1

2

3

4

5

6

7

8

9

10

11

12

1314

15

16

17

18 19

20

21

22

23

24

25

A bill to be entitled An act relating to government accountability; amending s. 11.40, F.S.; specifying that the Governor, the Commissioner of Education, or the designee of the Governor or of the commissioner, may notify the Legislative Auditing Committee of an entity's failure to comply with certain auditing and financial reporting requirements; amending s. 11.45, F.S.; defining the terms "abuse," "fraud," and "waste"; revising the definition of the term "local governmental entity"; excluding water management districts from certain audit requirements; removing a cross-reference; authorizing the Auditor General to conduct audits of tourist development councils and county tourism promotion agencies; revising reporting requirements applicable to the Auditor General; amending s. 28.35, F.S.; revising reporting requirements applicable to the Florida Clerks of Court Operations Corporation; amending s. 43.16, F.S.; revising the responsibilities of the Justice Administrative Commission, each state attorney, each public defender, the criminal conflict and civil regional counsel, the capital collateral regional counsel, and the Guardian Ad Litem Program, to include the establishment and maintenance of certain internal

Page 1 of 40

26

27

28

29

30

31

32

33

34

35

36

37

38 39

40

41

42

43

44

45

46 47

48

49 50

controls; amending s. 112.061, F.S.; revising certain lodging rates for the purpose of reimbursement to specified employees; authorizing an employee to expend his or her funds for certain lodging expenses; defining the term "statewide travel management system"; requiring agencies and the judicial branch to report certain travel information of public officers and employees in the statewide travel management system; requiring executive branch state agencies and the judicial branch to use the statewide travel management system for certain purposes; amending ss. 129.03, 129.06, and 166.241, F.S.; requiring counties and municipalities to maintain certain budget documents on the entities' websites for a specified period; amending s. 215.86, F.S.; revising the purposes for which management systems and internal controls must be established and maintained by each state agency and the judicial branch; amending s. 215.97, F.S.; revising certain audit threshold requirements; amending s. 215.985, F.S.; revising the requirements for a monthly financial statement provided by a water management district; amending s. 218.32, F.S.; revising the requirements of the annual financial audit report of a local governmental entity; authorizing the Department of Financial Services to

Page 2 of 40

51

52

53

54

55

56

5758

59

60

61

62

63

64

65

66

67

68

69

70

71

72

73

74

75

request additional information from a local governmental entity; requiring a local governmental entity to respond to such requests within a specified timeframe; requiring the department to notify the Legislative Auditing Committee of noncompliance; amending s. 218.33, F.S.; requiring local governmental entities to establish and maintain internal controls to achieve specified purposes; amending s. 218.39, F.S.; requiring an audited entity to respond to audit recommendations under specified circumstances; amending s. 218.391, F.S.; revising membership for the audit committee; prohibiting an audit committee member from being an employee, a chief executive officer, or a chief financial officer of the respective governmental entity; amending s. 286.0114, F.S.; prohibiting a board or commission from requiring an advance copy of testimony or comments from a member of the public as a precondition to being given the opportunity to be heard at a public meeting; amending s. 373.536, F.S.; deleting obsolete language; requiring water management districts to maintain certain budget documents on the districts' websites for a specified period; amending s. 1001.42, F.S.; authorizing additional internal audits as directed by the district school board; amending s. 1002.33, F.S.;

Page 3 of 40

76

77

78

79

80

81

82

83

84

85

86

87

88 89

90

91

92

93

94

95

96

97

98

99

100

revising the responsibilities of the governing board of a charter school to include the establishment and maintenance of internal controls; removing obsolete provisions; amending s. 1002.37, F.S.; requiring completion of an annual financial audit of the Florida Virtual School; specifying audit requirements; requiring an audit report to be submitted to the board of trustees of the Florida Virtual School and the Auditor General; deleting obsolete provisions; amending s. 1010.01, F.S.; requiring each school district, Florida College System institution, and state university to establish and maintain certain internal controls; amending s. 1010.30, F.S.; requiring a district school board, Florida College System institution board of trustees, or university board of trustees to respond to audit recommendations under certain circumstances; amending ss. 218.503 and 1002.455, F.S.; conforming provisions and crossreferences to changes made by the act; declaring that the act fulfills an important state interest; providing an effective date. Be It Enacted by the Legislature of the State of Florida:

Page 4 of 40

Section 1. Subsection (2) of section 11.40, Florida

Statutes, is amended to read:

- 11.40 Legislative Auditing Committee.
- (2) Following notification by the Auditor General, the Department of Financial Services, or the Division of Bond Finance of the State Board of Administration, the Governor or his or her designee, or the Commissioner of Education or his or her designee of the failure of a local governmental entity, district school board, charter school, or charter technical career center to comply with the applicable provisions within s. 11.45(5)-(7), s. 218.32(1), s. 218.38, or s. 218.503(3), the Legislative Auditing Committee may schedule a hearing to determine if the entity should be subject to further state action. If the committee determines that the entity should be subject to further state action, the committee shall:
- (a) In the case of a local governmental entity or district school board, direct the Department of Revenue and the Department of Financial Services to withhold any funds not pledged for bond debt service satisfaction which are payable to such entity until the entity complies with the law. The committee shall specify the date that such action must shall begin, and the directive must be received by the Department of Revenue and the Department of Financial Services 30 days before the date of the distribution mandated by law. The Department of Revenue and the Department of Financial Services may implement the provisions of this paragraph.

