

FINANCIAL STATEMENTS  
Lake-Sumter Emergency Medical Services, Inc.  
Year Ended September 30, 2009  
with Report of Independent Certified Public Accountants

Lake-Sumter Emergency Medical Services, Inc.

Financial Statements

Year Ended September 30, 2009

**Contents**

Financial Section  
Report of Independent Certified Public Accountants .....1  
Management’s Discussion and Analysis .....3

Basic Financial Statements  
Governmental Funds Balance Sheet-Statement of Net Assets .....11  
Statement of Governmental Fund Revenues, Expenditures and Changes in Fund  
Balances-Statement of Activities .....12  
Notes to Financial Statements.....13

Required Supplementary Information  
Schedule of Revenues, Expenditures and Changes in Fund Balances – Budget  
and Actual – General Fund .....21  
Notes to Required Supplementary Information .....22

Other Reports  
Report of Independent Certified Public Accountants on Internal  
Control over Financial Reporting and on Compliance and Other Matters  
Based on an Audit of the Financial Statements Performed in Accordance  
with *Government Auditing Standards*.....23

# Financial Section



## **REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS**

Honorable Members of  
Lake-Sumter Emergency Medical Services, Inc.  
Mount Dora, Florida

We have audited the accompanying financial statements of governmental activities of Lake-Sumter Emergency Medical Services, Inc. (Lake-Sumter EMS), as of and for the year ended September 30, 2009, which collectively comprise Lake-Sumter EMS's basic financial statements, as listed in the table of contents. These financial statements are the responsibility of Lake-Sumter EMS's management. Our responsibility is to express opinions on these financial statements based on our audit.

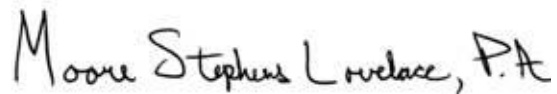
We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of Lake-Sumter EMS as of September 30, 2009, 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.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 20, 2010, on our consideration of Lake-Sumter EMS'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* and should be considered in assessing the results of our audit.

Honorable Members of  
Lake-Sumter Emergency Medical Services, Inc.

The management's discussion and analysis, and the required supplementary information, as listed in the table of contents, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

A handwritten signature in black ink that reads "Moore Stephens Lovelace, P.A." The signature is written in a cursive, slightly slanted style.

Certified Public Accountants

Orlando, Florida  
January 20, 2010

## Management's Discussion and Analysis

As management of Lake-Sumter Emergency Medical Services, Inc. (Lake-Sumter EMS), we offer readers of the Lake-Sumter EMS financial statements this narrative overview and analysis of the financial activities of Lake-Sumter EMS for the fiscal year ended September 30, 2009. This discussion has been prepared by management and should be read in conjunction with the financial statements, which follow this section.

### Financial Highlights

- Lake-Sumter EMS assets exceeded its liabilities at September 30, 2009 by \$8,636,543 (net assets). Of this amount, \$3,433,622 (unrestricted net assets) may be used to meet the organization's ongoing obligations to its customers and creditors.
- Lake-Sumter EMS total net assets increased by \$594,948 from the prior year.
- Lake-Sumter EMS has no outstanding debt except for accrued compensated absences for its employees. The amount outstanding at September 30, 2009, was \$607,307.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to Lake-Sumter EMS basic financial statements. The basic financial statements consist of two parts: (a) combined government-wide financial statements and fund financial statements, and (b) notes to the financial statements. This report also includes supplementary information that explains in more detail some of the information in the financial statements. As Lake-Sumter EMS operations focus on one program/function, public safety, it is considered to be a special-purpose government for financial reporting purposes.

For special-purpose governments engaged in a single governmental program, the fund financial statements and the government-wide statements may be combined using a columnar format. This format reconciles individual line items of fund financial data to government-wide data in a separate column on the face of the financial statements, rather than at the bottom of the statements or in an accompanying schedule, as is required for general governments or those with multiple programs or functions. Lake-Sumter EMS has chosen this format for presentation of its financial statements.

## **Government-Wide Financial Statements**

The government-wide financial statements of Lake-Sumter EMS provide a broad overview of Lake-Sumter EMS finances and report information about Lake-Sumter EMS using accounting methods similar to those used by private sector companies.

The Statement of Net Assets presents Lake-Sumter EMS assets less its liabilities at year-end. The difference between these assets and liabilities is reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of Lake-Sumter EMS is improving or deteriorating.

The Statement of Activities presents information showing how Lake-Sumter EMS net assets changed during the fiscal year. All changes in net assets 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 result in cash flows in future periods.

