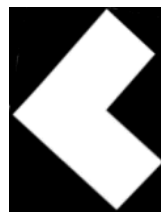


Town of South Hill, Virginia
Comprehensive Annual Financial Report
Year Ended June 30, 2017



*Creedle, Jones
& Alga, P.C.*
Certified Public Accountants

Town of South Hill, Virginia

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FINANCIAL SECTION



You'll like the view from
South Hill



**Creedle
Jones
& Alga**

A Professional Corporation

*Robin B. Jones, CPA, CFP
David V. Alga, CPA, CVA, CFF
Denise C. Williams, CPA, CSEP
Scott A. Thompson, CPA, CGMA
Kimberly W. Jackson, CPA*

*James A. Allen, Jr., CPA
Nadine L. Chase, CPA*

Sherwood H. Creedle, Emeritus

*Members of
American Institute of Certified Public Accountants
Virginia Society of Certified Public Accountants*

INDEPENDENT AUDITOR'S REPORT

To the Town Council
Town of South Hill, Virginia

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the Town of South Hill, Virginia, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town of South Hill, Virginia's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and *Specifications for Audits of Counties, Cities, and Towns*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Those standards and specifications require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Town of South Hill, Virginia, as of June 30, 2017, and the respective changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 1-8 and budgetary comparison information, schedule of changes in the political subdivision's net pension liability and related ratios, schedule of employer contributions, and notes to required supplementary information on pages 50-56 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 27, 2017, on our consideration of the Town of South Hill, Virginia's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of South Hill, Virginia's internal control over financial reporting and compliance.

Creedle, Jones & Alga, P.C.

Creedle, Jones & Alga, P.C.
Certified Public Accountants

South Hill, Virginia
November 27, 2017

MANAGEMENT'S DISCUSSION AND ANALYSIS

The management of the Town of South Hill, Virginia presents the following discussion and analysis as an overview of the Town of South Hill, Virginia's financial activities for the fiscal year ending June 30, 2017. We encourage readers to read this discussion and analysis in conjunction with the Town's basic financial statements.

Financial Highlights

Highlights for Government-Wide Financial Statements

- At the close of the fiscal year, the assets and deferred outflows of resources of the Town exceeded its liabilities and deferred inflows of resources by \$25,573,999. Of this amount, \$17,241,447 is unrestricted and may be used to meet the government's ongoing obligations to citizens and creditors. For the enterprise activities, the assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$12,753,116. Of this amount, \$2,242,045 is unassigned and is available for funding water and sewer activities.
- For the fiscal year, general and program revenues of the Town's governmental activities were \$10,183,408 and expenses amounted to \$8,245,586. The Town's total net position increased \$1,937,822 before transfers.
- For business-type activities, revenues were \$3,973,882 and expenses were \$2,855,630. The net position increased by \$1,118,252 before transfers.

Highlights for Fund Financial Statements

- As of June 30, 2017, the Town's Governmental Funds reported combined fund balances of \$19,937,355, an increase of \$1,696,063 in comparison with the prior year. Approximately 99.96 percent of the combined fund balances, \$19,928,158, is available to meet the Town's current and future needs.
- The General Fund reported a fund balance of \$19,928,158, an increase of \$1,747,261 from June 30, 2016.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains required supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements report information about the Town as a whole using accounting methods similar to those found in the private sector. They also report the Town's net position and how they have changed during the fiscal year.

Statement of Net Position: presents information on all of the Town's assets and liabilities. The difference between a) assets and deferred outflows of resources and b) liabilities and deferred inflows of resources can be used as one way to measure the Town's financial health or financial condition. Over time, increases or decreases in the net position can be one indicator of whether the Town's financial condition is improving or deteriorating. Other nonfinancial factors will also need to be considered, such as changes in the Town's property tax base and the condition of Town facilities.

Statement of Activities: presents information using the accrual basis accounting method and shows how the Town's net position changed during the fiscal year. All of the current year's revenues and expenses are shown in the Statement of Activities, regardless of when cash is received or paid.

The government-wide financial statements distinguish governmental activities from business-type activities identified as the primary government. The governmental activities of the Town include general government administration, public safety, public works, parks, recreation and cultural, and community development. Public utilities represent the business-type activities.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Town uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Town's most significant funds rather than the Town as a whole. Major funds are separately reported while all others are combined into a single aggregated presentation.

The Town has three types of funds:

Governmental Funds – Most of the Town's basic services are included in Governmental Funds, which focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances remaining at year end that are available for spending. The Governmental Funds financial statements provide a detailed short-term view that helps the reader determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. Because this information does not encompass the long-term focus of the government-wide statements, additional information is provided with the fund's financial statements to explain the relationship (or differences). The Town maintains four individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund, West Main Street Community Development Fund, CRMP Exit 12 Fund, and Cemetery Fund, all of which are considered to be major funds.

Proprietary Funds – The Town uses an Enterprise Fund which operates in a manner similar to private business enterprises. Costs are recovered primarily through user charges. Proprietary Fund financial statements provide both long and short-term financial information.

Fiduciary Funds – The Town is the trustee, or fiduciary, for the Town's agency funds. Agency funds utilize the accrual basis of accounting described in the Governmental Fund presentation. Since by definition, these assets are being held for the benefit of a third party and cannot be used to support activities or obligations of the government, these funds are not incorporated into the government-wide financial statements.

Notes to the Basic Financial Statements

The accompanying notes to the basic financial statements provide information essential to a full understanding of the government-wide and fund financial statements.

Other

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information such as budgetary comparison schedules.

FINANCIAL ANALYSIS OF THE TOWN AS A WHOLE

Statement of Net Position

The following table reflects the condensed Statement of Net Position:

Summary of Net Position

As of June 30, 2017 and 2016

	<u>Governmental Activities</u>		<u>Enterprise Activities</u>		<u>Total Entity</u>	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Assets						
Current and other assets	\$ 20,202,422	\$ 18,450,383	\$ 2,706,737	\$ 2,125,542	\$ 22,909,159	\$ 20,575,925
Capital assets (net)	<u>8,692,741</u>	<u>8,394,824</u>	<u>12,903,398</u>	<u>13,283,410</u>	<u>21,596,139</u>	<u>21,678,234</u>
Total Assets	28,895,163	26,845,207	15,610,135	15,408,952	44,505,298	42,254,159
Deferred Outflows of Resources	<u>207,773</u>	<u>258,535</u>	<u>28,047</u>	<u>32,817</u>	<u>235,820</u>	<u>291,352</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 29,102,936</u>	<u>\$ 27,103,742</u>	<u>\$ 15,638,182</u>	<u>\$ 15,441,769</u>	<u>\$ 44,741,118</u>	<u>\$ 42,545,511</u>
Liabilities						
Other liabilities	\$ 98,235	\$ 26,150	\$ 138,719	\$ 128,758	\$ 236,954	\$ 154,908
Long-term liabilities	<u>3,178,637</u>	<u>3,540,503</u>	<u>2,712,321</u>	<u>3,282,325</u>	<u>5,890,958</u>	<u>6,822,828</u>
Total Liabilities	3,276,872	3,566,653	2,851,040	3,411,083	6,127,912	6,977,736
Deferred Inflows of Resources	252,065	263,310	34,026	33,424	286,091	296,734
Net Position						
Net investment in capital assets	8,323,355	7,599,173	10,511,071	10,293,941	18,834,426	17,893,114
Restricted	9,197	60,395	-	-	9,197	60,395
Unassigned	<u>17,241,447</u>	<u>15,614,211</u>	<u>2,242,045</u>	<u>1,703,321</u>	<u>19,483,492</u>	<u>17,317,532</u>
Total Net Position	<u>25,573,999</u>	<u>23,273,779</u>	<u>12,753,116</u>	<u>11,997,262</u>	<u>38,327,115</u>	<u>35,271,041</u>
Total Liabilities, Deferred Inflows of Resources, and Net Position	<u>\$ 29,102,936</u>	<u>\$ 27,103,742</u>	<u>\$ 15,638,182</u>	<u>\$ 15,441,769</u>	<u>\$ 44,741,118</u>	<u>\$ 42,545,511</u>

Statement of Activities

The following table summarizes revenues and expenses for the primary government:

Summary of Changes in Net Position

For the Fiscal Years Ended June 30, 2017 and 2016

	<u>Governmental Activities</u>		<u>Enterprise Activities</u>		<u>Total Entity</u>	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Revenues						
Program Revenues						
Charges for services	\$ 943,851	\$ 997,781	\$ 3,965,706	\$ 4,146,172	\$ 4,909,557	\$ 5,143,953
Operating grants and contributions	2,101,364	1,984,449	-	-	2,101,364	1,984,449
General Revenues						
General property taxes, real and personal	2,149,344	2,167,864	-	-	2,149,344	2,167,864
Other taxes	4,386,996	4,335,844	-	-	4,386,996	4,335,844
Noncategorical aid from the state	297,006	297,195	-	-	297,006	297,195
Use of property	144,142	64,575	-	-	144,142	64,575
Investment earnings	47,476	80,793	8,176	6,494	55,652	87,287
Miscellaneous	113,229	104,493	-	-	113,229	104,493
Total Revenues	10,183,408	10,032,994	3,973,882	4,152,666	14,157,290	14,185,660
Expenses						
General government administration	771,894	1,055,176	-	-	771,894	1,055,176
Public safety	2,674,353	2,336,742	-	-	2,674,353	2,336,742
Public works	2,776,053	2,436,941	-	-	2,776,053	2,436,941
Parks, recreation, and cultural	562,064	493,086	-	-	562,064	493,086
Community development	1,397,165	1,093,690	-	-	1,397,165	1,093,690
Interest on long-term debt	64,057	6,230	-	-	64,057	6,230
Water and sewer activities	-	-	2,855,630	2,882,544	2,855,630	2,882,544
Total Expenses	8,245,586	7,421,865	2,855,630	2,882,544	11,101,216	10,304,409
Increase in Net Position	1,937,822	2,611,129	1,118,252	1,270,122	3,056,074	3,881,251
Beginning Net Position	23,273,779	20,531,024	11,997,262	10,858,766	35,271,041	31,389,790
Transfers	362,398	131,626	(362,398)	(131,626)	-	-
Ending Net Position	<u>\$ 25,573,999</u>	<u>\$ 23,273,779</u>	<u>\$ 12,753,116</u>	<u>\$ 11,997,262</u>	<u>\$ 38,327,115</u>	<u>\$ 35,271,041</u>

Governmental activities increased the Town's net position by \$1,937,822 for fiscal year 2017. Revenues from governmental activities (without transfers) totaled \$10,183,408. Real estate, personal property, and other local taxes comprise the largest source of these revenues, totaling \$6,536,340 or 64.50 percent of all governmental activities revenue. Enterprise activities increased the Town's net position by \$1,118,252 with revenues reported of \$3,973,882.

The total cost of all governmental activities for this fiscal year was \$8,245,586. Public works was the Town's largest program with expenses totaling \$2,776,053. Public safety, which totals \$2,674,353, represents the second largest expense. Enterprise activities reported expenses of \$2,855,630.