(b) In the case of a special district created by:

- 1. A special act, notify the President of the Senate, the Speaker of the House of Representatives, the standing committees of the Senate and the House of Representatives charged with special district oversight as determined by the presiding officers of each respective chamber, the legislators who represent a portion of the geographical jurisdiction of the special district, and the Department of Economic Opportunity that the special district has failed to comply with the law. Upon receipt of notification, the Department of Economic Opportunity shall proceed pursuant to s. 189.062 or s. 189.067. If the special district remains in noncompliance after the process set forth in s. 189.0651, or if a public hearing is not held, the Legislative Auditing Committee may request the department to proceed pursuant to s. 189.067(3).
- 2. A local ordinance, notify the chair or equivalent of the local general-purpose government pursuant to s. 189.0652 and the Department of Economic Opportunity that the special district has failed to comply with the law. Upon receipt of notification, the department shall proceed pursuant to s. 189.062 or s. 189.067. If the special district remains in noncompliance after the process set forth in s. 189.0652, or if a public hearing is not held, the Legislative Auditing Committee may request the department to proceed pursuant to s. 189.067(3).
  - 3. Any manner other than a special act or local ordinance,

Page 6 of 40

notify the Department of Economic Opportunity that the special district has failed to comply with the law. Upon receipt of notification, the department shall proceed pursuant to s. 189.062 or s. 189.067(3).

- (c) In the case of a charter school or charter technical career center, notify the appropriate sponsoring entity, which may terminate the charter pursuant to ss. 1002.33 and 1002.34.
- Section 2. Subsection (1), paragraph (j) of subsection (2), paragraph (u) of subsection (3), and paragraph (i) of subsection (7) of section 11.45, Florida Statutes, are amended, and paragraph (x) is added to subsection (3) of that section to read:
  - 11.45 Definitions; duties; authorities; reports; rules.-
  - (1) DEFINITIONS.—As used in ss. 11.40-11.51, the term:
- (a) "Abuse" means behavior that is deficient or improper when compared with behavior that a prudent person would consider a reasonable and necessary operational practice given the facts and circumstances. The term includes the misuse of authority or position for personal gain.
- $\underline{\text{(b)}}_{\text{(a)}}$  "Audit" means a financial audit, operational audit, or performance audit.
- (c) (b) "County agency" means a board of county commissioners or other legislative and governing body of a county, however styled, including that of a consolidated or metropolitan government, a clerk of the circuit court, a

Page 7 of 40

separate or ex officio clerk of the county court, a sheriff, a property appraiser, a tax collector, a supervisor of elections, or any other officer in whom any portion of the fiscal duties of a body or officer expressly stated in this paragraph are the above are under law separately placed by law.

- (d) (e) "Financial audit" means an examination of financial statements in order to express an opinion on the fairness with which they are presented in conformity with generally accepted accounting principles and an examination to determine whether operations are properly conducted in accordance with legal and regulatory requirements. Financial audits must be conducted in accordance with auditing standards generally accepted in the United States and government auditing standards as adopted by the Board of Accountancy. When applicable, the scope of financial audits <u>must shall</u> encompass the additional activities necessary to establish compliance with the Single Audit Act Amendments of 1996, 31 U.S.C. ss. 7501-7507, and other applicable federal law.
- (e) "Fraud" means obtaining something of value through willful misrepresentation, including, but not limited to, the intentional misstatements or intentional omissions of amounts or disclosures in financial statements to deceive users of financial statements, theft of an entity's assets, bribery, or the use of one's position for personal enrichment through the deliberate misuse or misapplication of an organization's

Page 8 of 40

## 201 resources.

- (f) (d) "Governmental entity" means a state agency, a county agency, or any other entity, however styled, that independently exercises any type of state or local governmental function.
- (g) (e) "Local governmental entity" means a county agency, municipality, tourist development council, county tourism promotion agency, or special district as defined in s. 189.012.

  The term, but does not include any housing authority established under chapter 421.
- $\underline{\text{(h)}}$  "Management letter" means a statement of the auditor's comments and recommendations.
- (i)(g) "Operational audit" means an audit whose purpose is to evaluate management's performance in establishing and maintaining internal controls, including controls designed to prevent and detect fraud, waste, and abuse, and in administering assigned responsibilities in accordance with applicable laws, administrative rules, contracts, grant agreements, and other guidelines. Operational audits must be conducted in accordance with government auditing standards. Such audits examine internal controls that are designed and placed in operation to promote and encourage the achievement of management's control objectives in the categories of compliance, economic and efficient operations, reliability of financial records and reports, and safeguarding of assets, and identify weaknesses in those

Page 9 of 40

226 internal controls.

227

228

229

230

231

232233

234

235

236

237

238239

240

241

242

243

244

245

246

247

248

249250

- (j) (h) "Performance audit" means an examination of a program, activity, or function of a governmental entity, conducted in accordance with applicable government auditing standards or auditing and evaluation standards of other appropriate authoritative bodies. The term includes an examination of issues related to:
  - 1. Economy, efficiency, or effectiveness of the program.
- 2. Structure or design of the program to accomplish its goals and objectives.
- 3. Adequacy of the program to meet the needs identified by the Legislature or governing body.
- 4. Alternative methods of providing program services or products.
- 5. Goals, objectives, and performance measures used by the agency to monitor and report program accomplishments.
- 6. The accuracy or adequacy of public documents, reports, or requests prepared under the program by state agencies.
- 7. Compliance of the program with appropriate policies, rules, or laws.
- 8. Any other issues related to governmental entities as directed by the Legislative Auditing Committee.
- (k)(i) "Political subdivision" means a separate agency or unit of local government created or established by law and includes, but is not limited to, the following and the officers

Page 10 of 40

thereof: authority, board, branch, bureau, city, commission, consolidated government, county, department, district, institution, metropolitan government, municipality, office, officer, public corporation, town, or village.