The government-wide financial statements can be found on pages 11-12 of this report.

## **Fund Financial Statements**

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. Lake-Sumter EMS, similar to state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Lake-Sumter EMS has only one fund, the General Fund, which is a governmental fund type.

Governmental funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, these funds focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. As a result of this difference in focus, a reconciliation is provided in the notes to the financial statements between the fund and government-wide statements.

The basic governmental fund financial statements can also be found on pages 11-12 of this report.

Notes to the financial statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found beginning on page 13 of this report.

Other information – In addition to the basic financial statements and notes, this report also presents certain required supplementary information concerning Lake-Sumter EMS annual appropriated budget for its General Fund. A budgetary comparison schedule has been provided as required supplementary information for the General Fund to demonstrate compliance with this budget. Required supplementary information can be found beginning on page 21 of this report.

## Government-Wide Financial Analysis

The fund financial statements for Lake-Sumter EMS are converted to the Statement of Net Assets and Statement of Activities by posting adjustments for the following:

- Capital assets, net of accumulated depreciation, have been added to the Statement of Net Assets. In addition, capital outlay has been taken out of expenses in the Statement of Activities and depreciation for the current year has been added.
- The liability for accrued compensated absences has been added to the Statement of Net Assets and the related expense has been included in the Statement of Activities.

Our analysis of the government-wide financial statements of Lake-Sumter EMS begins below. The Statement of Net Assets and the Statement of Activities report the net assets of Lake-Sumter EMS and changes in them. Over time, increases or decreases in Lake-Sumter EMS net assets are one indicator of financial position. However, you will need to consider other financial factors, such as changes in economic conditions, regulations, and new or changed government legislation.

### Lake-Sumter EMS Net Assets

	<u>2008</u>	<u>2009</u>
Current and other assets	\$5,055,440	\$4,942,635
Capital assets, net	5,055,598	5,202,921
Total assets	<u>10,111,038</u>	<u>10,145,556</u>
Current liabilities	2,069,443	1,509,013
Total liabilities	<u>2,069,443</u>	<u>1,509,013</u>
<b>Net Assets</b>		
Invested in capital assets	5,055,598	5,202,921
Unrestricted	2,985,997	3,433,622
Total net assets	<u><u>\$8,041,595</u></u>	<u><u>\$8,636,543</u></u>

Current assets of Lake-Sumter EMS consist of pooled cash and investments of \$2,528,381, trade accounts receivable, net of uncollectible amounts of \$2,200,807, receivables from other governments of \$9,399, inventory of \$201,685, and prepaid expenses of \$2,363. Non-current assets consist of capital assets, net of accumulated depreciation of \$5,202,921.

Current liabilities consist of \$901,706 of accounts payable and accrued liabilities, and \$607,307 of short-term, accrued compensated absences.

Net assets amounted to \$8,636,543 in fiscal year 2009. A major component of this category is Lake-Sumter EMS investment in capital assets of \$5,202,921 (original cost less accumulated depreciation). Lake-Sumter EMS also has unrestricted net assets of \$3,433,622, which can be used to fund ongoing operations.

While the Statement of Net Assets shows the change in financial position of net assets, the Statement of Activities provides answers as to the nature and source of these changes.

### Lake-Sumter EMS Statement of Activities

	2008	2009
Revenues:		
Program revenues:		
Contributions from member counties	\$11,114,293	\$11,114,293
Charges for services, net	12,643,419	13,589,165
Operating grants	95,789	386,838
Other	204,241	202,155
Total net revenues	24,057,742	25,292,451
Expenses:		
Current	23,049,939	23,647,282
Depreciation	989,841	1,050,221
Total expenses	24,039,780	24,697,503
Change in net assets	17,962	594,948
Beginning net assets	8,023,633	8,041,595
Ending net assets	\$8,041,595	\$8,636,543

Revenues consist primarily of contributions from Lake and Sumter counties of \$11,114,293 and charges for services, net of allowances of \$13,589,165.

Current expenses consist primarily of \$17,755,725 in personal services, which include salaries, wages, related taxes, and fringe benefits paid to Lake-Sumter EMS personnel during fiscal year 2009.