For the Town's governmental activities, the net expense (total cost less fees generated by the activities and program-specific governmental aid) is illustrated in the following table:

Net Cost of Governmental Activities

For the Fiscal Years Ended June 30, 2017 and 2016

	<u>2017</u>		<u>2016</u>	
	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>
General government administration	\$ 771,894	\$ (771,894)	\$ 1,055,176	\$ (1,055,176)
Public safety	2,674,353	(2,457,974)	2,336,742	(2,197,197)
Public works	2,776,053	(663,498)	2,436,941	(211,150)
Parks, recreation, and cultural	562,064	154,217	493,086	(493,086)
Community development	1,397,165	(1,397,165)	1,093,690	(476,796)
Interest on long-term debt	<u>64,057</u>	<u>(64,057)</u>	<u>6,230</u>	<u>(6,230)</u>
Total	<u>\$ 8,245,586</u>	<u>\$ (5,200,371)</u>	<u>\$ 7,421,865</u>	<u>\$ (4,439,635)</u>

Net Cost of Enterprise Activities

For the Fiscal Years Ended June 30, 2017 and 2016

	<u>2017</u>		<u>2016</u>	
	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>	<u>Total Cost of Services</u>	<u>Net Cost of Services</u>
Water and sewer activities	\$ <u>2,855,630</u>	\$ <u>1,110,076</u>	\$ 2,882,544	\$ 1,263,628
Total	<u>\$ 2,855,630</u>	<u>\$ 1,110,076</u>	<u>\$ 2,882,544</u>	<u>\$ 1,263,628</u>

FINANCIAL ANALYSIS OF THE TOWN'S FUNDS

As of June 30, 2017, the Town's Governmental Funds reported a combined ending fund balance of 99.96 percent, or \$19,928,158, is available for spending at the government's discretion (unassigned fund balance).

The General Fund is the main operating fund of the Town. At the end of the current fiscal year, the General Fund had an unassigned fund balance of \$19,928,158. The General Fund's liquidity can be measured by comparing unassigned fund balance to total fund expenditures. Unassigned fund balance represents 249.79 percent of total fund expenditures.

BUDGETARY HIGHLIGHTS

General Fund

The following table provides a comparison of original budget, final budget, and actual revenues and expenditures in the General Fund:

Budgetary Comparison						
General Fund						
For the Fiscal Years Ended June 30, 2017 and 2016						
	<u>2017</u>			<u>2016</u>		
	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>
Revenues						
Taxes, real and personal property	\$ 2,037,200	\$ 2,037,200	\$ 2,165,454	\$ 2,021,300	\$ 2,021,300	\$ 2,083,651
Other local taxes	3,378,500	3,378,500	4,218,994	3,063,500	3,063,500	4,163,171
Other revenues	1,176,800	1,176,800	1,190,028	1,494,950	1,494,950	1,244,222
Intergovernmental	<u>3,387,668</u>	<u>3,401,249</u>	<u>1,850,090</u>	<u>1,734,168</u>	<u>1,734,168</u>	<u>1,902,013</u>
Total	9,980,168	9,993,749	9,424,566	8,313,918	8,313,918	9,393,057
Expenditures	<u>11,850,168</u>	<u>11,922,568</u>	<u>7,978,086</u>	<u>8,443,918</u>	<u>8,443,918</u>	<u>7,470,505</u>
Excess (Deficiency) of Revenues Over Expenditures	(1,870,000)	(1,928,819)	1,446,480	(130,000)	(130,000)	1,922,552
Other Financing Sources (Uses)						
Proceeds from bonds	1,750,000	1,750,000	-	-	-	-
Prior year surplus	-	58,819	-	-	-	-
Transfers in	<u>120,000</u>	<u>120,000</u>	<u>300,781</u>	<u>130,000</u>	<u>130,000</u>	<u>131,626</u>
Total	<u>1,870,000</u>	<u>1,928,819</u>	<u>300,781</u>	<u>130,000</u>	<u>130,000</u>	<u>131,626</u>
Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,747,261</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,054,178</u>

Final amended budget revenues were higher than the original budget.

The final amended budget appropriations for expenditures were higher than the original appropriation.

Actual revenues were less than final budget amounts by \$569,183, or 5.70 percent, while actual expenditures were \$3,944,482, or 33.09 percent less than final budget amounts.

CAPITAL ASSETS AND LONG-TERM DEBT

Capital Assets

As of June 30, 2017, the Town's net investment in capital assets totals \$8,323,355, which is net capital assets less related debt for governmental activities and \$10,511,071 for business-type activities.

During fiscal year 2017, the Town's net capital assets (including additions, decreases, and depreciation) increased \$297,918, or 3.55 percent, for governmental activities and decreased \$82,094, or .38 percent, for business-type activities, as summarized in the following table:

Change in Capital Assets

	<u>Balance July 1, 2016</u>	<u>Net Additions and Deletions</u>	<u>Balance June 30, 2017</u>
Governmental Activities			
Land, land improvements, and easements	\$ 1,660,435	\$ 43,403	\$ 1,703,838
Buildings and improvements	7,302,805	329,526	7,632,331
Streets and related infrastructure	8,653,823	-	8,653,823
Machinery, equipment, and vehicles	<u>5,986,034</u>	<u>442,823</u>	<u>6,428,857</u>
Total Capital Assets	23,603,097	815,752	24,418,849
Less: Accumulated depreciation and amortization	<u>(15,208,274)</u>	<u>(517,834)</u>	<u>(15,726,108)</u>
Total Capital Assets, Net	8,394,823	297,918	8,692,741
Enterprise Activities			
Land, land improvements, and easements	664,020	-	664,020
Water and sewer infrastructure	25,379,957	126,195	25,506,152
Machinery, equipment, and vehicles	<u>1,649,529</u>	<u>80,463</u>	<u>1,729,992</u>
Total Capital Assets	27,693,506	206,658	27,900,164
Less: Accumulated depreciation and amortization	<u>(14,410,096)</u>	<u>(586,670)</u>	<u>(14,996,766)</u>
Total Capital Assets, Net	<u>13,283,410</u>	<u>(380,012)</u>	<u>12,903,398</u>
Total Reporting Entity	<u>\$ 21,678,233</u>	<u>\$ (82,094)</u>	<u>\$ 21,596,139</u>

Long-Term Debt

As of June 30, 2017, the Town's long-term obligations total \$3,200,143.

Change in Long-Term Debt

	<u>Balance July 1, 2016</u>	<u>Net Additions and Deletions</u>	<u>Balance June 30, 2017</u>	<u>Due Within One Year</u>
Governmental Activities				
General obligation bonds	\$ 619,987	\$ (250,301)	\$ 369,686	\$ 253,000
General obligation bonds	175,965	(175,965)	-	-
Landfill obligation	152,725	1,985	154,710	-
Compensated absences	<u>285,041</u>	<u>(1,321)</u>	<u>283,720</u>	-
Total Outstanding Debt	1,233,718	(425,602)	808,116	253,000
Business-Type Activities				
Virginia Resources Authority	2,126,752	(313,144)	1,813,608	328,145
Benchmark Community Bank	<u>862,720</u>	<u>(284,000)</u>	<u>578,720</u>	288,000
Total Outstanding Debt	<u>2,989,472</u>	<u>(597,144)</u>	<u>2,392,328</u>	616,145
Total Reporting Entity	<u>\$ 4,223,190</u>	<u>\$ (1,022,746)</u>	<u>\$ 3,200,444</u>	<u>\$ 869,145</u>

General obligation indebtedness must be approved by voter referendum prior to issuance.

More detailed information on the Town's long-term obligations is presented in Note 8 to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

- The average unemployment rate for the Town of South Hill, Virginia in June 2017, which uses Mecklenburg County's rate, was 5.2 percent. This compares unfavorably to the state's rate of 3.9 percent and the national rate of 4.5 percent.
- According to the 2010 U.S. Census, the population in the Town of South Hill, Virginia was 4,650, an increase of 5.61 percent, since the 2000 U.S. Census.
- The per capita income in the Town of South Hill, Virginia was \$21,646, compared to \$27,705 for the state, according to the 2010 U.S. Census data.

The fiscal year 2018 adopted budget anticipates General Fund revenues and expenditures to be \$14,267,050, a 19.67 percent increase over the fiscal year 2017 budget.

The fiscal year 2018 adopted budget anticipates water and sewer revenue to be \$9,306,312, a 47.62 percent increase over the fiscal year 2017 budget.

REQUESTS FOR INFORMATION

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the Town's finances and to demonstrate the Town's accountability for the money it receives. Questions concerning this report or requests for additional information should be directed to Kim Callis, Town Manager, or Katherine Ward, Director of Finance, Town of South Hill, Virginia, 211 South Mecklenburg Avenue, South Hill, Virginia 23970, telephone 434-447-3191, or visit the Town's website at www.southhillva.org.

BASIC FINANCIAL STATEMENTS



You'll like the view from
South Hill

Town of South Hill, Virginia

Statement of Net Position

At June 30, 2017

Primary Government

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Assets			
Cash and cash equivalents	\$ 19,708,838	\$ 2,264,403	\$ 21,973,241
Property taxes receivable, net	170,132	-	170,132
Receivables, net	323,452	442,334	765,786
Capital Assets			
Land, land improvements, and easements	1,703,838	664,020	2,367,858
Buildings and improvements	7,632,331	-	7,632,331
Infrastructure	8,653,823	25,506,152	34,159,975
Machinery, equipment, and vehicles	6,428,857	1,729,992	8,158,849
Less: Accumulated depreciation	<u>(15,726,108)</u>	<u>(14,996,766)</u>	<u>(30,722,874)</u>
Capital Assets, Net	<u>8,692,741</u>	<u>12,903,398</u>	<u>21,596,139</u>
Total Assets	28,895,163	15,610,135	44,505,298
Deferred Outflows of Resources			
Deferred outflows - pension	<u>207,773</u>	<u>28,047</u>	<u>235,820</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 29,102,936</u>	<u>\$ 15,638,182</u>	<u>\$ 44,741,118</u>
Liabilities			
Accounts payable and accrued expenses	\$ 98,235	\$ 10,390	\$ 108,625
Customer deposits	-	128,329	128,329
Long-Term Liabilities			
<i>Due within one year</i>			
Bonds and notes payable	253,000	616,145	869,145
<i>Due in more than one year</i>			
Bonds and notes payable	116,686	1,776,183	1,892,869
Compensated absences	283,720	-	283,720
Net pension liability	2,370,521	319,993	2,690,514
Landfill obligation	<u>154,710</u>	<u>-</u>	<u>154,710</u>
Total Liabilities	3,276,872	2,851,040	6,127,912
Deferred Inflows of Resources			
Deferred inflows - pension	252,065	34,026	286,091
Net Position			
Net investment in capital assets	8,323,355	10,511,071	18,834,426
Restricted	9,197	-	9,197
Unrestricted	<u>17,241,447</u>	<u>2,242,045</u>	<u>19,483,492</u>
Total Net Position	<u>25,573,999</u>	<u>12,753,116</u>	<u>38,327,115</u>
Total Liabilities, Deferred Inflows of Resources, and Net Position	<u>\$ 29,102,936</u>	<u>\$ 15,638,182</u>	<u>\$ 44,741,118</u>

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

Town of South Hill, Virginia

Statement of Activities

For the Year Ended June 30, 2017

<u>Functions/Programs</u>	<u>Program Revenues</u>			<u>Net (Expense) Revenue and Changes in Net Position</u>	
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Primary Government Business-Type Activities</u>
Primary Government					
Governmental Activities					
General government administration	\$ 771,894	\$ -	\$ -	\$ (771,894)	\$ (771,894)
Public safety	2,674,353	207,415	8,964	(2,457,974)	(2,457,974)
Public works	2,776,053	736,436	1,376,119	(663,498)	(663,498)
Parks, recreation, and cultural	562,064	-	716,281	154,217	154,217
Community development	1,397,165	-	-	(1,397,165)	(1,397,165)
Interest on long-term debt	64,057	-	-	(64,057)	(64,057)
Total Governmental Activities	8,245,586	943,851	2,101,364	(5,200,371)	(5,200,371)
Business-Type Activities					
Water and sewer fund	2,855,630	3,965,706	-	-	\$ 1,110,076
Total Primary Government	<u>\$ 11,101,216</u>	<u>\$ 4,909,557</u>	<u>\$ 2,101,364</u>	(5,200,371)	1,110,076
General Revenues					
Taxes					
General property taxes, real and personal				2,149,344	-
Other local taxes				4,386,996	-
Noncategorical aid from state				297,006	-
Use of property				144,142	-
Investment earnings				47,476	8,176
Miscellaneous				113,229	-
Transfers				362,398	(362,398)
Total General Revenues and Transfers				7,500,591	(354,222)
Change in Net Position				2,300,220	755,854
Net Position - Beginning of Year				23,273,779	11,997,262
Net Position - End of Year				<u>\$ 25,573,999</u>	<u>\$ 12,753,116</u>
					<u>\$ 38,327,115</u>