- (1)(j) "State agency" means a separate agency or unit of state government created or established by law and includes, but is not limited to, the following and the officers thereof: authority, board, branch, bureau, commission, department, division, institution, office, officer, or public corporation, as the case may be, except any such agency or unit within the legislative branch of state government other than the Florida Public Service Commission.
- (m) "Waste" means the act of using or expending resources unreasonably, carelessly, extravagantly, or for no useful purpose.
  - (2) DUTIES.—The Auditor General shall:
- (j) Conduct audits of local governmental entities when determined to be necessary by the Auditor General, when directed by the Legislative Auditing Committee, or when otherwise required by law. No later than 18 months after the release of the audit report, the Auditor General shall perform such appropriate followup procedures as he or she deems necessary to determine the audited entity's progress in addressing the findings and recommendations contained within the Auditor General's previous report. The Auditor General shall notify each

Page 11 of 40

member of the audited entity's governing body and the Legislative Auditing Committee of the results of his or her determination. For purposes of this paragraph, local governmental entities do not include water management districts.

- The Auditor General shall perform his or her duties independently but under the general policies established by the Legislative Auditing Committee. This subsection does not limit the Auditor General's discretionary authority to conduct other audits or engagements of governmental entities as authorized in subsection (3).
- (3) AUTHORITY FOR AUDITS AND OTHER ENGAGEMENTS.—The Auditor General may, pursuant to his or her own authority, or at the direction of the Legislative Auditing Committee, conduct audits or other engagements as determined appropriate by the Auditor General of:
  - (u) The Florida Virtual School pursuant to s. 1002.37.
- (x) Tourist development councils and county tourism promotion agencies.
  - (7) AUDITOR GENERAL REPORTING REQUIREMENTS.-
- (i) The Auditor General shall annually transmit by July 15, to the President of the Senate, the Speaker of the House of Representatives, and the Department of Financial Services, a list of all school districts, charter schools, charter technical career centers, Florida College System institutions, state

Page 12 of 40

universities, and <u>local governmental entities</u> water management districts that have failed to comply with the transparency requirements as identified in the audit reports reviewed pursuant to paragraph (b) and those conducted pursuant to subsection (2).

301

302

303

304

305

306

307

308

309

310

311

312

313

314

315

316

317

318

319

320

321322

323

324

325

Section 3. Paragraph (d) of subsection (2) of section 28.35, Florida Statutes, is amended to read:

- 28.35 Florida Clerks of Court Operations Corporation.-
- (2) The duties of the corporation shall include the following:
- Developing and certifying a uniform system of workload (d) measures and applicable workload standards for court-related functions as developed by the corporation and clerk workload performance in meeting the workload performance standards. These workload measures and workload performance standards shall be designed to facilitate an objective determination of the performance of each clerk in accordance with minimum standards for fiscal management, operational efficiency, and effective collection of fines, fees, service charges, and court costs. The corporation shall develop the workload measures and workload performance standards in consultation with the Legislature. When the corporation finds a clerk has not met the workload performance standards, the corporation shall identify the nature of each deficiency and any corrective action recommended and taken by the affected clerk of the court. For quarterly periods

Page 13 of 40

ending on the last day of March, June, September, and December of each year, the corporation shall notify the Legislature of any clerk not meeting workload performance standards and provide a copy of any corrective action plans. Such notifications shall be submitted no later than 45 days after the end of the preceding quarterly period. As used in this subsection, the term:

- 1. "Workload measures" means the measurement of the activities and frequency of the work required for the clerk to adequately perform the court-related duties of the office as defined by the membership of the Florida Clerks of Court Operations Corporation.
- 2. "Workload performance standards" means the standards developed to measure the timeliness and effectiveness of the activities that are accomplished by the clerk in the performance of the court-related duties of the office as defined by the membership of the Florida Clerks of Court Operations Corporation.
- Section 4. Subsections (6) and (7) of section 43.16, Florida Statutes, are renumbered as subsections (7) and (8), respectively, and a new subsection (6) is added to that section to read:
- 43.16 Justice Administrative Commission; membership, powers and duties.—
  - (6) The commission, each state attorney, each public

Page 14 of 40

351	defender, the criminal conflict and civil regional counsel, the
352	capital collateral regional counsel, and the Guardian Ad Litem
353	Program shall establish and maintain internal controls designed
354	to:
355	(a) Prevent and detect fraud, waste, and abuse as defined
356	in s. 11.45(1).
357	(b) Promote and encourage compliance with applicable laws,
358	rules, contracts, grant agreements, and best practices.
359	(c) Support economical and efficient operations.
360	(d) Ensure reliability of financial records and reports.
361	(e) Safeguard assets.
362	Section 5. Subsection (6) of section 112.061, Florida
363	Statutes, is amended, and subsection (16) is added to that
364	section, to read:
365	112.061 Per diem and travel expenses of public officers,
366	employees, and authorized persons.—
367	(6) RATES OF PER DIEM AND SUBSISTENCE ALLOWANCE For
368	purposes of reimbursement rates and methods of calculation, per
369	diem and subsistence allowances are provided as follows:
370	(a) All travelers shall be allowed for subsistence when
371	traveling to a convention or conference or when traveling within
372	or outside the state in order to conduct bona fide state
373	business, which convention, conference, or business serves a
374	direct and lawful public purpose with relation to the public
375	agency served by the person attending such meeting or conducting