## Analysis of Lake-Sumter EMS General Fund

Lake-Sumter EMS has one fund, the General Fund, which is reported in the Fund Financial Statement column. The focus of the General Fund is to provide information on near-term inflows and outflows of cash and the balance available. The unreserved fund balance serves as a measure of the resources available for spending for the next fiscal year. The unreserved fund balance was \$3,839,244 at September 30, 2009, compared to \$3,455,577 at the end of the prior year. The following is a comparison of operations from 2008 to 2009 at the fund level:

### Lake-Sumter EMS Comparative Statement of Revenues, Expenditures and Changes in Fund Balance Years Ended September 30, 2008 and 2009

	2008	2009	Variance Increase (Decrease)
Revenues:			
Contributions from member counties	\$11,114,293	\$11,114,293	\$ —
Charges for services	18,851,823	20,247,218	1,395,395
Intergovernmental revenue - operating	95,789	386,838	291,049
Investment income	92,848	67,458	(25,390)
Miscellaneous income	133,602	169,152	35,550
Total revenues	30,288,355	31,984,959	1,696,604
Less contractual allowances	3,805,456	3,364,477	(440,979)
Less bad debt expense	2,402,948	3,293,576	890,628
Net revenues	24,079,951	25,326,906	1,246,955
Expenditures:			
Personal services	16,922,881	17,784,807	861,926
Operating	5,848,225	5,751,110	(97,115)
Capital outlay	1,232,042	1,231,999	(43)
Administrative fee	196,474	196,474	—
Total expenditures	24,199,622	24,964,390	764,768
Excess of revenues over (under) expenditures	(119,671)	362,516	482,187
Fund balance beginning of year	3,755,981	3,622,386	(133,595)
Change in reserve for inventory	(13,924)	56,027	69,951
Fund balance end of year	\$3,622,386	\$4,040,929	\$ 418,543

There was no change in the allocation of contributions from member counties, as transports remained constant in each county. The percentage of transports in each county determines the percentage each entity contributes to Lake-Sumter EMS. Call volume in Lake County held steady at 77% and call volume in Sumter County remained at 23%.

Charges for services increased \$1,395,395, due to increased call volume and an increase in the average charge per transport from \$526 to \$532. Bad debt expense increased by \$890,628 due to a large write-off of collection agency receivables in fiscal year 2009.

Intergovernmental revenue was higher than the prior year by \$291,049 primarily due to a state grant for equipment.

Miscellaneous income was higher than the prior year by \$35,550 primarily due to insurance proceeds received for an ambulance damaged in an accident.

Personal services increased \$861,926 due to additional staff, employee raises, and the hiring of a full-time medical director. Medical director services were contracted out in prior years and reported as an operating expense of the organization. This change primarily accounted for the \$97,115 decrease in operating expenses.

### **General Fund Budgetary Highlights**

Differences between the original and the final amended budget for expenditures of \$565,357 relate primarily to \$155,242 cash carried forward from the prior year for operating expenditures, \$333,760 from grants for additional capital purchases, and \$65,700 for a child passenger safety program funded by a grant.

Differences between the final amended budget and actual results are included on page 21 of the accompanying financial statements. The significant variances are discussed below:

- Charges for services were \$557,906 higher than budgeted, due to higher call volume and an increase in the average charge per transport from \$526 to \$532 per trip.
- Contractual allowances were \$834,307 less than budget, due to an increase in the Medicare allowable rate. This was offset by an increase in bad debt expense, which was \$220,221 higher than budget, due to a large write-off of collection agency receivables.
- Personal services were \$483,723 less than budgeted primarily due to a combined savings in regular salaries and overtime in the amount of \$314,903 and a savings of \$130,595 in the cost of life and health insurance. This can be primarily attributed to vacant positions.
- Operating expenditures were \$1,047,721 less than budgeted. The most significant savings consisted of \$404,946 from deferred purchases in the areas of repairs/maintenance, office/operating supplies and books, dues and publications; \$291,600 in fuel, due to a

drop in fuel prices; \$75,157 in professional services, due to a change in the medical director from a contracted position to an employee; \$54,462 in property and equipment leases, due to increased co-sharing of facilities with other governmental agencies; \$49,288 in collection fees due to fewer accounts being referred to collections; \$43,805 in the cost of uniforms due to improved inventory control; and a \$126,555 savings in contractual services, communications/freight, insurance premiums, and paging/cellular services due to re-negotiation of rates and services.

**Capital Assets and Long-Term Debt**

*Capital Assets*

As of September 30, 2009, Lake-Sumter EMS had \$5,202,921 (net) invested in capital assets. Capital assets consist of vehicles and equipment used by the organization in its daily operations. All office and maintenance space is leased.