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

Town of South Hill, Virginia

Balance Sheet

Governmental Funds

At June 30, 2017

	General Fund	West Main Street Community Development Fund	CRMP Exit 12 Fund	Cemetery Fund	Total Governmental Funds
Assets					
Cash and investments	\$ 19,699,641	\$ -	\$ -	\$ 9,197	\$ 19,708,838
Property taxes receivable, net	170,132	-	-	-	170,132
Accounts receivable, net	<u>323,452</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>323,452</u>
Total Assets	<u>\$ 20,193,225</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,197</u>	<u>\$ 20,202,422</u>
Liabilities					
Accounts payable and accrued liabilities	<u>\$ 98,235</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 98,235</u>
Total Liabilities	98,235	-	-	-	98,235
Deferred Inflows of Resources					
Unavailable revenue - property taxes	<u>166,832</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>166,832</u>
Total Deferred Inflows of Resources	166,832	-	-	-	166,832
Fund Balance					
Restricted	-	-	-	9,197	9,197
Unassigned	<u>19,928,158</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,928,158</u>
Total Fund Balance	<u>19,928,158</u>	<u>-</u>	<u>-</u>	<u>9,197</u>	<u>19,937,355</u>
Total Liabilities, Deferred Inflows of of Resources, and Fund Balance	<u>\$ 20,193,225</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,197</u>	<u>\$ 20,202,422</u>

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

Town of South Hill, Virginia

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position

At June 30, 2017

Total Fund Balances for Governmental Funds \$ 19,937,355

Total net position reported for governmental activities in the Statement of Net Position is different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. Those assets consist of:

Land, land improvements, and easements	\$ 1,703,838
Buildings and improvements, net of accumulated depreciation	4,729,774
Streets and related infrastructure, net of accumulated depreciation	716,367
Machinery, equipment, and vehicles, net of accumulated depreciation	<u>1,542,762</u>

Total Capital Assets 8,692,741

Other Assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds statement.

Unavailable revenue - property taxes 166,831

Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the funds.

Deferred outflows of resources related to pensions	207,773
Deferred inflows of resources related to pensions	<u>(252,065)</u>

Total Deferred Outflows and Inflows of Resources (44,292)

Liabilities applicable to the Town's governmental activities are not due and payable in the current period and, accordingly, are not reported as fund liabilities.

Balances of long-term liabilities affecting net position are as follows:

Bonds and notes payable	(369,686)
Net pension liability	(2,370,520)
Landfill obligation	(154,710)
Compensated absences	<u>(283,720)</u>

Total (3,178,636)

Total Net Position of Governmental Activities \$ 25,573,999

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

Town of South Hill, Virginia

Statement of Revenues, Expenditures, and Changes in Fund Balances
 Governmental Funds
 Year Ended June 30, 2017

	General Fund	West Main Street Community Development Fund	CRMP Exit 12 Fund	Cemetery Fund	Total Governmental Funds
Revenues					
Property taxes	\$ 2,165,453	\$ -	\$ -	\$ -	\$ 2,165,453
Other local taxes	4,386,996	-	-	-	4,386,996
Permits, privilege fees, and regulatory licenses	106,401	-	-	-	106,401
Fines and forfeitures	101,014	-	-	-	101,014
Use of money and property	144,142	-	-	-	144,142
Charges for services	736,436	-	-	-	736,436
Miscellaneous	102,037	2,490	-	4,980	109,507
<i>Intergovernmental</i>					
Revenue from the Commonwealth of Virginia	1,673,125	-	-	-	1,673,125
Revenue from the Federal Government	8,964	716,281	-	-	725,245
Total Revenues	9,424,568	718,771	-	4,980	10,148,319
Expenditures					
Current					
General government administration	1,013,745	-	-	-	1,013,745
Public safety	2,599,379	-	-	-	2,599,379
Public works	2,903,697	-	-	-	2,903,697
Parks, recreation, and cultural	361,469	-	-	49,178	410,647
Community development	609,777	787,388	-	-	1,397,165
Debt service	490,021	-	-	-	490,021
Total Expenditures	7,978,088	787,388	-	49,178	8,814,654
Excess (Deficiency) of Revenues Over Expenditures	1,446,480	(68,617)	-	(44,198)	1,333,665
Other Financing Sources (Uses)					
Transfers in (out)	300,781	68,617	-	(7,000)	362,398
Total Other Financing Sources (Uses)	300,781	68,617	-	(7,000)	362,398
Net Change in Fund Balance	1,747,261	-	-	(51,198)	1,696,063
Fund Balance - Beginning of Year	18,180,897	-	-	60,395	18,241,292
Fund Balance - End of Year	\$ 19,928,158	\$ -	\$ -	\$ 9,197	\$ 19,937,355

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

Town of South Hill, Virginia

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances
of Governmental Funds to the Statement of Activities

Year Ended June 30, 2017

Net Change in Fund Balances - Total Governmental Funds \$ 1,696,063

**Amounts reported for governmental activities in the Statement of Activities
are different because:**

Governmental Funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.

Capitalized assets	\$ 815,752	
Depreciation	<u>(517,834)</u>	
		297,918

Revenues in the Statement of Activities that do not provide current financial resources are deferred in the fund statements. This amount represents the difference in the amounts deferred in the fund financial statements, but recognized in the Statement of Activities. (16,109)

Bond and capital lease proceeds are reported as financing sources in Governmental Funds and thus contribute to the change in fund balance. In the Statement of Net Position, however, issuing debt increases the long-term liabilities and does not affect the Statement of Activities. Similarly, the repayment of principal is an expenditure in the Governmental Funds but reduces the liability in the Statement of Net Position.

General long-term debt	<u>425,964</u>	
Net Adjustment		425,964

Governmental funds report pension contributions as expenditures. However, in the Statement of Activities, the cost of pension benefits earned net of employee contributions is reported as pension expense.

Pension contributions	207,773	
Cost of benefits earned net of employee contributions	<u>(310,724)</u>	
		(102,951)

Under the modified accrual basis of accounting used in the Governmental Funds, expenditures are not recognized for transactions that are not normally paid with expendable financial resources. In the Statement of Activities, however, which is presented on the accrual basis, expenses and liabilities are reported regardless of when financial resources are available. This adjustment combines the net changes of the following:

Compensated absences	1,320	
Landfill obligation	<u>(1,985)</u>	
Net Adjustment		<u>(665)</u>

Change in Net Position of Governmental Activities \$ 2,300,220

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

Town of South Hill, Virginia

Statement of Net Position

Proprietary Fund

At June 30, 2017

**Business-Type
Activities -
Enterprise Fund
Water and
Sewer Fund**

Assets**Current Assets**

Cash	\$ 2,264,403
Accounts receivable (net of allowance for bad debts)	<u>442,334</u>
Total Current Assets	2,706,737

Capital Assets

Fixed assets	27,900,165
Less: Accumulated depreciation	<u>(14,996,767)</u>
Total Capital Assets	12,903,398

Deferred Outflows of Resources

Deferred outflows - pension	<u>28,047</u>
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Total Assets and Deferred Outflows of Resources	<u><u>\$ 15,638,182</u></u>
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Liabilities**Current Liabilities**

Accounts payable and accrued liabilities	
Current portion of general obligation bonds	\$ 10,390
	<u>616,145</u>
Total Current Liabilities	626,535

Noncurrent Liabilities

Customer deposits	128,329
Net pension liability	319,993
General obligation bonds (net of current portion)	<u>1,776,183</u>
Total Noncurrent Liabilities	<u>2,224,505</u>

Total Liabilities	2,851,040
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Deferred Inflows of Resources

Deferred inflows - pension	34,026
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Net Position

Net investment in capital assets	10,511,071
Unrestricted	<u>2,242,045</u>

Total Net Position	<u>12,753,116</u>
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Total Liabilities, Deferred Inflows of Resources, and Net Position	<u><u>\$ 15,638,182</u></u>
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The accompanying notes to the financial statements are an integral part of this statement.

Town of South Hill, Virginia

Statement of Revenues, Expenses, and Changes in Fund Net Position

Proprietary Fund

Year Ended June 30, 2017

	Business-Type Activities - Enterprise Fund Water and Sewer Fund
Operating Revenues	
Charges for services	\$ 3,923,884
Miscellaneous	6,062
Connection and cut-on fees	<u>35,760</u>
Total Operating Revenues	3,965,706
Operating Expenses	
Water purchases	1,157,885
Salaries and wages	334,455
Fringe benefits	146,456
Contractual services	44,250
Chemicals	12,254
Vehicle and power equipment	7,105
Repairs and maintenance	255,438
Other charges	111,972
Depreciation	586,670
Utilities	139,550
Insurance	<u>18,827</u>
Total Operating Expenses	<u>2,814,862</u>
Operating Income	1,150,844
Nonoperating Revenues (Expenses)	
Investment and interest income	8,176
Interest expense on bonds	<u>(40,768)</u>
Total Nonoperating Revenues (Expenses)	<u>(32,592)</u>
Income Before Operating Transfers	1,118,252
Operating Transfers In (Out)	<u>(362,398)</u>
Change in Net Position	755,854
Total Net Position - Beginning of Year	<u>11,997,262</u>
Total Net Position - End of Year	<u><u>\$ 12,753,116</u></u>

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

Town of South Hill, Virginia

Statement of Cash Flows

Proprietary Fund

Year Ended June 30, 2017

	Business-Type Activities - Enterprise Fund Water and Sewer Fund
Cash Flows from Operating Activities	
Receipts from customers	\$ 3,991,275
Payments to personnel and related costs	(334,455)
Payments to suppliers	<u>(1,884,310)</u>
Net Cash Provided by Operating Activities	1,772,510
Cash Flows from Noncapital Financing Activities	
Funds from (paid to) other funds	<u>(362,398)</u>
Net Cash Used in Noncapital Financing Activities	(362,398)
Cash Flows from Financing Capital and Related Activities	
Purchase of capital assets	(206,658)
Principal paid on long-term debt	(597,145)
Interest paid on capital debt	<u>(40,768)</u>
Net Cash Used in Financing Capital and Related Activities	(844,571)
Cash Flows from Investing Activities	
Investment and interest income	<u>8,176</u>
Net Cash Provided by Investing Activities	<u>8,176</u>
Net Increase in Cash	573,717
Cash - Beginning of Year	<u>1,690,686</u>
Cash - End of Year	<u><u>\$ 2,264,403</u></u>
Reconciliation of Operating Income to Net Cash Provided by Operating Activities	
Operating income	\$ 1,150,844
<i>Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities</i>	
Depreciation expense	586,670
<i>Changes in assets and liabilities</i>	
Receivables, net	(7,478)
Due from other funds	11
Accounts payable and accrued expenses	9,427
Customer deposits	534
Deferred outflows - pension	4,770
Net pension liability	27,140
Deferred inflows - pension	<u>592</u>
Net Cash Provided by Operating Activities	<u><u>\$ 1,772,510</u></u>

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

Town of South Hill Virginia

Notes to the Financial Statements

Year Ended June 30, 2017

1 Summary of Significant Accounting Policies

Narrative Profile

The Town of South Hill, Virginia (the "Town"), which was incorporated in 1901, has a population of approximately 4,650 living within an area of 9.3 square miles. The Town is located in eastern Mecklenburg County, Virginia at the intersection of Interstate Highway 85 and U. S. Highway 58. The Town is governed by a Mayor, Town Manager, and an eight-member Town Council with each serving administrative and legislative functions.

The Town engages in a comprehensive range of municipal services, including general government administration, public safety, public works, parks, recreation, and cultural, and community development.