Page 15 of 40

such business, either of the following for each day of such 376 377 travel at the option of the traveler: 378 1. Eighty dollars per diem; or 379 If actual expenses exceed \$80, the amounts permitted in 380 paragraph (b) for subsistence, plus actual expenses for lodging 381 at a single-occupancy rate, except as provided in paragraph (c), 382 to be substantiated by paid bills therefor. 383 When lodging or meals are provided at a state institution, the 384 traveler shall be reimbursed only for the actual expenses of 385 386 such lodging or meals, not to exceed the maximum provided for in 387 this subsection. All travelers shall be allowed the following amounts 388 (b) 389 for subsistence while on Class C travel on official business as 390 provided in paragraph (5)(b): 391 Breakfast.....\$6 1. 392 2. Lunch......\$11 393 3. Dinner.....\$19 394 (c) Actual expenses for lodging associated with the 395 attendance of an employee of a state agency or the judicial branch at a meeting, conference, or convention organized or 396 397 sponsored in whole or in part by a state agency or the judicial branch may not exceed \$150 per day. However, an employee may 398 399 expend his or her own funds for any lodging expenses that exceed 400 \$150 per day.

Page 16 of 40

401

402

403

404

405

406

407

408

409

410

411

412

413

414

415

416

417

418

419

420

421

422

423

424

425

(d) <del>(c)</del> No one, whether traveling out of state or in state, shall be reimbursed for any meal or lodging included in a convention or conference registration fee paid by the state. (16) STATEWIDE TRAVEL MANAGEMENT SYSTEM.— (a) For purposes of this subsection, "statewide travel management system" means the system acquired by the Executive Office of the Governor to: 1. Standardize and automate agency travel management; 2. Allow for travel planning and approval, expense reporting, and reimbursement; and 3. Allow a person to query travel information by public employee or officer name and position title, purpose of travel, dates and location of travel, mode of travel, confirmation of agency head or designee authorization if required, and total travel cost. (b) All agencies and the judicial branch must report public officer and employee travel information in the statewide travel management system, including, but not limited to, officer or employee name and position title, purpose of travel, dates

(c) All executive branch state agencies and the judicial branch must use the statewide travel management system for

and location of travel, mode of travel, confirmation of agency

head or designee authorization if required, and total travel

cost. At a minimum, such information must be reported in the

statewide travel management system on a monthly basis.

Page 17 of 40

purposes of travel authorization and reimbursement.

Section 6. Paragraph (c) of subsection (3) of section 129.03, Florida Statutes, is amended to read:

- 129.03 Preparation and adoption of budget.-
- (3) The county budget officer, after tentatively ascertaining the proposed fiscal policies of the board for the next fiscal year, shall prepare and present to the board a tentative budget for the next fiscal year for each of the funds provided in this chapter, including all estimated receipts, taxes to be levied, and balances expected to be brought forward and all estimated expenditures, reserves, and balances to be carried over at the end of the year.
- (c) The board shall hold public hearings to adopt tentative and final budgets pursuant to s. 200.065. The hearings shall be primarily for the purpose of hearing requests and complaints from the public regarding the budgets and the proposed tax levies and for explaining the budget and any proposed or adopted amendments. The tentative budget must be posted on the county's official website at least 2 days before the public hearing to consider such budget and must remain on the website for at least 45 days. The final budget must be posted on the website within 30 days after adoption and must remain on the website for at least 2 years. The tentative budgets, adopted tentative budgets, and final budgets shall be filed in the office of the county auditor as a public record.

Page 18 of 40

Sufficient reference in words and figures to identify the particular transactions  $\underline{\text{must}}$  shall be made in the minutes of the board to record its actions with reference to the budgets.

Section 7. Paragraph (f) of subsection (2) of section 129.06, Florida Statutes, is amended to read:

129.06 Execution and amendment of budget.-

- (2) The board at any time within a fiscal year may amend a budget for that year, and may within the first 60 days of a fiscal year amend the budget for the prior fiscal year, as follows:
- (f) Unless otherwise prohibited by law, if an amendment to a budget is required for a purpose not specifically authorized in paragraphs (a)-(e), the amendment may be authorized by resolution or ordinance of the board of county commissioners adopted following a public hearing.
- 1. The public hearing must be advertised at least 2 days, but not more than 5 days, before the date of the hearing. The advertisement must appear in a newspaper of paid general circulation and must identify the name of the taxing authority, the date, place, and time of the hearing, and the purpose of the hearing. The advertisement must also identify each budgetary fund to be amended, the source of the funds, the use of the funds, and the total amount of each fund's appropriations.
- 2. If the board amends the budget pursuant to this paragraph, the adopted amendment must be posted on the county's

Page 19 of 40

official website within 5 days after adoption <u>and must remain on</u> the website for at least 2 years.