**Lake-Sumter EMS Capital Assets**

	<u>2008</u>	<u>2009</u>
Equipment	\$9,344,758	\$10,138,562
Accumulated depreciation	(4,289,160)	(4,935,641)
Capital assets, net	<u>\$5,055,598</u>	<u>\$ 5,202,921</u>

During 2009, equipment additions amounting to \$1,231,999 consisted of the following:

- Multiple ambulance re-chassis that cost approximately \$422,802.
- Purchase of auto pulse non-invasive cardiac support pump equipment in the amount of \$455,500 using state grant funds.
- A variety of field equipment totaling \$123,957 that included life packs, autovents, pumps, stretchers, lifts and lightbars.
- Chassis retrofits for support vehicles that cost approximately \$25,657.
- Network and communication infrastructure improvements totaling \$204,083.

### *Long-Term Debt – Compensated Absences*

Lake-Sumter EMS full-time employees accumulate paid days off. Upon termination of employment, employees can receive a cash benefit for accumulated leave, up to a maximum of 240 hours. The cost of accumulated paid days off, including fringe benefits, is accrued only to the extent that the leave will result in cash payments at termination. At September 30, 2009, Lake-Sumter EMS had \$607,307 in accrued compensated absences, all of which is considered to be due in the next fiscal year.

For more detailed information regarding Lake-Sumter EMS capital assets and long-term debt, please refer to the notes to the financial statements.

### **Economic Factors and Next Year's Budget and Rates**

- At September 30, 2009, the unemployment rate for Lake County was 12.3% and 9.0% for Sumter County. This is compared to 11.2% for the state and 9.5% for the nation.
- At September 30, 2009 inflation nationally, as indicated by the consumer price index, was -1.3%.

All of these factors were considered in preparing Lake-Sumter EMS budget for the 2009-2010 year. The Lake-Sumter EMS Board adopted the 2010 budget at its June 3, 2009 meeting. In the 2010 budget, funding from Lake and Sumter counties decreased. Lake County's funding dropped \$829,261 to \$7,728,745, and Sumter County's funding dropped \$115,631 to \$2,440,656. Operating expenditures for the cost of ALS services provided by other entities in the amount of \$759,121 was removed from the Lake-Sumter EMS budget and will be paid directly from the Lake County Ambulance MSTU on behalf of Lake-Sumter EMS. The amount of cash carried forward from 2009 was estimated at \$2,500,000.

### **Requests for Information**

This financial report is designed to provide a general overview of Lake-Sumter EMS finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Office of the Clerk of Courts, 315 West Main Street, Post Office Box 7800, Tavares, Florida 32778, or call (352)-343-9808.

# Basic Financial Statements

Lake-Sumter Emergency Medical Services, Inc.

Governmental Funds Balance Sheet –  
Statement of Net Assets

September 30, 2009

	<b>Governmental Funds Balance Sheet – General Fund</b>	<b>Adjustments (Note 2)</b>	<b>Statement of Net Assets</b>
<b>Assets</b>			
Current assets:			
Pooled cash and investments	\$2,528,381	\$ –	\$2,528,381
Trade accounts receivable, net	2,200,807	–	2,200,807
Due from member county	2,945	–	2,945
Due from other governments	6,454	–	6,454
Inventory	201,685	–	201,685
Other assets	2,363	–	2,363
Noncurrent assets:			
Capital assets, net	–	5,202,921	5,202,921
<b>Total assets</b>	<b>\$4,942,635</b>	<b>\$5,202,921</b>	<b>\$10,145,556</b>
<b>Liabilities and fund balances/Net assets</b>			
Current liabilities:			
Accounts payable	\$ 421,327	\$ –	\$ 421,327
Accrued liabilities	480,379	–	480,379
Compensated absences, current	–	607,307	607,307
<b>Total liabilities</b>	<b>901,706</b>	<b>607,307</b>	<b>1,509,013</b>
Fund balances/Net assets:			
Fund balances:			
Reserved for inventory	201,685	(201,685)	
Unreserved	3,839,244	(3,839,244)	
<b>Total fund balances</b>	<b>4,040,929</b>	<b>(4,040,929)</b>	
<b>Total liabilities and fund balances</b>	<b>\$4,942,635</b>		
Net assets:			
Invested in capital assets		5,202,921	5,202,921
Unrestricted		3,433,622	3,433,622
<b>Total net assets</b>		<b>\$8,636,543</b>	<b>\$8,636,543</b>

*The notes to the financial statements are an integral part of this statement.*

Lake-Sumter Emergency Medical Services, Inc.