The financial statements of the Town have been prepared in conformity with the specifications promulgated by the Auditor of Public Accounts (APA) of the Commonwealth of Virginia, and the accounting principles generally accepted in the United States as specified by the Governmental Accounting Standards Board. The more significant of the government's accounting policies are described below:

1-A. Financial Reporting Entity

The basic criterion for determining whether a governmental department, agency, institution, commission, public authority, or other governmental organization should be included in a primary governmental unit's reporting entity for the basic financial statements is financial accountability. Financial accountability includes the appointment of a voting majority of the organization's governing body and the ability of the primary government to impose its will on the organization or if there is a financial benefit/burden relationship. In addition, an organization which is fiscally dependent on the primary government should be included in its reporting entity. These financial statements present the Town of South Hill, Virginia (the primary government).

Exclusion s from the Reporting Entity

Jointly Governed Organizations

Jointly governed organizations are regional governments or other multi-governmental arrangements that are governed by representation from each of the governments that create the organizations, and the participants do not retain an ongoing financial interest or responsibility in the organization.

The financial activities of the following organizations are excluded from the accompanying financial statements for the reasons indicated:

Related Organization

Industrial Development Authority of the Town of South Hill, Virginia

The Authority is a separate and distinct entity from the Town of South Hill, Virginia and is, in accordance with the Act, a political subdivision of the Commonwealth of Virginia and not subject to income taxation.

The Authority is governed by a seven-member Board of Directors appointed by the Town Council of the Town of South Hill, Virginia to serve staggered terms of four years.

1-B. Financial Reporting Model

The Town's Comprehensive Annual Financial Report includes management's discussion and analysis, the basic financial statements, and required supplementary information, described as follows:

Management's Discussion and Analysis – The basic financial statements are accompanied by a narrative introduction as well as an analytical overview of the Town's financial activities.

Government-wide Financial Statements – The government-wide financial statements include the Statement of Net Position and the Statement of Activities. These statements report financial information for the Town as a whole. Individual funds are not displayed but the statements distinguish governmental activities, generally supported by taxes and grants and the Town's general revenues, from business-type activities, generally financed in whole or in part with fees charged to external customers. The fiduciary funds of the primary government are not included in the government-wide financial statements.

The Statement of Net Position presents the financial position of the governmental and business-type activities of the Town at year end.

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the Town's governmental activities and for each identifiable activity of the business-type activities of the Town. Direct expenses are those that are specifically associated with a function and, therefore, clearly identifiable to that particular function. The Town does not allocate indirect expenses to functions in the Statement of Activities.

The Statement of Activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees and other charges to users of the Town's services; (2) operating grants and contributions which finance annual operating activities including restricted investment income; and (3) capital grants and contributions which fund the acquisition, construction, or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to these program uses. For identifying to which function program revenue pertains, the determining factor for *charges for services* is which function *generates* the revenue. For *grants and contributions*, the determining factor is to which function the revenues are *restricted*.

Other revenue sources not considered to be program revenues are reported as general revenues of the Town. The comparison of direct expenses with program revenues identifies the extent to which each governmental function and each identifiable business activity is self-financing or draws from the general revenues of the Town.

Fund Financial Statements – During the year, the Town segregates transactions related to certain Town functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Town at this more detailed level. Fund financial statements are provided for governmental, proprietary, and fiduciary funds.

Major individual governmental and proprietary funds are reported in separate columns.

Reconciliation of Government-wide and Fund Financial Statements – Since the governmental funds financial statements are presented on a different measurement focus and basis of accounting than the government-wide financial statements, a summary reconciliation of the difference between total fund balances as reflected on the governmental funds Balance Sheet and total governmental activities Net Position as shown on the government-wide Statement of Net Position is presented. In addition, a summary reconciliation of the difference between the total net change in fund balances as reflected on the governmental funds Statement of Revenues, Expenditures, and Changes in Fund Balances, and the change in Net Position of governmental activities as shown on the government-wide Statement of Activities is presented.

Budgetary Comparison Schedules – Demonstrating compliance with the adopted budget is an important component of a government's accountability to the public. Many citizens participate in the process of establishing the annual operating budgets of state and local governments and have a keen interest in following the actual financial progress of their governments over the course of the year. The Town and many other governments revise their original budgets over the course of the year for a variety of reasons.

GASB-Required Supplementary Pension – GASB issued Statement No. 68–*Accounting and Financial Reporting for Pensions—an amendment of GASB No. 27*. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for pensions.

1-C. Financial Statement Presentation

In the fund financial statements, financial transactions and accounts of the Town are organized on the basis of funds. The operation of each fund is considered to be an independent fiscal and separate accounting entity, with a self-balancing set of accounts recording cash and/or other financial resources together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The following is a brief description of the funds reported by the Town in each of its fund types in the financial statements:

- *Governmental Funds* – Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Fund liabilities are assigned to the fund from which they will be liquidated. The Town reports the difference between its governmental fund assets and deferred outflows of resources and its liabilities and deferred inflows of resources as fund balance. The following are the Town's major governmental funds:
 - *General Fund* – The General Fund is the primary operating fund of the Town and accounts for all revenues and expenditures applicable to the general operations of the Town which are not accounted for in other funds. Revenues are derived primarily from property and other local taxes, licenses, permits, charges for services, use of money and property, and intergovernmental grants.
 - *Special Revenue Funds* – Special Revenue Funds account for the proceeds of specific revenue sources (other than those derived from special assessments, expendable trusts, or dedicated for major capital projects) requiring separate accounting due to legal or regulatory provisions or administrative action. Special Revenue Funds include the following:
 - § Cemetery Fund – This fund accounts for Town revenues collected and disbursed for maintenance of the Cemetery Fund controlled by the Town.
 - *Capital Projects Funds* – The Capital Projects Fund consists of the West Main Street Community Development Fund which accounts for financial resources to be used for rehabilitation projects, other than those financed by proprietary funds, and the CRMP Exit 12 Fund which accounts for financial resources used for improvements to Exit 12, Interstate 85.
- *Proprietary Funds* – Proprietary fund reporting focuses on the determination of operating income, changes in net position, financial position, and cash flows. The Town has one enterprise fund, the Water and Sewer Fund, which accounts for operations that are financed and operated in a manner similar to private business enterprises. The intent of the Town is that the cost of providing services to the general public be financed or recovered through user charges.
- *Fiduciary Funds (Agency Funds)* – Fiduciary funds account for assets held by the Town in a trustee capacity or as an agent or custodian for individuals, private organizations, other governmental units, or other funds. Agency funds utilize the accrual basis of accounting. Since by definition, these assets are being held for the benefit of a third party and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide financial statements. The Town has no Fiduciary Funds at this time.

1-D. Measurement Focus and Basis of Accounting

The accompanying financial statements are prepared in accordance with pronouncements issued by the Governmental Accounting Standards Board. The principles prescribed by GASB represent generally accepted accounting principles applicable to governmental units.

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

The government-wide Statement of Activities reflects both the gross and net cost per functional category (public safety, public works, health and welfare, etc.) which are otherwise being supported by general government revenues, (property taxes, sales and use taxes, certain intergovernmental revenues, fines, permits and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants, and contributions. The program revenues must be directly associated with the function (public safety, public works, health and welfare, etc.) or a business-type activity.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. This is the manner in which these funds are normally budgeted. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Town's fiduciary funds are presented in the fund financial statements by type. Since by definition these assets are being held for the benefit of a third party and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide statements.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Accordingly, real and personal property taxes are recorded as revenues and receivables when billed, net of allowances for uncollectible amounts. Property taxes not collected within 60 days after year end are reflected as deferred revenues. Sales and utility taxes, which are collected by the state or utilities and, subsequently, remitted to the Town, are recognized as revenues and receivables upon collection by the state or utility, which is generally within two months preceding receipt by the Town.

Licenses, permits, fines, and rents are recorded as revenues when received. Intergovernmental revenues, consisting primarily of federal, state, and other grants for the purpose of funding specific expenditures, are recognized when earned or at the time of the specific expenditures. Revenues from general purpose grants are recognized in the period to which the grant applies. All other revenue items are considered to be measurable and available only when cash is received by the government.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with the proprietary fund's principal ongoing operations. Operating expenses for enterprise funds include the cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

1-E. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Fund Equity

1-E-1 Cash and Cash Equivalents

The Town operates a cash and investment pool which all funds utilize. The Town pools money from several funds to facilitate disbursement and investment and to maximize investment income. Therefore, all cash and investments are essentially demand deposits and are considered cash and cash equivalents.

The Town allocates investment earnings of the cash and investment pool to each participating fund on a monthly basis in accordance with that fund's average equity balance in the pool for that month.

1-E-2 Investments

Investments are stated at fair value which approximates market; no investments are valued at cost. Certificates of deposit and short-term repurchase agreements are reported in the accompanying financial statements as cash and cash equivalents.

State statutes authorize the government to invest in obligations of the U.S. Treasury, commercial paper, corporate bonds, repurchase agreements, the State Treasurer's Local Government Investment Pool (LGIP), and the State Non-Arbitrage Program (SNAP).

1-E-3 Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portions of the interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statement as internal balances.

All trade and property tax receivables are shown net of an allowance for uncollectibles. The Town calculates its allowance for uncollectible accounts using historical collection data and, in certain cases, specific account analysis. The allowance is composed of the following:

	<u>General</u>	<u>Water and Sewer</u>	<u>Total</u>
Property Taxes	\$ 170,132	\$ -	\$ 170,132
	<u>\$ 170,132</u>	<u>\$ -</u>	<u>\$ 170,132</u>

Real and Personal Property Tax Data

The tax calendars for real and personal property taxes are summarized below:

Real Property Personal Property

Levy	July 1	July 1
Due Date	January 5	January 5
Lien Date	July 1	July 1

The Town bills and collects its own property taxes.

A ten percent penalty or \$10 minimum is levied on all taxes not collected on or before their due date. An interest charge of ten percent per annum is also levied on such taxes beginning on January 6.

1-E-4 Prepaid Items

Payments made to vendors for services that will benefit periods beyond June 30 are recorded as prepaid items using the consumption method by recording an asset for the prepaid amount and reflecting the expenditure/expense in the year in which services are consumed. At the fund reporting level, an equal amount of fund balance is reported as nonspendable as this amount is not available for general appropriation.

1-E-5 Capital Assets

General capital assets are those capital assets not specifically related to activities reported in the proprietary funds. These assets generally result from expenditures in governmental funds. The Town reports these assets in the governmental activities column of the government-wide Statement of Net Position but does not report these assets in the governmental fund financial statements. Capital assets utilized by enterprise funds are reported both in the business-type activities column of the government-wide Statement of Net Position and in the enterprise funds' Statement of Net Position.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The Town maintains a capitalization threshold of \$5,000. The Town's infrastructure consists primarily of roads and bridges. Improvements to capital assets are capitalized; however, the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized.

Capital assets of the primary government, as well as the component unit, are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset Description</u>	<u>Estimated Lives</u>
Buildings and improvements	10 to 40 years
Infrastructure	40 years
Furniture and other equipment	3 to 20 years

1-E-6 Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Financial Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources until then.

In addition to liabilities, the Statement of Financial Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources until that time. Under a modified accrual basis of accounting, unavailable revenue representing property taxes receivable is reported in the governmental funds balance sheet. This amount is comprised of uncollected property taxes due prior to June 30 and is deferred and recognized as an inflow of resources in the period that the amount becomes available.

1-E-7 Compensated Absences

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the Town will compensate the employees for the benefits through paid time off or some other means.

All compensated absence liabilities include salary-related payments, where applicable.

The total compensated absence liability is reported on the government-wide financial statements. Proprietary funds report the total compensated absence liability in each individual fund at the fund reporting level. Governmental funds report the compensated absence liability at the fund reporting level when paid.

1-E-8 Pensions

The Virginia Retirement System (VRS) Political Subdivision Retirement Plan is a multi-employer, agent plan. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Political Subdivision's Retirement Plan and the additions to/deductions from the Political Subdivision's Retirement Plan's net fiduciary position have been determined on the same basis as they were reported by the Virginia Retirement System (VRS). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

1-E-9 Fund Equity

Fund equity at the governmental fund financial reporting level is classified as fund balance. Fund equity for all other reporting is classified as net position.