Section 8. Subsections (3) and (5) of section 166.241, Florida Statutes, are amended to read:

166.241 Fiscal years, budgets, and budget amendments.-

- (3) The tentative budget must be posted on the municipality's official website at least 2 days before the budget hearing, held pursuant to s. 200.065 or other law, to consider such budget and must remain on the website for at least 45 days. The final adopted budget must be posted on the municipality's official website within 30 days after adoption and must remain on the website for at least 2 years. If the municipality does not operate an official website, the municipality must, within a reasonable period of time as established by the county or counties in which the municipality is located, transmit the tentative budget and final budget to the manager or administrator of such county or counties who shall post the budgets on the county's website.
- (5) If the governing body of a municipality amends the budget pursuant to paragraph (4)(c), the adopted amendment must be posted on the official website of the municipality within 5 days after adoption and must remain on the website for at least 2 years. If the municipality does not operate an official website, the municipality must, within a reasonable period of time as established by the county or counties in which the

Page 20 of 40

501	municipality is located, transmit the adopted amendment to the
502	manager or administrator of such county or counties who shall
503	post the adopted amendment on the county's website.
504	Section 9. Section 215.86, Florida Statutes, is amended to
505	read:
506	215.86 Management systems and controls.—Each state agency
507	and the judicial branch as defined in s. 216.011 shall establish
508	and maintain management systems and internal controls designed
509	to:
510	(1) Prevent and detect fraud, waste, and abuse as defined
511	<u>in s. 11.45(1).</u> that
512	(2) Promote and encourage compliance with applicable laws,
513	rules, contracts, and grant agreements. +
514	(3) Support economical and economic, efficient, and
515	effective operations.+
516	(4) Ensure reliability of financial records and reports. $\div$
517	(5) Safeguard and safeguarding of assets. Accounting
518	systems and procedures shall be designed to fulfill the
519	requirements of generally accepted accounting principles.
520	Section 10. Paragraph (a) of subsection (2) of section
521	215.97, Florida Statutes, is amended to read:
522	215.97 Florida Single Audit Act
523	(2) As used in this section, the term:
524	(a) "Audit threshold" means the threshold amount used to
525	determine when a state single audit or project-specific audit of

Page 21 of 40

a nonstate entity shall be conducted in accordance with this section. Each nonstate entity that expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such nonstate entity shall be required to have a state single audit, or a project-specific audit, for such fiscal year in accordance with the requirements of this section.

Every 2 years the Auditor General, After consulting with the Executive Office of the Governor, the Department of Financial Services, and all state awarding agencies, the Auditor General shall periodically review the threshold amount for requiring audits under this section and may recommend any appropriate statutory change to revise the threshold amount in the annual report submitted pursuant to s. 11.45(7)(h) to the Legislature adjust such threshold amount consistent with the purposes of this section.

Section 11 Subsection (11) of section 215 985. Florida

Section 11. Subsection (11) of section 215.985, Florida Statutes, is amended to read:

- 215.985 Transparency in government spending.-
- (11) Each water management district shall provide a monthly financial statement in the form and manner prescribed by the Department of Financial Services to the district's its governing board and make such monthly financial statement available for public access on its website.
- Section 12. Paragraph (d) of subsection (1) and subsection (2) of section 218.32, Florida Statutes, are amended to read:

Page 22 of 40

218.32 Annual financial reports; local governmental entities.—

(1)

- (d) Each local governmental entity that is required to provide for an audit under s. 218.39(1) must submit a copy of the audit report and annual financial report to the department within 45 days after the completion of the audit report but no later than 9 months after the end of the fiscal year. In conducting an audit of a local governmental entity pursuant to s. 218.39, an independent certified public accountant shall determine whether the entity's annual financial report is in agreement with the audited financial statements. If the audited financial statements are not in agreement with the annual financial report, the accountant shall specify and explain the significant differences that exist between the audited financial statements and the annual financial report.
- (2) The department shall annually by December 1 file a verified report with the Governor, the Legislature, the Auditor General, and the Special District Accountability Program of the Department of Economic Opportunity showing the revenues, both locally derived and derived from intergovernmental transfers, and the expenditures of each local governmental entity, regional planning council, local government finance commission, and municipal power corporation that is required to submit an annual financial report. In preparing the verified report, the

Page 23 of 40

department may request additional information from the local governmental entity. The information requested must be provided to the department within 45 days after the request. If the local governmental entity does not comply with the request, the department shall notify the Legislative Auditing Committee, which may take action pursuant to s. 11.40(2). The report must include, but is not limited to:

- (a) The total revenues and expenditures of each local governmental entity that is a component unit included in the annual financial report of the reporting entity.
- (b) The amount of outstanding long-term debt by each local governmental entity. For purposes of this paragraph, the term "long-term debt" means any agreement or series of agreements to pay money, which, at inception, contemplate terms of payment exceeding 1 year in duration.

Section 13. Subsection (3) of section 218.33, Florida Statutes, is renumbered as subsection (4), and a new subsection (3) is added to that section to read:

- 218.33 Local governmental entities; establishment of uniform fiscal years and accounting practices and procedures.—
- (3) Each local governmental entity shall establish and maintain internal controls designed to:
- (a) Prevent and detect fraud, waste, and abuse as defined in s. 11.45(1).
  - (b) Promote and encourage compliance with applicable laws,

Page 24 of 40

601	rules, contracts, grant agreements, and best practices.
602	(c) Support economical and efficient operations.
603	(d) Ensure reliability of financial records and reports.
604	(e) Safeguard assets.
605	Section 14. Subsections (8) through (12) of section
606	218.39, Florida Statutes, are renumbered as subsections (9)
607	through (13), respectively, and a new subsection (8) is added to
608	that section to read:
609	218.39 Annual financial audit reports.—
610	(8) If the audit report includes a recommendation that was
611	included in the preceding financial audit report but remains
612	unaddressed, the governing body of the audited entity, within 60
613	days after the delivery of the audit report to the governing
614	body, shall indicate during a regularly scheduled public meeting
615	whether it intends to take corrective action, the intended
616	corrective action, and the timeframe for the corrective action.
617	If the governing body indicates that it does not intend to take
618	corrective action, it must explain its decision at the public
619	meeting.
620	Section 15. Subsection (2) of section 218.391, Florida
621	Statutes, is amended to read:
622	218.391 Auditor selection procedures.—
623	(2) The governing body of a <del>charter</del> county, municipality,
624	special district, district school board, charter school, or
625	charter technical career center shall establish an audit

Page 25 of 40

626 committee.