Statement of Governmental Fund Revenues, Expenditures and  
Changes in Fund Balances – Statement of Activities

Year Ended September 30, 2009

	<b>Governmental Fund Balances - General Fund</b>	<b>Adjustments (Note 2)</b>	<b>Statement of Activities</b>
Revenues:			
Contributions from member counties	\$ 11,114,293	\$ –	\$ 11,114,293
Charges for services	20,247,218	–	20,247,218
Intergovernmental revenue-operating grants	386,838	–	386,838
Investment income	67,458	–	67,458
Miscellaneous income	169,152	(34,455)	134,697
Total revenues	31,984,959	(34,455)	31,950,504
Less contractual allowances	3,364,477	–	3,364,477
Less bad debt expense	3,293,576	–	3,293,576
Net revenues	25,326,906	(34,455)	25,292,451
Public safety expenditures:			
Personal services	17,784,807	(29,082)	17,755,725
Operating	5,751,110	(56,027)	5,695,083
Capital outlay	1,231,999	(1,231,999)	–
Depreciation expense	–	1,050,221	1,050,221
Administrative fee	196,474	–	196,474
Total expenditures/expenses	24,964,390	(266,887)	24,697,503
Excess of revenues over expenditures/ Change in net assets			
	362,516	232,432	594,948
Fund balances/Net assets at beginning of year	3,622,386	4,419,209	8,041,595
Change in reserve for inventory	56,027	(56,027)	–
Fund balance/Net assets at end of year	\$ 4,040,929	\$ 4,595,614	\$ 8,636,543

*The notes to the financial statements are an integral part of this statement.*

# Lake-Sumter Emergency Medical Services, Inc.

## Notes to Financial Statements

September 30, 2009

### **1. Summary of Significant Accounting Policies**

#### **Reporting Entity**

Lake-Sumter Emergency Medical Services, Inc. (Lake-Sumter EMS) was created pursuant to an interlocal agreement between Lake and Sumter counties under the provisions of Chapter 163, Florida Statutes. The interlocal agreement established a non-profit corporation to service Lake and Sumter counties by providing emergency medical services to the citizens of each county beginning October 1, 2000. The affairs of Lake-Sumter EMS are governed by a seven-member Board of Directors (Board) consisting of: one member each from the Sumter and Lake County Board of County Commissioners, one member each from a city commission within each county, one citizen from each county, and one representative from a hospital whose service area includes either county. Officers are elected by the Board except for the Treasurer, which shall be the Lake County Clerk of Courts (Clerk) for the duration of Lake-Sumter EMS's existence. As Treasurer, the Clerk is responsible for all funds of Lake-Sumter EMS, including the receipt and disbursement of all cash. The Clerk receives an administrative fee for this service.

Members of the Board serve without compensation. The Board employs an Executive Director, who is responsible for the daily operation of emergency medical services, including carrying out the Board's directives, hiring and firing employees, and preparing an annual operating budget.

Funding for Lake-Sumter EMS is provided by Lake and Sumter counties and from charges for services. All costs and expenses are prorated between the two counties based upon the number of transports each county received for the prior fiscal year. For fiscal year 2009, Lake County was responsible for 77% of such costs and expenses and Sumter County was responsible for 23% of such costs and expenses. Upon notification by the Treasurer that a budget deficit exists, both counties shall prorate the amount of the deficit, in accordance with the above allocation, and remit such payment to the Treasurer. In addition, Lake-Sumter EMS received \$149,790 in 2009 from Lake County for dispatch services.

# Lake Sumter Emergency Medical Services, Inc.

## Notes to Financial Statements (continued)

### 1. Summary of Significant Accounting Policies (continued)

#### Measurement Focus, Basis of Accounting and Financial Statement Presentation

These financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP).

Government-wide Financial Statements – The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets (statement of activities)) report information on all of the activities of Lake-Sumter EMS. Governments typically report activities as either *Governmental activities*, which normally are supported by taxes and intergovernmental revenues or *Business-type activities*, which rely to a significant extent on fees and charges for support. Lake-Sumter EMS reports only governmental activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Since Lake-Sumter EMS's primary mission (function) is public safety, all revenues and expenses are considered to be for this purpose, and the accompanying financial statements do not segregate beyond this function.

Because Lake-Sumter EMS has only governmental activities and only one function, it is considered to be a special-purpose government for financial reporting purposes under GAAP. As such, the government-wide financial statements are presented together with the governmental fund financial statements, described below, with an adjustment column presented to reconcile the two sets of statements.