Governmental Fund Balances – Generally, governmental fund balances represent the difference between the current assets and deferred outflows of resources, and current liabilities and deferred inflows of resources. Governmental funds report fund balance classifications that comprise a hierarchy based primarily on the extent to which the Town is bound to honor constraints on the specific purposes for which resources can be spent. Fund balances are classified as follows:

Nonspendable – amounts that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact.

Restricted – amounts that can be spent only for specific purposes because of constitutional provisions, charter requirements or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed – amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level of action to remove or change the constraint.

Assigned – amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes.

Unassigned – all amounts not classified as nonspendable, restricted, committed, or assigned.

Net Position – Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources. Net investment in capital assets consists of cost of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. This net investment in capital assets amount also is adjusted by any bond issuance deferral amounts. Net position is reported as restricted when there are limitations imposed on its use either through the enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. All other net position is reported as unrestricted.

1-E-10 Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the Town, these revenues are charges for services for water and sewer. Operating expenses are necessary costs incurred to provide the good or service that are the primary activity of the fund. All other items that do not directly relate to the principal and usual activity of the fund are recorded as nonoperating revenues and expenses. These items include investment earnings and gains or losses on the disposition of capital assets.

1-E-11 Interfund Activity

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after the non-operating revenues/expenses section in proprietary funds.

1-E-12 Long-Term Obligations

The Town reports long-term debt of Governmental Funds at face value in the general long-term debt account group. The face value of the debt is believed to approximate fair value. Certain other governmental fund obligations not expected to be financed with current available financial resources are also reported in the general long-term debt account group. Long-term debt and other obligations financed by Proprietary Funds are reported as liabilities in the appropriate funds.

1-E-13 Adoption of New GASB Statements

During the fiscal year ended June 30, 2017, the Town adopted the following GASB statement:

- Statement No. 82, *"Pension Issues, an Amendment of GASB Statements No. 67, No. 68, and No. 73"*

The adoption of this statement had no effect on the current financial statements.

1-F. *Estimates*

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

1-G. *Subsequent Events*

Management has performed an analysis of the activities and transactions subsequent to June 30, 2017 to determine the need for any adjustments to and/or disclosures within the audited financial statements for the year ended June 30, 2017. Management has performed their analysis through November 27, 2017.

2 **Stewardship, Compliance, and Accountability**

Budgets and Budgetary Accounting

The Town Council annually adopts budgets for the various funds of the primary government. All appropriations are legally controlled at the department level for the primary Government Funds. Unexpended appropriations lapse at the end of each fiscal year.

Budgetary Data

The following procedures are used by the Town in establishing the budgetary data reflected in the financial statements:

1. Prior to April 1, the Town Manager submits to the Town Council a proposed operating and capital budget for the fiscal year commencing July 1. The operating budget and capital budget includes proposed expenditures and the means of financing them.
2. Public hearings are conducted to obtain citizen comments.
3. Prior to June 30, the budget is legally enacted through passage of an Appropriations Resolution.
4. The Appropriations Resolution places legal restrictions on expenditures at the fund, function, and departmental level. These appropriations for each fund, function, and department can be revised only by the Town Council.
5. Formal budgetary integration is employed as a management control device during the year and budgets are legally adopted for all major funds.
6. All budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

There were no fund deficits at June 30, 2017.

3 **Cash and Cash Equivalents**

Deposits

Deposits with banks are covered by the Federal Deposit Insurance Corporation (FDIC) and collateralized in accordance with the Virginia Security for Public Deposits Act (the "Act") Section 2.2-4400 et seq. of the *Code of Virginia*. Under the Act, banks and savings institutions holding public deposits in excess of the amount insured by the FDIC must pledge collateral to the Commonwealth of Virginia Treasury Board. Financial institutions may choose between two collateralization methodologies and depending upon that choice, will pledge collateral that ranges in the amounts from 50% to 130% of excess deposits. Accordingly, all deposits are considered fully collateralized.

The following is a summary and reconciliation of the pooled cash and certificates of deposit at June 30, 2017:

<u>Asset Type</u>	<u>Balance June 30, 2017</u>
Petty cash	\$ 950
Deposit accounts	<u>21,972,288</u>
Total Cash and Cash Equivalents	<u>\$ 21,973,238</u>

4 Net Receivables

Receivables at June 30, 2017 consist of the following:

Primary Government

		<u>Governmental Activities</u>				
	<u>General</u>	<u>Community Development</u>	<u>Special Revenue</u>	<u>Total Governmental</u>	<u>Enterprise Activities</u>	<u>Total</u>
Utility taxes	\$ 12,791	\$ -	\$ -	\$ 12,791	\$ -	\$ 12,791
Garbage, water and sewer	90,841	-	430,419	521,260	-	521,260
Meals tax	170,844	-	-	170,844	-	170,844
Lodging tax	41,988	-	-	41,988	-	41,988
Sales tax	-	-	-	-	-	-
Fines	5,710	-	-	5,710	-	5,710
Miscellaneous	<u>1,278</u>	<u>-</u>	<u>11,915</u>	<u>13,193</u>	<u>-</u>	<u>13,193</u>
Total Net Receivables	<u>\$ 323,452</u>	<u>\$ -</u>	<u>\$442,334</u>	<u>\$ 765,786</u>	<u>\$ -</u>	<u>\$ 765,786</u>

5 Interfund Transfers

Interfund transfers for the year ended June 30, 2017 consisted of the following:

Primary Government

	<u>Transfer To</u>	<u>Transfer From</u>
General Fund		
From Water and Sewer Fund	\$ -	\$ 237,794
From Cemetery Fund	-	7,000
From Water and Sewer Fund for administrative fees	<u>-</u>	<u>124,604</u>
Total General Fund	-	369,398
Water and Sewer Fund		
To General Fund	237,794	-
To General Fund for administrative fees	<u>124,604</u>	<u>-</u>
Total Water and Sewer Fund	<u>362,398</u>	<u>-</u>
Cemetery Fund		
To General Fund	<u>7,000</u>	<u>-</u>
Total Transfers	<u>\$ 369,398</u>	<u>\$ 369,398</u>

6 Capital Assets

The following is a summary of changes in capital assets:

Governmental Activities

	Balance July 1, 2016	Increases	Decreases	Balance June 30, 2017
Capital Assets Not Being Depreciated				
Land, land improvements, and easements	\$ 1,660,435	\$ 43,403	\$ -	\$ 1,703,838
Total Capital Assets Not Being Depreciated	1,660,435	43,403	-	1,703,838
Other Capital Assets				
Buildings and improvements	7,302,805	329,526	-	7,632,331
Streets and related infrastructure	8,653,823	-	-	8,653,823
Machinery, equipment, and vehicles	5,986,034	442,823	-	6,428,857
Total Other Capital Assets	21,942,662	772,349	-	22,715,011
Less: Accumulated depreciation for				
Buildings and improvements	2,709,909	192,648	-	2,902,557
Streets and related infrastructure	7,906,930	30,526	-	7,937,456
Machinery, equipment, and vehicles	4,591,435	294,660	-	4,886,095
Total Accumulated Depreciation	15,208,274	517,834	-	15,726,108
Other Capital Assets, Net	6,734,388	254,515	-	6,988,903
Net Capital Assets	\$ 8,394,823	\$ 297,918	\$ -	\$ 8,692,741

Depreciation expense was allocated as follows:

General government administration	\$ 137,238
Public safety	106,029
Public works	146,778
Parks, recreation, and cultural	127,789
Total Depreciation Expense	\$ 517,834

Business-Type Activities

	Balance July 1, 2016	Increases	Decreases	Balance June 30, 2017
Capital Assets Not Being Depreciated				
Land, land improvements, and easements	\$ 664,020	\$ -	\$ -	\$ 664,020
Total Capital Assets Not Being Depreciated	664,020	-	-	664,020
Other Capital Assets				
Water and sewer infrastructure	25,379,957	126,195	-	25,506,152
Machinery, equipment, and vehicles	1,649,529	80,463	-	1,729,992
Total Other Capital Assets	27,029,486	206,658	-	27,236,144
Less: Accumulated depreciation for				
Water and sewer infrastructure	13,209,550	467,901	-	13,677,451
Machinery, equipment, and vehicles	1,200,546	118,769	-	1,319,315
Total Accumulated Depreciation	14,410,096	586,670	-	14,996,766
Other Capital Assets, Net	12,619,390	(380,012)	-	12,239,378
Net Capital Assets	<u>\$ 13,283,410</u>	<u>\$ (380,012)</u>	<u>\$ -</u>	<u>\$ 12,903,398</u>
Depreciation expense was allocated as follows:				
Water and sewer activities	<u>\$ 586,670</u>			
Total Depreciation Expense	<u>\$ 586,670</u>			

7 Compensated Absences

Town employees can accumulate up to 360 hours of compensated leave. Upon termination, employees are paid accumulated vacation leave. The Town has outstanding compensated absences totaling \$283,720 for the governmental activities.

8 Long-Term Debt

PRIMARY GOVERNMENT

Annual requirements to amortize long-term debt and related interest are as follows:

Year(s) Ended June 30.	<u>General Fund</u>		<u>Enterprise Fund</u>		<u>Total</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2018	\$ 253,000	\$ 4,888	\$ 616,145	\$ 81,144	\$ 869,145	\$ 86,032
2019	116,686	1,599	389,092	67,463	505,778	69,062
2020	-	-	103,372	59,270	103,372	59,270
2021	-	-	103,372	55,161	103,372	55,161
2022	-	-	596,860	207,320	596,860	207,320
2023-2027	-	-	583,487	58,720	583,487	58,720
Total	<u>\$ 369,686</u>	<u>\$ 6,487</u>	<u>\$ 2,392,328</u>	<u>\$ 529,078</u>	2,762,014	<u>\$ 535,565</u>
Landfill obligation					154,710	
Compensated absences					<u>283,720</u>	
Total Long-Term Debt					<u>\$ 3,200,444</u>	

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Changes in Long-Term Debt

The following is a summary of changes in long-term obligations of the Town:

	<u>Balance</u> <u>July 1, 2016</u>	<u>Increase</u>	<u>Decrease</u>	<u>Balance</u> <u>June 30, 2017</u>	<u>Due Within</u> <u>One Year</u>
General Fund					
Benchmark Community Bank - Bond Series 2014C	\$ 619,987	\$ -	\$ 250,301	\$ 369,686	\$ 253,000
Benchmark Community Bank - Bond Series 2014B	<u>175,965</u>	<u>-</u>	<u>175,965</u>	<u>-</u>	<u>-</u>
Subtotal	795,952	-	426,266	369,686	253,000
Landfill obligation	152,725	1,985	-	154,710	-
Compensated absences	<u>285,041</u>	<u>-</u>	<u>1,321</u>	<u>283,720</u>	<u>-</u>
Total General Fund	1,233,718	1,985	427,587	808,116	253,000
Enterprise Funds - Water and Sewer					
Benchmark Community Bank - Bond Series 2014A	862,720	-	284,000	578,720	288,000
Virginia Resources Authority - Series 2010	1,550,000	-	80,000	1,470,000	85,000
Virginia Resources Authority - Series 2009	<u>430,000</u>	<u>-</u>	<u>210,000</u>	<u>220,000</u>	<u>220,000</u>
Total Water and Sewer Fund	2,842,720	-	574,000	2,268,720	593,000
ADD					
Unamortized Premium on Bond Series 2009A and 2010A	<u>146,752</u>	<u>-</u>	<u>23,144</u>	<u>123,608</u>	<u>23,145</u>
Total Enterprise Funds - Water and Sewer	<u>2,989,472</u>	<u>-</u>	<u>597,144</u>	<u>2,392,328</u>	<u>616,145</u>
Grand Total - All Debt	<u>\$ 4,223,190</u>	<u>\$ 1,985</u>	<u>\$ 1,024,731</u>	<u>\$ 3,200,444</u>	<u>\$ 869,145</u>

