

Year Ending			Building	
June 30	Payment	Principal	Interest	
2024	\$ 274,217	\$ 241,994	\$ 32,223	
2025	\$ 282,458	\$ 260,248	\$ 22,210	
2026	\$ 317,800	\$ 306,801	\$ 10,999	
2027	\$ 107,500	\$ 106,610	\$ 890	
Total	\$ 981,975	\$ 915,653	\$ 66,322	

Year Ending			Equipment	
June 30	Payment	Principal	Interest	
2024	\$ 9,633	\$ 9,003	\$ 630	
2025	\$ 9,633	\$ 9,370	\$ 263	
2026	\$ 1,438	\$ 1,418	\$ 20	
2027	\$ -	\$ -	\$ -	
Total	\$ 20,704	\$ 19,791	\$ 913	

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

June 30, 2023

NOTE 6 – LEASE OBLIGATIONS & SUBSCRIPTION BASED IT ARRANGEMENTS - Continued

Year Ending June 30	SBITA		
	Payment	Principal	Interest
2024	\$ 8,940	\$ 8,576	\$ 364
2025	\$ 4,470	\$ 4,419	\$ 51
2026	\$ -	\$ -	\$ -
2027	\$ -	\$ -	\$ -
Total	\$ 13,410	\$ 12,995	\$ 415

NOTE 7 – EMPLOYEE BENEFIT PLAN

The Organization maintains the MetroPlan Orlando Money Purchase Pension Plan and Trust, a defined contribution pension plan. This is a tax-qualified plan pursuant to Section 401(a) of the Internal Revenue Code. This plan was established as of January 1, 1997, by the Board of the Organization. All full-time employees and regular part-time employees working 30 hours a week or more are eligible to participate in the plan upon employment. Participants become vested after one year of continuous employment.

The Organization is required to contribute 10% of the salaries of eligible employees to the plan. Salaries include W-2 earnings plus any contributions made pursuant to a salary reduction agreement, which was not included in the gross income of the employer under Section 457 of the Internal Revenue Code. Employees may not contribute to the plan. For the year ended June 30, 2023, MetroPlan Orlando recognized employer contributions of \$176,778 in connection with the plan, \$6,382 of which was accrued at June 30, 2023, and paid subsequent to that time.

An outside party, Mission Square administers the plan with all funds invested with the Mission Square Retirement Trust. Investments are self-directed by the employee. The normal retirement age has been designated by the employer as age 55. The plan permits withdrawals for retirement, termination, and disability. The plan does not allow participants to borrow against their accounts.

NOTE 8 – RISK MANAGEMENT

The Organization is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Organization purchases commercial insurance for all types of claims with nominal deductible amounts. The following is a summary of the Organization's significant insurance coverage and limitations:

MetroPlan Orlando
A Regional Transportation Partnership

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED

June 30, 2023

NOTE 8 – RISK MANAGEMENT - Continued

Coverage	Limitations
General/Professional Liability (Includes errors & omissions; and employee benefits program administration)	\$200,000 – Each person \$300,000 – Each occurrence \$500,000 – Combined single limit, per occurrence
Information Security & Privacy Liability	\$250,000 - Each claim
Fiduciary Liability (Pension Plan)	\$2,000,000 – Aggregate all claims
Fiduciary Liability (Deferred Compensation Plan)	\$2,000,000 – Aggregate all claims
Auto Liability	\$200,000 – Each person \$300,000 – Each occurrence \$500,000 – Combined single limit, per occurrence
Terrorism Physical Loss/Damage	\$5,000,000 – Aggregate per year
Property Damage (Includes personal property; inland marine; computer equipment and software)	\$632,443 – Personal property No Limit – Inland marine
Executive Travel Accident	\$250,000 – Per occurrence
Worker Compensation – Statutory	\$1,000,000 – Each accident \$1,000,000 – Each disease (policy limit) \$1,000,000 – Aggregate by disease

There have been no significant reductions in insurance coverage during Fiscal Year 2023. There have been no insurance claims in the past three years.

NOTE 9 – COMMITMENTS AND CONTINGENCIES

Intergovernmental Grants

Amounts received or receivable from grantors are subject to audit and adjustment by grantor agencies, principally federal and state governments. Any disallowed claims, including amounts already collected, may constitute a liability of the General Fund. The amount, if any, of expenditures, which may be disallowed by the grantor, cannot be determined at this time, although the Organization expects such amounts to be immaterial.

COMPLIANCE SECTION

Compliance and Internal Control Over Financial Reporting

Management Letter

Compliance with Requirements Applicable to Each Major Program

Expenditures of Federal Awards

Findings and Questioned Costs



metroplan orlando
A REGIONAL TRANSPORTATION PARTNERSHIP



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board Members
MetroPlan Orlando
Orlando, 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 governmental activities and each major fund of MetroPlan Orlando (the "Organization") as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Organization's basic financial statements, and have issued our report thereon dated October 10, 2023.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing 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 Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

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

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

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Pursuant to provisions of Chapter 10.550, *Rules of the Auditor General*, we reported certain matters to management of the Organization in a separate management letter dated October 10, 2023.