Governmental Fund Financial Statements – Lake-Sumter EMS has one governmental fund type, which is the General Fund. The General Fund is the primary operating fund used to account for all resources and operations. Governmental funds are accounted for on a “spending” or “financial flow” measurement focus. This means that only current assets and current liabilities are generally included on the balance sheet. Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

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

# Lake Sumter Emergency Medical Services, Inc.

## Notes to Financial Statements (continued)

### 1. Summary of Significant Accounting Policies (continued)

#### Measurement Focus, Basis of Accounting and Financial Statement Presentation (continued)

Government-wide Financial Statements – 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 at the time liabilities are incurred, regardless of when the related cash flows take place.

Governmental Fund Financial Statements – The General Fund is accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual; that is, when they are measurable and available.

Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, Lake-Sumter EMS generally considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are generally recorded when the related liability is incurred. Revenues primarily consist of charges for services and contributions from Lake and Sumter counties. Both of these revenues are susceptible to accrual.

#### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

#### Budgets and Budgetary Accounting

The budget is prepared annually by the Executive Director and presented to the Board for approval no later than May 1 of the current year. The budget is prepared on the modified accrual basis of accounting and on a basis consistent with accounting principles generally accepted in the United States of America. Budget amendments are defined as major object code changes that either increase or decrease the total budget. Expenditures may not exceed appropriations at the major object code level. Budget transfers between major object codes must be approved by the Board. A legally adopted budget is prepared for the General Fund.

# Lake Sumter Emergency Medical Services, Inc.

## Notes to Financial Statements (continued)

### 1. Summary of Significant Accounting Policies (continued)

#### **Pooled Cash and Investments**

Pooled cash and investments are stated at fair value. Miscellaneous income includes interest earnings and realized and unrealized gains and losses on investments.

#### **Accounts Receivable**

Trade receivables consist of billings to Medicare, Medicaid, third-party providers, and individuals for ambulance transport. Trade accounts receivable in excess of 90 days are generally sent to a collection agency. Trade accounts receivable are shown net of a third-party contractual allowance and an allowance for doubtful accounts. The contractual allowance is estimated based on contractual percentages by payor type. The allowance for doubtful accounts is estimated at 21% of current billings, 43% of current billings over 90 days, 93% of all collection agency accounts and 100% of the remaining receivables.

#### **Inventory**

Inventory is stated at the lower of cost (first-in, first-out) or market and consists primarily of medical and other supplies. Expenditures are recorded at the time the item is purchased under the purchase method in the governmental fund financial statements. In the government-wide financial statements, inventories are reported using the consumption method, or when used.

#### **Capital Assets**

Capital assets, which include vehicles and equipment, are recorded as capital outlay expenditures in the General Fund at the time goods are received and a liability is incurred. These assets are then capitalized at cost in the statement of net assets. Donated capital assets are recorded in the statement of net assets at fair value at the time received. The capitalization threshold set by Lake-Sumter EMS is \$1,000. Capital assets are depreciated using the straight-line method over six years for vehicles and computers and over ten years for furniture and other equipment. The depreciation expense is recorded in the statement of activities.

Lake Sumter Emergency Medical Services, Inc.

Notes to Financial Statements (continued)

**1. Summary of Significant Accounting Policies (continued)**

**Compensated Absences**

All full-time employees are granted paid days off. Paid days off can be accumulated. Upon termination of employment, the employee can receive a cash benefit, based upon the employee's current wage rate and the paid days off not taken, up to a maximum of 240 hours.

Lake-Sumter EMS records accumulated leave and the related fringe benefit at year-end based on each employee's unused hours and rate of pay. All amounts are expected to be paid within one year and are classified as current.

**Fund Balance/Net Assets**

Reserved fund balance represents that portion of fund balance that cannot be appropriated for expenditure or are legally segregated for a specific future use.

Investment in capital assets represents that portion of net assets that is associated with capital assets and is, therefore, not available for general operations.