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Bonds and notes payable at June 30, 2017 are comprised of the following:

Governmental Activities

General Obligation Bond Series 2014 with Benchmark Community Bank for \$1,118,000 payable in annual installments ranging from \$123,000 to \$245,000 for five years with a stated interest rate of 1.300 percent. Proceeds used to pay off prior bond series.	\$ 369,686
Subtotal	369,686
Landfill obligation	154,710
Compensated absences	<u>283,720</u>
Total Governmental Activities	808,116

Enterprise Fund - Water and Sewer Fund

General Obligation Bond Series 2014 with Benchmark Community Bank for \$1,421,000 payable in annual installments ranging from \$278,000 to \$291,000 for five years with a stated interest rate of 1.300 percent. Proceeds used to pay off prior bond series.	578,720
\$1,995,000 Virginia Resources Authority, Pooled Bond Loan Program, Wastewater and Storm Facilities GOB Series 2010A, semiannual interest payments at varying rates from 2.88 percent to 5.20 percent and annual principal payments ranging from \$80,000 per year to \$150,000 per year for a 20-year period.	1,470,000
\$1,705,000 Water and Sewer Revenue Bonds 2009 with Virginia Resources Authority, semiannual interest payments at varying rates from 1.125 percent to 5.125 percent with annual payments to Virginia Resources Authority varying from \$170,000 to \$220,000 annually for a period of 9 years.	220,000
Unamortized Premiums on Bond Series 2009A and 2010A	<u>123,608</u>
Total Enterprise Fund - Water and Sewer Fund	<u>2,392,328</u>
Total Long-Term Debt	<u>\$ 3,200,444</u>

9 Net Investment in Capital Assets

The “net investment in capital assets” amount reported on the government-wide Statement of Net Position as of June 30, 2017 is determined as follows:

	Governmental Activities	Business- Type Activities
Net Investment in Capital Assets		
Cost of capital assets	\$ 24,418,849	\$ 27,900,165
Less: Accumulated depreciation	<u>(15,726,108)</u>	<u>(14,996,766)</u>
Book value	8,692,741	12,903,399
Less: Capital related debt	(369,686)	(2,268,720)
Less: Unamortized debt issuance premium	<u>-</u>	<u>(123,608)</u>
Net Investment in Capital Assets	<u><u>\$ 8,323,055</u></u>	<u><u>\$ 10,511,071</u></u>

10 Deferred Inflows of Resources

Deferred inflows of resources from unavailable property taxes are comprised of the following:

Primary Government General Fund

Unavailable revenue - property taxes	\$ <u>166,832</u>
Total Deferred Inflows of Resources - Governmental Funds	\$ <u><u>166,832</u></u>

11 Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town joined together with other local governments in Virginia to form the Virginia Municipal Liability Pool, a public entity risk pool currently operating as a common risk management and insurance program for participating local governments. The Town pays an annual premium to the pool for substantially all of its insurance coverage. In the event of a loss deficit and depletion of all available excess insurance, the pool may assess all members in the proportion which the premium of each bears to the total premiums of all members in the year in which such deficit occurs.

The Town continues to carry commercial insurance for all other risks of loss, including employee dishonesty and employee health and accident insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

12 Commitments and Contingencies

If applicable, federal programs in which the Town participates were audited in accordance with the requirements by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Pursuant to the Uniform Guidance, all major programs and certain other programs were tested for compliance with applicable grant requirements. While no matters of noncompliance were disclosed by the audit, the Federal Government may subject grant programs to additional compliance tests which may result in disallowed expenditures. In the opinion of management, any future disallowance of current grant program expenditures, if any, would be immaterial.

13 Litigation

At June 30, 2017, there were no matters of litigation involving the Town which would materially affect the Town's financial position should any court decisions or pending matters not be favorable to such entities.

14 Legal Compliance

The Virginia Public Finance Act contains state law for issuance of long-term and short-term debt. The Act states, in part, that no municipality may issue bonds or other interest-bearing obligations, including existing indebtedness, which will at any time exceed ten percent of the assessed valuation on real estate as shown by the last preceding assessment for taxes. Short-term revenue anticipation bonds/notes, general obligation bonds approved in a referendum, revenue bonds, and contract obligations for publically owned or regional projects should not be included in the debt limitation.

Computation of Legal Debt Margin

Total Assessed Value of Taxed Real Estate	<u>\$ 419,987,500</u>
Debt Limit - 10 Percent of Total Assessed Value	\$ 41,998,750
Amount of Debt Applicable to Debt Limit	
General obligation debt	<u>369,687</u>
Legal Debt Margin	<u>\$ 41,629,063</u>

15 Surety Bond Information

The following officers are insured through the Commonwealth of Virginia Faithful Performance of Duty Bond Plan in effect at June 30, 2017:

<u>Name</u>	<u>Title</u>	<u>Amount</u>
Kim Callis	Town Manager	\$ 200,000
Bill Wilson	Public Works Director	50,000
Katherine Ward	Finance Director	400,000
Anna Cratch	Town Clerk	25,000
Karen Lambert	HR Manager	50,000
All Employees	Faithful Performance Blanket Bond	10,000

16 Landfill Obligation

State and Federal laws and regulations require the Town to place a final cover on its landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site for ten years after closure.

The Town will recognize the remaining estimated costs of post-closure care of \$154,710 as the costs to finalize closure of its landfill. These amounts are based on what it would cost to perform all post-closure care as of June 30, 2017. Actual costs may be higher due to inflation, changes in technology, or changes in regulations. The Town is paying these costs on an annual pay-as-you-go basis.

17 Pension Plan

Plan Description

All full-time, salaried permanent employees of the Political Subdivision are automatically covered by a VRS Retirement Plan upon employment. This plan is administered by the Virginia Retirement System (the System) along with plans for other employer groups in the Commonwealth of Virginia. Members earn one month of service credit for each month they are employed and for which they and their employer pay contributions to VRS. Members are eligible to purchase prior service, based on specific criteria as defined in the *Code of Virginia*, as amended. Eligible prior service that may be purchased includes prior public service, active military service, certain periods of leave, and previously refunded service.

The System administers three different benefit structures for covered employees – Plan 1, Plan 2, and Hybrid. Each of these benefit structures has different eligibility criteria. The specific information for each plan and the eligibility for covered groups within each plan are set out in the table below:

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RETIREMENT PLAN PROVISIONS

PLAN 1

About Plan 1

Plan 1 is a defined benefit plan. The retirement benefit is based on a member's age, creditable service, and average final compensation at retirement using a formula. Employees are eligible for Plan 1 if their membership date is before July 1, 2010, and they were vested as of January 1, 2013.

Eligible Members

Employees are in Plan 1 if their membership date is before July 1, 2010, and they were vested as of January 1, 2013.

Hybrid Opt-In Election

VRS non-hazardous duty covered Plan 1 members were allowed to make an irrevocable decision to opt into the Hybrid Retirement Plan during a special election window held January 1 through April 30, 2014.

The Hybrid Retirement Plan's effective date for eligible Plan 1 members who opted in was July 1, 2014.

If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.

Members who were eligible for an optional retirement plan (ORP) and had prior service under Plan 1 were not eligible to elect the Hybrid Retirement Plan and remain as Plan 1 or ORP.

PLAN 2

About Plan 2

Plan 2 is a defined benefit plan. The retirement benefit is based on a member's age, creditable service, and average final compensation at retirement using a formula. Employees are eligible for Plan 2 if their membership date is on or after July 1, 2010, or their membership date is before July 1, 2010, and they were not vested as of January 1, 2013.

Eligible Members

Employees are in Plan 2 if their membership date is on or after July 1, 2010, or their membership date is before July 1, 2010, and they were not vested as of January 1, 2013.

Hybrid Opt-In Election

Eligible Plan 2 members were allowed to make an irrevocable decision to opt into the Hybrid Retirement Plan during a special election window held January 1 through April 30, 2014.

The Hybrid Retirement Plan's effective date for eligible Plan 2 members who opted in was July 1, 2014.

If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.

Members who were eligible for an optional retirement plan (ORP) and have prior service under Plan 2 were not eligible to elect the Hybrid Retirement Plan and remain as Plan 2 or ORP.

HYBRID RETIREMENT PLAN

About the Hybrid Retirement Plan

The Hybrid Retirement Plan combines the features of a defined benefit plan and a defined contribution plan. Most members hired on or after January 1, 2014 are in this plan, as well as Plan 1 and Plan 2 members who were eligible and opted into the plan during a special election window. (See "Eligible Members")

- The defined benefit is based on a member's age, creditable service, and average final compensation at retirement using a formula.
- The benefit from the defined contribution component of the plan depends on the member and employer contributions made to the plan and the investment performance of those contributions.
- In addition to the monthly benefit payment payable from the defined benefit plan at retirement, a member may start receiving distributions from the balance in the defined contribution account, reflecting the contributions, investment gains or losses, and any required fees.

Eligible Members

Employees are in the Hybrid Retirement Plan if their membership date is on or after January 1, 2014. This includes:

- Political subdivision employees*
- Members in Plan 1 or Plan 2 who elected to opt into the plan during the election window held January 1 - April 30, 2014; the plan's effective date for opt-in members was July 1, 2014

**Non-Eligible Members*

Some employees are not eligible to participate in the Hybrid Retirement Plan. They include:

- Political subdivision employees who are covered by enhanced benefits for hazardous duty employees

Those employees eligible for an optional retirement plan (ORP) must elect the ORP plan or the Hybrid Retirement Plan. If these members have prior service under Plan 1 or Plan 2, they are not eligible to elect the Hybrid Retirement Plan and must select Plan 1 or Plan 2 (as applicable) or ORP.

PLAN 1

Retirement Contributions

Employees contribute 5% of their compensation each month to their member contribution account through a pre-tax salary reduction. Some political subdivisions elected to phase in the required 5% member contribution but all employees will be paying the full 5% by July 1, 2016. Member contributions are tax-deferred until they are withdrawn as part of a retirement benefit or as a refund. The employer makes a separate actuarially determined contribution to VRS for all covered employees. VRS invests both member and employer contributions to provide funding for the future benefit payment.

Creditable Service

Creditable service includes active service. Members earn creditable service for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional creditable service the member was granted. A member's total creditable service is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit.

Vesting

Vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members become vested when they have at least five years (60 months) of creditable service. Vesting means members are eligible to qualify for retirement if they meet the age and service requirements for their plan. Members also must be vested to receive a full refund of their member contribution account balance if they leave employment and request a refund.

Members are always 100% vested in the contributions that they make.

PLAN 2

Retirement Contributions

Employees contribute 5% of their compensation each month to their member contribution account through a pre-tax salary reduction. Some political subdivisions elected to phase in the required 5% member contribution but all employees will be paying the full 5% by July 1, 2016.

Creditable Service

Same as Plan 1.

Vesting

Same as Plan 1.

HYBRID RETIREMENT PLAN

Retirement Contributions

A member's retirement benefit is funded through mandatory and voluntary contributions made by the member and the employer to both the defined benefit and the defined contribution components of the plan. Mandatory contributions are based on a percentage of the employee's creditable compensation and are required from both the member and the employer. Additionally, members may choose to make voluntary contributions to the defined contribution component of the plan, and the employer is required to match those voluntary contributions according to specified percentages.

Creditable Service

Defined Benefit Component:

Under the defined benefit component of the plan, creditable service includes active service. Members earn creditable service for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional creditable service the member was granted. A member's total creditable service is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit.

Defined Contributions Component:

Under the defined contribution component, creditable service is used to determine vesting for the employer contribution portion of the plan.

Vesting

Defined Benefit Component:

Defined benefit vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members are vested under the defined benefit component of the Hybrid Retirement Plan when they reach five years (60 months) of creditable service. Plan 1 or Plan 2 members with at least five years (60 months) of creditable service who opted into the Hybrid Retirement Plan remain vested in the defined benefit component.

Defined Contributions Component:

Defined contribution vesting refers to the minimum length of service a member needs to be eligible to withdraw the employer contributions from the defined contribution component of the plan.