- (a) The audit committee for a county Each noncharter county shall establish an audit committee that, at a minimum, shall consist of each of the county officers elected pursuant to the county charter or s. 1(d), Art. VIII of the State Constitution, or their respective designees a designee, and one member of the board of county commissioners or its designee.
- (b) The audit committee for a municipality, special district, district school board, charter school, or charter technical career center shall consist of at least three members.

  One member of the audit committee must be a member of the governing body of an entity specified in this paragraph, who shall also serve as the chair of the committee.
- (c) An employee, chief executive officer, or chief financial officer of the county, municipality, special district, district school board, charter school, or charter technical career center may not serve as a member of an audit committee established under this subsection.
- (d) The primary purpose of the audit committee is to assist the governing body in selecting an auditor to conduct the annual financial audit required in s. 218.39; however, the audit committee may serve other audit oversight purposes as determined by the entity's governing body. The public <u>may shall</u> not be excluded from the proceedings under this section.
  - Section 16. Subsection (2) of section 286.0114, Florida

Page 26 of 40

Statutes, is amended to read:

651

652

653

654

655

656

657

658

659

660

661

662

663

664

665

666

667

668

669

670

671

672

673

674

675

286.0114 Public meetings; reasonable opportunity to be heard; attorney fees.—

(2) Members of the public shall be given a reasonable opportunity to be heard on a proposition before a board or commission. The opportunity to be heard need not occur at the same meeting at which the board or commission takes official action on the proposition if the opportunity occurs at a meeting that is during the decisionmaking process and is within reasonable proximity in time before the meeting at which the board or commission takes the official action. A board or commission may not require a member of the public to provide an advance written copy of his or her testimony or comments as a condition of being given the opportunity to be heard at a meeting. This section does not prohibit a board or commission from maintaining orderly conduct or proper decorum in a public meeting. The opportunity to be heard is subject to rules or policies adopted by the board or commission, as provided in subsection (4).

Section 17. Paragraph (e) of subsection (4), paragraph (d) of subsection (5), and paragraph (d) of subsection (6) of section 373.536, Florida Statutes, are amended to read:

373.536 District budget and hearing thereon.-

- (4) BUDGET CONTROLS; FINANCIAL INFORMATION. -
- (e) By September 1, 2012, Each district shall provide a

Page 27 of 40

monthly financial statement in the form and manner prescribed by the Department of Financial Services to the district's governing board and make such monthly financial statement available for public access on its website.

676

677

678

679

680

681

682

683

684

685

686

687

688

689

690

691

692

693

694

695

696

697

698

699700

- (5) TENTATIVE BUDGET CONTENTS AND SUBMISSION; REVIEW AND APPROVAL.—
- Each district shall, by August 1 of each year, submit for review a tentative budget and a description of any significant changes from the preliminary budget submitted to the Legislature pursuant to s. 373.535 to the Governor, the President of the Senate, the Speaker of the House of Representatives, the chairs of all legislative committees and subcommittees having substantive or fiscal jurisdiction over water management districts, as determined by the President of the Senate or the Speaker of the House of Representatives, as applicable, the secretary of the department, and the governing body of each county in which the district has jurisdiction or derives any funds for the operations of the district. The tentative budget must be posted on the district's official website at least 2 days before budget hearings held pursuant to s. 200.065 or other law and must remain on the website for at least 45 days.
- (6) FINAL BUDGET; ANNUAL AUDIT; CAPITAL IMPROVEMENTS PLAN; WATER RESOURCE DEVELOPMENT WORK PROGRAM.—
  - (d) The final adopted budget must be posted on the water

Page 28 of 40

management district's official website within 30 days after adoption and must remain on the website for at least 2 years.

701

702

703

704

705

706

707

708

709

710711

712

713

714

715

716

717

718719

720

721

722

723

724

725

Section 18. Paragraph (1) of subsection (12) of section 1001.42, Florida Statutes, is amended to read:

- 1001.42 Powers and duties of district school board.—The district school board, acting as a board, shall exercise all powers and perform all duties listed below:
- (12) FINANCE.—Take steps to assure students adequate educational facilities through the financial procedure authorized in chapters 1010 and 1011 and as prescribed below:
- (1) Internal auditor.—May employ an internal auditor to perform ongoing financial verification of the financial records of the school district and such other audits and reviews as the district school board directs for the purpose of determining:
- 1. The adequacy of internal controls designed to prevent and detect fraud, waste, and abuse as defined in s. 11.45(1).
- 2. Compliance with applicable laws, rules, contracts, grant agreements, district school board-approved policies, and best practices.
  - 3. The efficiency of operations.
  - 4. The reliability of financial records and reports.
  - 5. The safeguarding of assets.

The internal auditor shall report directly to the district school board or its designee.