**2. Reconciliation Between the Fund Financial Statements and the Government-Wide Financial Statements**

The following is a reconciliation between the Governmental Funds Balance Sheet and the Statement of Net Assets at September 30, 2009:

Fund balances	\$4,040,929
Add capital assets, net of accumulated depreciation as they are not financial resources and are therefore not reported in the funds	5,202,921
Less compensated absences, not available for current use as they are not due and payable in the current period and are therefore not reported as liabilities in the funds	<u>(607,307)</u>
Net assets	<u><u>\$8,636,543</u></u>

# Lake Sumter Emergency Medical Services, Inc.

## Notes to Financial Statements (continued)

### 2. Reconciliation Between the Fund Financial Statements and the Government-Wide Financial Statements (continued)

The following is a reconciliation between the Statement of Governmental Funds Revenues, Expenditures and Changes in Fund Balances and the Statement of Activities for the fiscal year ended September 30, 2009:

Excess of revenues over expenditures	\$ 362,516
Add capital outlay expenditures as the cost of assets is allocated over their useful lives in the Statement of Activities	1,231,999
Less current-year depreciation on capital assets as the Governmental Funds Statements record an expenditure at the time of purchase	(1,050,221)
The net effect of miscellaneous transactions involving capital assets is to decrease net assets	(34,455)
Net change in compensated absences	29,082
Adjustments and expenses not requiring the use of current financial resources	56,027
Change in net assets	<u>\$ 594,948</u>

### 3. Bank Deposits and Investments

Lake-Sumter EMS's pooled cash and investments account is combined with the pooled cash and investments of Lake County (County). The County's deposits consist of interest bearing demand accounts and certificates of deposit, all of which were entirely covered by federal depository insurance or by a multiple financial institution collateral pool pursuant to the Public Depository Security Act of the State of Florida. This Act requires that the County maintain deposits only in "qualified public depositories". All qualified public depositories must deposit with the State Treasurer eligible collateral in such amounts as required by the Act. In addition, qualified public depositories are required under the Act to assume mutual responsibility against loss caused by the default or insolvency of other qualified public depositories of the same type. Should a default or insolvency occur, the State Treasurer will implement procedures for payment of losses according to the validated claims of the County.

Excess operating funds are placed in various investments authorized by the Florida Statutes. Authorized investments include interest bearing time deposits, direct obligations of the U.S. Government, and obligations of certain government supported enterprises. Interest earned from investments with pooled cash is allocated to each of the participating County and Lake-Sumter EMS funds based on the fund's average daily equity balance. The County financial statements contain full disclosure regarding the County's deposits and investments.

Lake Sumter Emergency Medical Services, Inc.

Notes to Financial Statements (continued)

**4. Accounts Receivable**

Trade accounts receivable consist of the following:

Medicare	\$ 1,048,791
Medicaid	152,697
Contract	22,821
Private pay	957,364
Commercial	627,731
Collections	2,444,034
Gross receivables	<u>5,253,438</u>
Less allowance for doubtful accounts	<u>(3,052,631)</u>
Net receivables	<u>\$ 2,200,807</u>

**5. Capital Assets**

A summary of the changes in capital assets follows:

	<b>Balance October 1, 2008</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance September 30, 2009</b>
Depreciable assets:				
Equipment	\$ 9,344,758	\$ 1,231,999	\$ (438,195)	\$ 10,138,562
Less accumulated depreciation	(4,289,160)	(1,050,221)	403,740	(4,935,641)
Capital assets, net	<u>\$ 5,055,598</u>	<u>\$ 181,778</u>	<u>\$ (34,455)</u>	<u>\$ 5,202,921</u>

**6. Leases**

Lake-Sumter EMS leases certain building and office facilities under non-cancelable operating leases. Total costs for such leases were \$322,135 for the year ended September 30, 2009. The future minimum lease payments for these leases are \$314,285 and \$117,217 for the fiscal years ended September 30, 2010 and 2011, respectively.

# Lake Sumter Emergency Medical Services, Inc.

## Notes to Financial Statements (continued)

### 7. Compensated Absences

A summary of changes in compensated absences follows:

Balance at October 1, 2008	\$ 636,389
Additions	1,056,429
Payments	<u>(1,085,511)</u>
Balance at September 30, 2009 – All current	<u>\$ 607,307</u>

### 8. Employees' Retirement Plan

Substantially all full-time employees participate in a defined contribution pension plan established by Lake-Sumter EMS to provide benefits at retirement to all eligible employees. At September 30, 2009, there were 280 plan members. Plan members are not required to contribute. Lake-Sumter EMS is required to contribute 8% of annual covered payroll. Employer contributions for the years ended September 30, 2009, 2008 and 2007 were \$921,203, \$863,188, and \$687,644, respectively. Plan provisions and contribution requirements are established and may be amended by the Lake-Sumter EMS Board.

### 9. Commitments and Contingencies

#### Risk Management

Lake-Sumter EMS is exposed to various risks related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Employee health coverage is provided by Sumter County's self-insured fund. The amounts paid for the year ended September 30, 2009 was \$2,114,983. Lake-Sumter EMS's contributions to the fund are considered expenditures when the liability is incurred. Contributions are based on prior claims experience and allocated expenses. General liability, automobile, worker's compensation, and property coverage is provided under commercial policies.