Members are always 100% vested in the contributions that they make.

PLAN 1

Calculating the Benefit

The Basic Benefit is calculated based on a formula using the member's average final compensation, a retirement multiplier, and total service credit at retirement. It is one of the benefit payout options available to a member at retirement.

An early retirement reduction factor is applied to the Basic Benefit if the member retires with a reduced retirement benefit or selects a benefit payout option other than the Basic Benefit.

Average Final Compensation

A member's average final compensation is the average of the 36 consecutive months of highest compensation as a covered employee.

Service Retirement Multiplier

VRS: The retirement multiplier is a factor used in the formula to determine a final retirement benefit. The retirement multiplier for non-hazardous duty members is 1.70%.

Sheriffs and regional jail superintendents: The retirement multiplier for sheriffs and regional jail superintendents is 1.85%.

Political subdivision hazardous duty employees: The retirement multiplier of eligible political subdivision hazardous duty employees other than sheriffs and regional jail superintendents is 1.70% or 1.85% as elected by the employer.

PLAN 2

Calculating the Benefit

See definition under Plan 1.

Average Final Compensation

A member's average final compensation is the average of their 60 consecutive months of highest compensation as a covered employee.

Service Retirement Multiplier

VRS: Same as Plan 1 for service earned, purchased, or granted prior to January 1, 2013. For non-hazardous duty members, the retirement multiplier is 1.65% for creditable service earned, purchased, or granted on or after January 1, 2013.

Sheriffs and regional jail superintendents: Same as Plan 1.

Political subdivision hazardous duty employees: Same as Plan 1.

HYBRID RETIREMENT PLAN

Upon retirement or leaving covered employment, a member is eligible to withdraw a percentage of employer contributions to the defined contribution component of the plan, based on service.

- After two years, a member is 50% vested and may withdraw 50% of employer contributions.
- After three years, a member is 75% vested and may withdraw 75% of employer contributions.
- After four or more years, a member is 100% vested and may withdraw 100% of employer contributions.

Distribution is not required by law until age 70 1/2.

Calculating the Benefit

Defined Benefit Component:

See definition under Plan 1.

Defined Contribution Component:

The benefit is based on contributions made by the member and any matching contributions made by the employer, plus net investment earnings on those contributions.

Average Final Compensation

Same as Plan 2. It is used in the retirement formula for the defined benefit component of the plan.

Service Retirement Multiplier

Defined Benefit Component:

VRS: The retirement multiplier for the defined benefit component is 1.00%.

For members who opted into the Hybrid Retirement Plan from Plan 1 or Plan 2, the applicable multipliers for those plans will be used to calculate the retirement benefit for service credited in those plans.

Sheriffs and regional jail superintendents: Not applicable.

Political subdivision hazardous duty employees: Not applicable.

Defined Contribution Component

Not applicable.

PLAN 1

Normal Retirement Age

VRS: Age 65.

Political subdivisions hazardous duty employees:
Age 60.

Earliest Unreduced Retirement Eligibility

VRS: Age 65 with at least five years (60 months) of creditable service or at age 50 with at least 30 years of creditable service.

Political subdivisions hazardous duty employees:
Age 60 with at least five years of creditable service or age 50 with at least 25 years of creditable service.

Earliest Reduced Retirement Eligibility

VRS: Age 55 with at least five years (60 months) of creditable service or age 50 with at least 10 years of creditable service.

Political subdivisions hazardous duty employees:
Age 50 with at least five years of creditable service.

Cost-of-Living Adjustment (COLA) in Retirement

The Cost-of-Living Adjustment (COLA) matches the first 3% increase in the Consumer Price Index for all Urban Consumers (CPI-U) and half of any additional increase (up to 4%) up to a maximum COLA of 5%.

Eligibility:

For members who retire with an unreduced benefit or with a reduced benefit with at least 20 years of creditable service, the COLA will go into effect on July 1 after one full calendar year from the retirement date.

For members who retire with a reduced benefit and who have less than 20 years of creditable service, the COLA will go into effect on July 1 after one calendar year following the unreduced retirement eligibility date.

PLAN 2

Normal Retirement Age

VRS: Normal Social Security retirement age.

Political subdivisions hazardous duty employees:
Same as Plan 1.

Earliest Unreduced Retirement Eligibility

VRS: Normal Social Security retirement age with at least five years (60 months) of creditable service or when their age and service equal 90.

Political subdivisions hazardous duty employees:
Same as Plan 1.

Earliest Reduced Retirement Eligibility

VRS: Age 60 with at least five years (60 months) of creditable service.

Political subdivisions hazardous duty employees:
Same as Plan 1.

Cost-of-Living Adjustment (COLA) in Retirement

The Cost-of-Living Adjustment (COLA) matches the first 2% increase in the CPI-U and half of any additional increase (up to 2%), for a maximum COLA of 3%.

Eligibility:

Same as Plan 1

HYBRID RETIREMENT PLAN

Normal Retirement Age

Defined Benefit Component:

VRS: Same as Plan 2.

Political subdivisions hazardous duty employees:
Not applicable.

Defined Contribution Component:

Members are eligible to receive distributions upon leaving employment subject to restrictions.

Earliest Unreduced Retirement Eligibility

Defined Benefit Component:

VRS: Normal Social Security retirement age and have at least five years (60 months) of creditable service or when their age and service equal 90.

Political subdivisions hazardous duty employees:
Not applicable.

Defined Contribution Component:

Members are eligible to receive distributions upon leaving employment subject to restrictions.

Earliest Reduced Retirement Eligibility

Defined Benefit Component:

VRS: Age Members may retire with a reduced benefit as early as age 60 with at least five years (60 months) of creditable service.

Political subdivisions hazardous duty employees:
Not applicable

Defined Contribution Component:

Members are eligible to receive distributions upon leaving employment subject to restrictions.

Cost-of-Living Adjustment (COLA) in Retirement

Defined Benefit Component:

Same as Plan 2

Defined Contribution Component:

Not applicable

Eligibility:

Same as Plan 1 and Plan 2

PLAN 1

Exceptions to COLA Effective Dates:

The COLA is effective July 1 following one full calendar year (January 1 to December 31) under any of the following circumstances:

- The member is within five years of qualifying for an unreduced retirement benefit as of January 1, 2013.
- The member retires on disability.
- The member retires directly from short-term or long-term disability under the Virginia Sickness and Disability Program (VSDP).
- The member is involuntarily separated from employment for causes other than job performance or misconduct and is eligible to retire under the Workforce Transition Act or the Transitional Benefits Program.
- The member dies in service and the member's survivor or beneficiary is eligible for a monthly death-in-service benefit. The COLA will go into effect on July 1 following one full calendar year (January 1 to December 31) from the date the monthly benefit begins.

Disability Coverage

Members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.70% on all service, regardless of when it was earned, purchased, or granted.

VSDP members are subject to a one-year waiting period before becoming eligible for non-work related disability benefits.

Purchase of Prior Service

Members may be eligible to purchase service from previous public employment, active duty military service, an eligible period of leave or VRS refunded service as creditable service in their plan. Prior creditable service counts towards vesting, eligibility for retirement and the health insurance credit. Only active members are eligible to purchase prior service. When buying service, members must purchase their most recent period of service first. Members also may be eligible to purchase periods of leave without pay.

PLAN 2

Exceptions to COLA Effective Dates:

Same as Plan 1

Disability Coverage

Members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.65% on all service, regardless of when it was earned, purchased, or granted.

VSDP members are subject to a one-year waiting period before becoming eligible for non-work related disability benefits.

Purchase of Prior Service

Same as Plan 1

HYBRID RETIREMENT PLAN

Exceptions to COLA Effective Dates:

Same as Plan 1 and Plan 2

Disability Coverage

Employees of political subdivisions (including Plan 1 and Plan 2 opt-ins) participate in the Virginia Local Disability Program (VLDP) unless their local governing body provides an employer-paid comparable program for its members.

Hybrid members (including Plan 1 and Plan 2 opt-ins) covered under VLDP are subject to a one-year waiting period before becoming eligible for non-work related disability benefits.

Purchase of Prior Service

Defined Benefit Component:

Same as Plan 1, with the following exceptions:

- Hybrid Retirement Plan members are ineligible for ported service.
- The cost for purchasing refunded service is the higher of 4% of creditable compensation or average final compensation.
- Plan members have one year from their date of hire or return from leave to purchase all but refunded prior service at approximate normal cost. After that one-year period, the rate for most categories of service will change to actuarial cost.

Defined Contribution Component:

Not applicable

Employees Covered by Benefit Terms

As of the June 30, 2015 actuarial valuation, the following employees were covered by the benefit terms of the pension plan:

	<u>Number</u>
Inactive members or their beneficiaries currently receiving benefits	23
Inactive members:	
Vested inactive members	11
Non-vested inactive members	19
Inactive members active elsewhere in VRS	<u>15</u>
Total inactive members	45
Active members	<u>60</u>
Total covered employees	<u>128</u>

Contributions

The contribution requirement for active employees is governed by §51.1-145 of the *Code of Virginia*, as amended, but may be impacted as a result of funding options provided to political subdivisions by the Virginia General Assembly. Employees are required to contribute 5.00% of their compensation toward their retirement. Prior to July 1, 2012, all or part of the 5.00%-member contribution may have been assumed by the employer. Beginning July 1, 2012, new employees were required to pay the 5.00%-member contribution. In addition, for existing employees, employers were required to begin making the employee pay the 5.00%-member contribution. This could be phased in over a period of up to 5 years and the employer is required to provide a salary increase equal to the amount of the increase in the employee-paid member contribution.

If the employer used the certified rate: The political subdivision's contractually required contribution rate for the year ended June 30, 2017 was 8.42% of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2015.

This rate, when combined with employee contributions, was expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the pension plan from the political subdivision were \$235,820 and \$294,948 for the years ended June 30, 2017 and June 30, 2016, respectively.

Net Pension Liability

The political subdivisions net pension liability was measured as of June 30, 2016. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of June 30, 2015, using updated actuarial assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2016.

Actuarial Assumptions – General Employees

The total pension liability for General Employees in the Political Subdivision's Retirement Plan was based on an actuarial valuation as of June 30, 2015, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2016.

Inflation	2.5 percent
Salary increases, including inflation	3.5 percent - 5.35 percent
Investment rate of return	7.0 percent, net of pension plan investment expense, including inflation*

*Administrative expenses as a percent of the market value of assets for the last experience study were found to be approximately 0.06% of the market assets for all of the VRS plans. This would provide an assumed investment return rate for GASB purposes of slightly more than the assumed 7.0%. However, since the difference was minimal, and a more conservative 7.0% investment return assumption provided a projected plan net position that exceeded the projected benefit payments, the long-term expected rate of return on investments was assumed to be 7.0% to simplify preparation of pension liabilities.

Mortality rates: 14% of deaths are assumed to be service related

Largest 10 – Non-LEOS:

Pre-Retirement:

RP-2000 Employee Mortality Table Projected with Scale AA to 2020 with males set forward 4 years and females were set back 2 years.

Post-Retirement:

RP-2000 Combined Mortality Table Projected with Scale AA to 2020 with males set forward 1 year.

Post-Disablement:

RP-2000 Disability Life Mortality Table Projected to 2020 with males set back 3 years and no provision for future mortality improvement.

All Others (Non 10 Largest) – Non-LEOS:

Pre-Retirement:

RP-2000 Employee Mortality Table Projected with Scale AA to 2020 with males set forward 4 years and females were set back 2 years.

Post-Retirement:

RP-2000 Combined Mortality Table Projected with Scale AA to 2020 with males set forward 1 year.

Post-Disablement:

RP-2000 Disability Life Mortality Table Projected to 2020 with males set back 3 years and no provision for future mortality improvement.