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.

MSL, P.A.

Certified Public Accountants

Orlando, Florida
October 10, 2023



INDEPENDENT AUDITOR'S MANAGEMENT LETTER

Board Members
MetroPlan Orlando
Orlando, Florida

Report on the Financial Statements

We have audited the financial statements of MetroPlan Orlando (the "Organization") as of and for the fiscal year ended June 30, 2023, and have issued our report thereon dated October 10, 2023.

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; the audit requirements of Title 2 U.S. *Code of Federal Regulations*, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"); and Chapter 10.550, *Rules of the Auditor General*.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*; Independent Auditor's Report on Compliance for Each Major Federal Program and on Internal Control over Compliance and Report on the Schedule of Expenditures of Federal Awards in Accordance with the Uniform Guidance; and Schedule of Questioned Costs. Disclosures in those reports and schedule, which are dated October 10, 2023, 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. There were no findings and recommendations 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 this management letter, unless disclosed in the notes to the financial statements. The legal authority is disclosed in the notes to the financial statements.

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), *Rules of the Auditor General*, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the Organization met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the Organization did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), *Rules of the Auditor General*, we applied financial condition assessment procedures for the Organization. It is management's responsibility to monitor the Organization'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.

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

Additional Matters

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

Purpose of this Letter

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

MSL, P.A.

Certified Public Accountants

Orlando, Florida
October 10, 2023



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR
EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE AND REPORT ON THE SCHEDULE OF EXPENDITURES OF
FEDERAL AWARDS IN ACCORDANCE WITH THE UNIFORM GUIDANCE**

Board Members
MetroPlan Orlando
Orlando, Florida

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the compliance of MetroPlan Orlando (the "Organization") with the types of compliance requirements identified as subject to audit in the U.S. Office of Management and Budget ("OMB") *Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended June 30, 2023. The Organization's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion for Each Major Federal Program

We conducted our audit of compliance 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 the audit requirements of Title 2 U.S. Code of Federal Regulations, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Organization and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Organization's compliance with the compliance requirements referred to above.

Responsibility of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Organization's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Organization's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Organization's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Organization's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Organization's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

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

Report on Internal Control over Compliance (*Continued*)

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses as defined above. However, material weaknesses may exist that have not been identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the basic financial statements of the governmental activities and each major fund of the Organization as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Organization's basic financial statements. We issued our report thereon dated October 10, 2023, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis, as required by the Uniform Guidance, and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements.

The 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 financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

MSL, P.A.

Certified Public Accountants

Orlando, Florida
October 10, 2023

MetroPlan Orlando
A Regional Transportation Partnership

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended June 30, 2023

Federal Agency/ State Pass-Through Grantor/ Program Title	Assistance Listing Number	Grant Identification Number	Total Program Expenditures	Pass-through to Subrecipient
Federal Awards:				
Federal Highway Administration: Passed through the State of Florida Department of Transportation: Unified Planning Work Program PL-0087-058-M - FY 2023 FM#439332-3-14-01	20.205	G2796	\$ 3,501,045	
SU Fund Projects FM#439332-3-14-02	20.205	G2796	1,551,511	
STIC FM#439332-3-14-03	20.205	G2796	<u>26,646</u>	
Total Assistance Listing 20.205			<u>5,079,202</u>	
United States Department of Energy: Visual-Enhanced Cooperative Traffic Operations (VECTOR) System USF Award No. DE-EE0009658 Subaward No. 2104-1362-00-D	81.086		<u>2,544</u>	
Total Assistance Listing 81.086			<u>2,544</u>	
Federal Transit Administration: Passed through the State of Florida Department of Transportation: Unified Planning Work Program Section 5305(d) - 2020/2021 - X015-00	20.505	G1T92	267,531	267,531
Unified Planning Work Program Section 5305(d) - 2021/2022 - X016-00	20.505	G2138	<u>274,968</u>	<u>141,866</u>
Total Assistance Listing 20.505			<u>542,499</u>	<u>409,397</u>
Total Expenditures of Federal Awards:			<u><u>\$ 5,624,245</u></u>	

Note to Schedule:

The accompanying Schedule is presented using the modified accrual basis of accounting. Under the modified accrual basis, revenue is recognized if it is measurable and available for use during the year. Expenditures are recognized in the period liabilities are incurred, if measurable. The amounts reported in the Schedule have been reconciled to and are in material agreement with amounts recorded in the Organization's accounting records from which the basic financial statements were prepared. The Organization did not elect to use the 10% de minimis indirect cost rate.