#### Federal Disaster Funding

In prior years, Lake-Sumter EMS received \$563,670 in reimbursement from the Federal Emergency Management Agency (FEMA) for expenses incurred during the hurricanes that occurred in 2004. FEMA is in the process of reviewing these expenses and has questioned a portion of the reimbursements made. Lake-Sumter EMS plans to contest FEMA's findings and has hired a consultant to assist them with defending this issue.

## Required Supplementary Information

Lake-Sumter Emergency Medical Services, Inc.

Schedule of Revenues, Expenditures and Changes in Fund Balances –  
Budget and Actual – General Fund

Year Ended September 30, 2009

	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance Positive (Negative)</b>
<b>Revenues:</b>				
Contributions from member counties	\$ 11,114,293	\$ 11,114,293	\$ 11,114,293	\$ –
Charges for services	19,689,312	19,689,312	20,247,218	557,906
Intergovernmental revenue	–	399,460	386,838	(12,622)
Investment income	60,000	60,000	67,458	7,458
Miscellaneous income	101,173	122,165	169,152	46,987
<b>Total revenues</b>	<b>30,964,778</b>	<b>31,385,230</b>	<b>31,984,959</b>	<b>599,729</b>
Less contractual allowances	4,198,784	4,198,784	3,364,477	834,307
Less bad debt expense	3,073,355	3,073,355	3,293,576	(220,221)
<b>Net revenues</b>	<b>23,692,639</b>	<b>24,113,091</b>	<b>25,326,906</b>	<b>1,213,815</b>
<b>Expenditures:</b>				
Personal services	18,222,822	18,268,530	17,784,807	483,723
Operating	6,490,539	6,798,831	5,751,110	1,047,721
Capital outlay	1,157,804	1,369,161	1,231,999	137,162
Administrative fee	196,474	196,474	196,474	–
<b>Total expenditures</b>	<b>26,067,639</b>	<b>26,632,996</b>	<b>24,964,390</b>	<b>1,668,606</b>
Excess of revenues over (under) expenditures	(2,375,000)	(2,519,905)	362,516	2,882,421
 <b>Other financing uses:</b>				
Reserve for contingencies	(125,000)	(935,671)	–	935,671
<b>Total other financing uses</b>	<b>(125,000)</b>	<b>(935,671)</b>	<b>–</b>	<b>935,671</b>
Excess of revenues over (under) expenditures	(2,500,000)	(3,455,576)	362,516	3,818,092
Fund balance at beginning of year	2,500,000	3,455,576	3,622,386	166,810
Change in reserve for inventory	–	–	56,027	56,027
<b>Fund balance at end of year</b>	<b>\$ –</b>	<b>\$ –</b>	<b>\$4,040,929</b>	<b>\$4,040,929</b>

Lake-Sumter Emergency Medical Services, Inc.

Notes to Required Supplementary Information

September 30, 2009

**1. Summary of Significant Accounting Policies**

**Budgetary Process**

The budget is prepared annually by the Executive Director and presented to the Board for approval no later than May 1 of the current year. The budget is prepared on the modified accrual basis of accounting and on a basis consistent with accounting principles generally accepted in the United States of America.

Expenditures may not exceed appropriations at the major object code level. Budget amendments are defined as major object code changes that either increase or decrease the total budget. Budget Amendments must be approved by the Board. A legally adopted budget is prepared for the General Fund.

## Other Reports



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

Honorable Members of  
Lake-Sumter Emergency Medical Services, Inc.  
Mount Dora, Florida

We have audited the financial statements of Lake-Sumter Emergency Medical Services, Inc. (Lake-Sumter EMS), as of and for the year ended September 30, 2009, and have issued our report thereon dated January 20, 2010. 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.

***Internal Control over Financial Reporting***

In planning and performing our audit, we considered Lake-Sumter EMS's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Lake-Sumter EMS's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Lake-Sumter EMS's internal control over financial reporting.

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.

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 over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Honorable Members of  
Lake-Sumter Emergency Medical Services, Inc.

***Compliance and Other Matters***

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

This report is intended solely for the information and use of Lake-Sumter EMS's Board of Directors, management, and federal and state awarding agencies and is not intended to be, and should not be, used by anyone other than these specified parties.

Moore Stephens Lovelace, P.A.

Certified Public Accountants

Orlando, Florida  
January 20, 2010