Page 29 of 40

726	Section 19. Paragraph (j) of subsection (9) of section
727	1002.33, Florida Statutes, is amended to read:
728	1002.33 Charter schools.—
729	(9) CHARTER SCHOOL REQUIREMENTS.—
730	(j) The governing body of the charter school shall be
731	responsible for:
732	1. Establishing and maintaining internal controls designed
733	to:
734	a. Prevent and detect fraud, waste, and abuse as defined
735	in s. 11.45(1).
736	b. Promote and encourage compliance with applicable laws,
737	rules, contracts, grant agreements, and best practices.
738	c. Support economical and efficient operations.
739	d. Ensure reliability of financial records and reports.
740	e. Safeguard assets.
741	2.1. Ensuring that the charter school has retained the
742	services of a certified public accountant or auditor for the
743	annual financial audit, pursuant to s. 1002.345(2), who shall
744	submit the report to the governing body.
745	3.2. Reviewing and approving the audit report, including
746	audit findings and recommendations for the financial recovery
747	plan.
748	4.a.3.a. Performing the duties in s. 1002.345, including
749	monitoring a corrective action plan.

Page 30 of 40

b. Monitoring a financial recovery plan in order to ensure

CODING: Words stricken are deletions; words underlined are additions.

750

751 compliance.

 $\underline{5.4.}$  Participating in governance training approved by the department which must include government in the sunshine, conflicts of interest, ethics, and financial responsibility.

Section 20. Subsections (6) through (10) of section 1002.37, Florida Statutes, are renumbered as subsections (7) through (11), respectively, a new subsection (6) is added to that section, and present subsections (6) and (11) of that section are amended, to read:

1002.37 The Florida Virtual School.-

financial audit of its accounts and records conducted by an independent auditor who is a certified public accountant licensed under chapter 473. The independent auditor shall conduct the audit in accordance with rules adopted by the Auditor General pursuant to s. 11.45 and, upon completion of the audit, shall prepare an audit report in accordance with such rules. The audit report must include a written statement by the board of trustees describing corrective action to be taken in response to each of the recommendations of the independent auditor included in the audit report. The independent auditor shall submit the audit report to the board of trustees and the Auditor General no later than 9 months after the end of the preceding fiscal year.

(7) The board of trustees shall annually submit to the

Page 31 of 40

Governor, the Legislature, the Commissioner of Education, and the State Board of Education the audit report prepared pursuant to subsection (6) and a complete and detailed report setting forth:

- (a) The operations and accomplishments of the Florida Virtual School within the state and those occurring outside the state as Florida Virtual School Global.
- (b) The marketing and operational plan for the Florida Virtual School and Florida Virtual School Global, including recommendations regarding methods for improving the delivery of education through the Internet and other distance learning technology.
- (c) The assets and liabilities of the Florida Virtual School and Florida Virtual School Global at the end of the fiscal year.
- (d) A copy of an annual financial audit of the accounts and records of the Florida Virtual School and Florida Virtual School Global, conducted by an independent certified public accountant and performed in accordance with rules adopted by the Auditor General.
- (d) (e) Recommendations regarding the unit cost of providing services to students through the Florida Virtual School and Florida Virtual School Global. In order to most effectively develop public policy regarding any future funding of the Florida Virtual School, it is imperative that the cost of

Page 32 of 40

the program is accurately identified. The identified cost of the program must be based on reliable data.

- (e) (f) Recommendations regarding an accountability mechanism to assess the effectiveness of the services provided by the Florida Virtual School and Florida Virtual School Global.
- (11) The Auditor General shall conduct an operational audit of the Florida Virtual School, including Florida Virtual School Global. The scope of the audit shall include, but not be limited to, the administration of responsibilities relating to personnel; procurement and contracting; revenue production; school funds, including internal funds; student enrollment records; franchise agreements; information technology utilization, assets, and security; performance measures and standards; and accountability. The final report on the audit shall be submitted to the President of the Senate and the Speaker of the House of Representatives no later than January 31, 2014.
- Section 21. Subsection (5) is added to section 1010.01, Florida Statutes, to read:
  - 1010.01 Uniform records and accounts.-
  - (5) Each school district, Florida College System institution, and state university shall establish and maintain internal controls designed to:
  - (a) Prevent and detect fraud, waste, and abuse as defined in s. 11.45(1).

Page 33 of 40

826	(b) Promote and encourage compliance with applicable laws,
827	rules, contracts, grant agreements, and best practices.
828	(c) Support economical and efficient operations.
829	(d) Ensure reliability of financial records and reports.
830	(e) Safeguard assets.
831	Section 22. Subsection (2) of section 1010.30, Florida
832	Statutes, is amended to read:
833	1010.30 Audits required.—
834	(2) If a school district, Florida College System
835	institution, or university audit report includes a
836	recommendation that was included in the preceding financial
837	audit report but remains unaddressed an audit contains a
838	significant finding, the district school board, the Florida
839	College System institution board of trustees, or the university
840	board of trustees, within 60 days after the delivery of the
841	audit report to the school district, Florida College System
842	institution, or university, shall indicate conduct an audit
843	overview during a regularly scheduled public meeting whether it
844	intends to take corrective action, the intended corrective
845	action, and the timeframe for the corrective action. If the
846	district school board, Florida College System institution board
847	of trustees, or university board of trustees indicates that it
848	does not intend to take corrective action, it shall explain its
849	decision at the public meeting.
850	Section 23. Subsection (3) of section 218.503, Florida

Page 34 of 40

Statutes, is amended to read:

851

852

853

854

855

856

857

858

859

860

861

862

863

864

865

866

867

868

869

870

871

872

873

874

875

218.503 Determination of financial emergency.-

Upon notification that one or more of the conditions in subsection (1) have occurred or will occur if action is not taken to assist the local governmental entity or district school board, the Governor or his or her designee shall contact the local governmental entity or the Commissioner of Education or his or her designee shall contact the district school board, as appropriate, to determine what actions have been taken by the local governmental entity or the district school board to resolve or prevent the condition. The information requested must be provided within 45 days after the date of the request. If the local governmental entity or the district school board does not comply with the request, the Governor or his or her designee or the Commissioner of Education or his or her designee shall notify the members of the Legislative Auditing Committee, which who may take action pursuant to s. 11.40(2)  $\frac{11.40}{}$ . The Governor or the Commissioner of Education, as appropriate, shall determine whether the local governmental entity or the district school board needs state assistance to resolve or prevent the condition. If state assistance is needed, the local governmental entity or district school board is considered to be in a state of financial emergency. The Governor or the Commissioner of Education, as appropriate, has the authority to implement measures as set forth in ss. 218.50-218.504 to assist the local

Page 35 of 40

governmental entity or district school board in resolving the financial emergency. Such measures may include, but are not limited to:

- (a) Requiring approval of the local governmental entity's budget by the Governor or approval of the district school board's budget by the Commissioner of Education.
- (b) Authorizing a state loan to a local governmental entity and providing for repayment of same.
- (c) Prohibiting a local governmental entity or district school board from issuing bonds, notes, certificates of indebtedness, or any other form of debt until such time as it is no longer subject to this section.
- (d) Making such inspections and reviews of records, information, reports, and assets of the local governmental entity or district school board as are needed. The appropriate local officials shall cooperate in such inspections and reviews.
- (e) Consulting with officials and auditors of the local governmental entity or the district school board and the appropriate state officials regarding any steps necessary to bring the books of account, accounting systems, financial procedures, and reports into compliance with state requirements.
- (f) Providing technical assistance to the local governmental entity or the district school board.
- (g)1. Establishing a financial emergency board to oversee the activities of the local governmental entity or the district

Page 36 of 40

school board. If a financial emergency board is established for a local governmental entity, the Governor shall appoint board members and select a chair. If a financial emergency board is established for a district school board, the State Board of Education shall appoint board members and select a chair. The financial emergency board shall adopt such rules as are necessary for conducting board business. The board may:

- a. Make such reviews of records, reports, and assets of the local governmental entity or the district school board as are needed.
- b. Consult with officials and auditors of the local governmental entity or the district school board and the appropriate state officials regarding any steps necessary to bring the books of account, accounting systems, financial procedures, and reports of the local governmental entity or the district school board into compliance with state requirements.
- c. Review the operations, management, efficiency, productivity, and financing of functions and operations of the local governmental entity or the district school board.
- d. Consult with other governmental entities for the consolidation of all administrative direction and support services, including, but not limited to, services for asset sales, economic and community development, building inspections, parks and recreation, facilities management, engineering and construction, insurance coverage, risk management, planning and

Page 37 of 40

zoning, information systems, fleet management, and purchasing.

- 2. The recommendations and reports made by the financial emergency board must be submitted to the Governor for local governmental entities or to the Commissioner of Education and the State Board of Education for district school boards for appropriate action.
- (h) Requiring and approving a plan, to be prepared by officials of the local governmental entity or the district school board in consultation with the appropriate state officials, prescribing actions that will cause the local governmental entity or district school board to no longer be subject to this section. The plan must include, but need not be limited to:
- 1. Provision for payment in full of obligations outlined in subsection (1), designated as priority items, which are currently due or will come due.
- 2. Establishment of priority budgeting or zero-based budgeting in order to eliminate items that are not affordable.
- 3. The prohibition of a level of operations which can be sustained only with nonrecurring revenues.
- 4. Provisions implementing the consolidation, sourcing, or discontinuance of all administrative direction and support services, including, but not limited to, services for asset sales, economic and community development, building inspections, parks and recreation, facilities management, engineering and

Page 38 of 40

construction, insurance coverage, risk management, planning and zoning, information systems, fleet management, and purchasing.

Section 24. Subsection (2) of section 1002.455, Florida Statutes, is amended to read:

1002.455 Student eligibility for K-12 virtual instruction.—

- (2) A student is eligible to participate in virtual instruction if:
- (a) The student spent the prior school year in attendance at a public school in the state and was enrolled and reported by the school district for funding during October and February for purposes of the Florida Education Finance Program surveys;
- (b) The student is a dependent child of a member of the United States Armed Forces who was transferred within the last 12 months to this state from another state or from a foreign country pursuant to a permanent change of station order;
- (c) The student was enrolled during the prior school year in a virtual instruction program under s. 1002.45 or a full-time Florida Virtual School program under s.  $\underline{1002.37(9)(a)}$   $\underline{1002.37(8)(a)}$ ;
- (d) The student has a sibling who is currently enrolled in a virtual instruction program and the sibling was enrolled in that program at the end of the prior school year;
- (e) The student is eligible to enter kindergarten or first grade; or

Page 39 of 40

CS/CS/HB 479 2017

976	(f) The student is eligible to enter grades 2 through 5
977	and is enrolled full-time in a school district virtual
978	instruction program, virtual charter school, or the Florida
979	Virtual School.
980	Section 25. The Legislature finds that a proper and
981	legitimate state purpose is served when internal controls are
982	established to prevent and detect fraud, waste, and abuse and to
983	safeguard and account for government funds and property.
984	Therefore, the Legislature determines and declares that this act
985	fulfills an important state interest.
986	Section 26. This act shall take effect July 1, 2017.