MetroPlan Orlando

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended June 30, 2023

SECTION I - SUMMARY OF INDEPENDENT AUDITOR'S RESULTS

Financial Statements

Type of Auditor's Report Issued:

Unmodified Opinion

Internal control over financial reporting:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☐ Yes ☒ None reported

Noncompliance material to financial statements noted? ☐ Yes ☒ No

Federal Awards

Internal control over major federal programs:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☐ Yes ☒ None reported

Type of report issued on compliance for major federal programs:

Unmodified Opinion

Any audit findings disclosed that are required to be reported in accordance with 200.516 of the Uniform Guidance? ☐ Yes ☒ No

Identification of Major Federal Programs:

Assistance Listing

Name of Federal Program

20.205

Highway Planning and Construction

Dollar threshold used to distinguish between Type A and Type B programs:

Federal \$750,000

Auditee qualified as low-risk auditee? ☒ Yes ☐ No

MetroPlan Orlando

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (*Continued*)

For the Year Ended June 30, 2023

SECTION II - FINDINGS RELATED TO THE FINANCIAL STATEMENT AUDIT, AS REQUIRED TO BE REPORTED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

None reported.

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS SECTION REPORTED IN ACCORDANCE WITH THE UNIFORM GUIDANCE

None reported.

SECTION IV - PRIOR YEAR AUDIT FINDINGS

None reported.

OTHER SUPPLEMENTARY INFORMATION



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MetroPlan Orlando
A Regional Transportation Partnership

SCHEDULE OF DETAILED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

GENERAL FUND

For the Year Ended June 30, 2023

Revenues:

Charges for services	
Member assessments	\$ 1,295,931
Interest	139,349
Miscellaneous revenues	38,536
Total Revenues	<u>1,473,816</u>

Expenditures:

Books, publications, subscriptions & memberships	16,031
Community relations & advertising	150,575
Consultants	88,822
Contractual services	2,875
Equipment & furniture	23,122
Fringe benefits	178,319
Indirect costs	144,634
Legal	10,164
Office supplies	10,334
Operating supplies	15,893
Other miscellaneous	2,150
Postage	3,101
Printing & binding	7,941
Repair & maintenance	1,432
Salaries	418,330
Seminars/Training	8,916
Travel & per diem	37,245
Total Expenditures	<u>1,119,884</u>

Excess of Revenues Over Expenditures	<u>353,932</u>
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Other Financing Sources / (Uses):

Transfers in	12,549
Transfers out	-
Total Other Financing Sources / (Uses)	<u>12,549</u>

Excess of Revenues Over Expenditures and Other Financing Sources / (Uses)	366,481
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Fund Balance, beginning of year	<u>4,839,862</u>
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Fund Balance, end of year	<u><u>\$ 5,206,343</u></u>
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MetroPlan Orlando
A Regional Transportation Partnership

**SCHEDULE OF DETAILED PROJECT REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUND
For the Year Ended June 30, 2023**

	State Department of Transportation	Federal Transit Administration		Federal Highway Administration			United States Department of Energy	Total Special Revenue Fund
	Transportation Disadvantaged	FL-08-X015-00	FL-08-X016-00	PL-0087-060-M FM#439332-4-14-01	SU Fund Projects FM#439332-4-14-02	STIC FM#439332-4-14-03	VECTOR Award: DE-EE0009658 Subaward: 2104-1362-00-D	
Revenues:								
Intergovernmental:								
Federal	\$ -	\$ 267,531	\$ 274,968	\$ 3,501,045	\$ 1,551,511	\$ 26,646	\$ 2,544	\$ 5,624,245
State	106,279	-	-	-	-	-	-	106,279
Total intergovernmental revenues:	106,279	267,531	274,968	3,501,045	1,551,511	26,646	2,544	5,730,524
Other grants:								
Total grant revenue:	106,279	267,531	274,968	3,501,045	1,551,511	26,646	2,544	5,730,524
Expenditures:								
Audit	-	-	-	23,000	-	-	-	23,000
Community relations & advertising	2,456	-	-	-	-	-	-	2,456
Consultants	-	-	-	1,672,763	1,516,394	-	-	3,189,157
Fringe benefits	3,753	-	28,815	390,827	7,603	5,663	559	437,220
Printing & binding	1,158	-	-	-	-	-	-	1,158
Indirect costs	2,713	-	20,837	282,608	5,497	3,977	389	316,021
Pass-through expenses	70,000	267,531	141,866	-	-	-	-	479,397
Postage	1,452	-	-	-	-	-	-	1,452
Salaries	10,867	-	83,450	1,131,847	22,017	17,006	1,596	1,266,783
Seminars/Training	1,050	-	-	-	-	-	-	1,050
Travel Expenses	281	-	-	-	-	-	-	281
Total expenditures	93,730	267,531	274,968	3,501,045	1,551,511	26,646	2,544	5,717,975
Excess / (Deficiency) of Revenues Over Expenditures	12,549	-	-	-	-	-	-	12,549
Other Financing Sources / (Uses):								
Transfers in	-	-	-	-	-	-	-	-
Transfers out	(12,549)	-	-	-	-	-	-	(12,549)
Total Other Financing Sources / (Uses)	(12,549)	-	-	-	-	-	-	(12,549)
Excess / (Deficiency) of Revenues and Other Financing Sources / (Uses) Over Expenditures	-	-	-	-	-	-	-	-
Fund Balance at beginning of year	-	-	-	-	-	-	-	-
Fund Balance at end of year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



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