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of an actuarial experience study for the period from July 1, 2008 through June 30, 2012. Changes to the actuarial assumptions as a result of the experience study are as follows:

Largest 10 – Non-LEOS:

- Update mortality table
- Decrease in rates of service retirement
- Decrease in rates of disability retirement
- Reduce rates of salary increase by 0.25% per year

All Others (Non 10 Largest) – Non-LEOS:

- Update mortality table
- Decrease in rates of service retirement
- Decrease in rates of disability retirement
- Reduce rates of salary increase by 0.25% per year

Actuarial Assumptions – Public Safety Employees

The total pension liability for Public Safety employees in the Political Subdivision Retirement Plan was based on an actuarial valuation as of June 30, 2015, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2016.

Inflation	2.5 percent
Salary increases, including inflation	3.5 percent - 4.75 percent
Investment rate of return	7.0 percent, net of pension plan investment expense, including inflation*

*Administrative expenses as a percent of the market value of assets for the last experience study were found to be approximately 0.06% of the market assets for all of the VRS plans. This would provide an assumed investment return rate for GASB purposes of slightly more than the assumed 7.0%. However, since the difference was minimal, and a more conservative 7.0% investment return assumption provided a projected plan net position that exceeded the projected benefit payments, the long-term expected rate of return on investments was assumed to be 7.0% to simplify preparation of pension liabilities.

Mortality rates: 60% of deaths are assumed to be service related

Largest 10 – LEOS:

Pre-Retirement:

RP-2000 Employee Mortality Table Projected with Scale AA to 2020 with males set back 2 years and females set back 2 years.

Post-Retirement:

RP-2000 Combined Mortality Table Projected with Scale AA to 2020 with males set forward 1 year.

Post-Disablement:

RP-2000 Disability Life Mortality Table Projected to 2020 with males set back 3 years and no provision for future mortality improvement.

All Others (Non 10 Largest) – LEOS:

Pre-Retirement:

RP-2000 Employee Mortality Table Projected with Scale AA to 2020 with males set back 2 years and females set back 2 years.

Post-Retirement:

RP-2000 Combined Mortality Table Projected with Scale AA to 2020 with males set forward 1 year.

Post-Disablement:

RP-2000 Disability Life Mortality Table Projected to 2020 with males set back 3 years and no provision for future mortality improvement.

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of an actuarial experience study for the period from July 1, 2008 through June 30, 2012. Changes to the actuarial assumptions as a result of the experience study are as follows:

Largest 10 – LEOS:

- Update mortality table
- Decrease in male rates of disability

All Others (Non 10 Largest) – LEOS:

- Update mortality table
- Adjustments to rates of service retirement for females
- Increase in rates of withdrawal
- Decrease in male and female rates of disability

Long-Term Expected Rate of Return

The long-term expected rate of return on pension System investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension System investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and best estimate of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class (Strategy)</u>	<u>Target Allocation</u>	<u>Arithmetic Long-Term Expected Rate of Return</u>	<u>Weighted Average Long-Term Expected Rate of Return</u>
U. S. Equity	19.50%	6.46%	1.26%
Developed Non U. S. Equity	16.50%	6.28%	1.04%
Emerging Market Equity	6.00%	10.00%	0.60%
Fixed Income	15.00%	0.09%	0.01%
Emerging Debt	3.00%	3.51%	0.11%
Rate Sensitive Credit	4.50%	3.51%	0.16%
Non Rate Sensitive Credit	4.50%	5.00%	0.23%
Convertibles	3.00%	4.81%	0.14%
Public Real Estate	2.25%	6.12%	0.14%
Private Real Estate	12.75%	7.10%	0.91%
Private Equity	12.00%	10.41%	1.25%
Cash	<u>1.00%</u>	-1.50%	<u>-0.02%</u>
Total	<u>100.00%</u>		5.83%
			<u>2.50%</u>
Inflation			
*Expected arithmetic nominal return			<u>8.33%</u>

*Using stochastic projection results provides an expected range of real rates of return over various time horizons. Looking at one year results produces an expected real return of 8.33% but also has a high standard deviation, which means there is high volatility. Over larger time horizons, the volatility declines significantly and provides a median return of 7.44%, including expected inflation of 2.50%.

Discount Rate

The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that System member contributions will be made per the VRS Statutes and the employer contributions will be made in accordance with the VRS funding policy at rates equal to the difference between actuarially determined contribution rates adopted by the VRS Board of Trustees and the member rate. Through the fiscal year ending June 30, 2018, the rate contributed by the employer for the Political Subdivision Retirement Plan will be subject to the portion of the VRS Board-certified rates that are funded by the Virginia General Assembly. From July 1, 2018 on, participating employers are assumed to contribute 100% of the actuarially determined contribution rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the Long-term expected rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in Net Pension Liability

	Total Pension Liability (a)	Increase (Decrease) Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances at June 30, 2015	\$ 10,400,473	\$ 7,800,534	\$ 2,599,939
Changes for the Year			
Service cost	219,206	-	219,206
Interest	717,940	-	717,940
Benefit changes	-	-	-
Differences between expected and actual experience	(280,545)	-	(280,545)
Contributions - employer	-	293,643	(293,643)
Contributions - employee	-	133,865	(133,865)
Net investment income	-	143,332	(143,332)
Benefit payments, including refunds	(288,387)	(288,387)	-
Refunds of employee contributions	-	-	-
Administrative expenses	-	(4,754)	4,754
Other changes	-	(59)	59
Net Changes	368,214	277,640	90,574
Balances at June 30, 2016	<u>\$ 10,768,687</u>	<u>\$ 8,078,174</u>	<u>\$ 2,690,513</u>

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the political subdivision using the discount rate of 7.00%, as well as what the political subdivision's net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.00%) or one percentage point higher (8.00%) than the current rate:

	1.00% Decrease (6.00%)	Current Discount Rate (7.00%)	1.00% Increase (8.00%)
Political subdivision's			
Net Pension Liability	\$ 4,217,839	\$ 2,690,513	\$ 1,431,450

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2017, the political subdivision recognized pension expense of \$162,559. At June 30, 2017, the political subdivision reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ 286,091
Change in assumptions	-	-
Net difference between projected and actual earnings on pension plan investments	211,015	-
Employer contributions subsequent to the measurement date	<u>24,805</u>	<u>-</u>
Total	<u>\$ 235,820</u>	<u>\$ 286,091</u>

\$235,820 reported as deferred outflows of resources related to pensions resulting from the political subdivision's contributions subsequent to the measurement date will be recognized as a reduction of the Net Pension Liability in the fiscal year ending June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future reporting periods as follows:

Year Ended June 30,	
2018	\$ (94,797)
2019	(94,799)
2020	47,031
2021	67,489
2022	-
Thereafter	-

Pension Plan Data

Information about the VRS Political Subdivision Retirement Plan's Fiduciary Net Position is also available in the separately issued VRS 2016 Comprehensive Annual Financial Report (CAFR). A copy of the 2016 VRS CAFR may be downloaded from the VRS website at http://www.varetire.org/Pdf/Publications/2016_annual-report.pdf, or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, VA 23218-2500.

18 Fund Balances – Governmental Funds

As of June 30, 2017, fund balances are composed of the following:

	Primary Government
Restricted	
Cemetery Fund - Subsequent years' appropriations	\$ 9,197
Total Restricted	<u>\$ 9,197</u>

REQUIRED SUPPLEMENTARY INFORMATION



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Town of South Hill, Virginia

Budgetary Comparison Schedule

Year Ended June 30, 2017

General Fund

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance With Final Budget Positive (Negative)</u>
Revenues				
General Property Taxes				
Real property taxes	\$ 1,425,000	\$ 1,425,000	\$ 1,456,984	\$ 31,984
Public service corporation property taxes	55,200	55,200	64,447	9,247
Personal property taxes	550,000	550,000	617,606	67,606
Delinquent taxes	1,000	1,000	-	(1,000)
Interest on taxes	3,000	3,000	11,820	8,820
Penalties on taxes	3,000	3,000	14,597	11,597
Total General Property Taxes	2,037,200	2,037,200	2,165,454	128,254
Other Local Taxes				
Local sales and use taxes	260,000	260,000	544,012	284,012
Consumers' utility taxes	190,000	190,000	193,974	3,974
Business licenses	701,500	701,500	898,855	197,355
Motor vehicle licenses	36,000	36,000	41,272	5,272
Bank stock taxes	185,000	185,000	212,997	27,997
Lodging taxes	350,000	350,000	427,957	77,957
Meals taxes	1,650,000	1,650,000	1,877,927	227,927
Other local taxes	6,000	6,000	22,000	16,000
Total Other Local Taxes	3,378,500	3,378,500	4,218,994	840,494
Permits, Privilege Fees, and Regulatory Licenses				
Zoning and subdivision fees	1,500	1,500	1,300	(200)
Building permits	50,000	50,000	105,101	55,101
Total Permits, Privilege Fees, and Regulatory Licenses	51,500	51,500	106,401	54,901
Fines and Forfeitures				
Court fines	130,000	130,000	100,244	(29,756)
Parking fines	1,500	1,500	770	(730)
Total Fines and Forfeitures	131,500	131,500	101,014	(30,486)
Revenue from Use of Money and Property				
Revenue from use of money	60,000	60,000	96,667	36,667
Revenue from use of property	3,000	3,000	47,476	44,476
Revenue from sale of property	-	-	820	820
Total Revenue from Use of Money and Property	63,000	63,000	144,963	81,963

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance With Final Budget Positive (Negative)</u>
Charges for Services				
Sanitation and waste removal	475,000	475,000	519,172	44,172
Landfill tipping fees	200,000	200,000	217,264	17,264
Other miscellaneous charges	<u>50</u>	<u>50</u>	<u>-</u>	<u>(50)</u>
Total Charges for Services	675,050	675,050	736,436	61,386
Miscellaneous	255,750	255,750	101,214	(154,536)
Intergovernmental				
<i>Revenue from the Commonwealth of Virginia</i>				
<i>Noncategorical Aid</i>				
Personal Property Tax Relief Act	113,068	113,068	113,068	-
Communication sales and use tax	175,000	175,000	168,002	(6,998)
State Aid Asset Forfeiture	-	-	4,134	4,134
Rolling Stock Tax	-	-	109	109
Mobile Home Tax	-	-	366	366
Rental Vehicle Tax	22,000	22,000	44,352	22,352
VDOT Revenue Sharing	<u>1,060,000</u>	<u>1,060,000</u>	<u>-</u>	<u>(1,060,000)</u>
Total Noncategorical Aid	1,370,068	1,370,068	330,031	(1,040,037)
<i>Categorical Aid</i>				
Street and highway revenues	1,100,000	1,100,000	1,376,119	276,119
Police Law Enforcement Grant	112,600	112,600	112,616	16
Fire Department Grant	-	13,581	15,090	1,509
Other project grants	10,000	10,000	2,270	(7,730)
Cultural and Arts Grants	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>-</u>
Total Categorical Aid	<u>1,227,600</u>	<u>1,241,181</u>	<u>1,511,095</u>	<u>269,914</u>
Total Revenue from the Commonwealth of Virginia	2,597,668	2,611,249	1,841,126	(770,123)
Revenue from the Federal Government				
Downtown Revitalization	790,000	790,000	-	(790,000)
Police Grants	<u>-</u>	<u>-</u>	<u>8,964</u>	<u>8,964</u>
Total Revenue from the Federal Government	<u>790,000</u>	<u>790,000</u>	<u>8,964</u>	<u>(781,036)</u>
Total Intergovernmental Revenues	<u>3,387,668</u>	<u>3,401,249</u>	<u>1,850,090</u>	<u>(1,551,159)</u>
Total Revenues	9,980,168	9,993,749	9,424,566	(569,183)

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Expenditures				
Current				
<i>General Government Administration</i>				
Town Council	111,716	111,716	61,976	49,740
Other general administration	133,750	176,750	112,266	64,484
Finance Director	517,210	517,210	509,423	7,787
Town Manager	211,110	218,810	216,516	2,294
Municipal Services	115,075	115,075	113,564	1,511
Total General Government Administration	1,088,861	1,139,561	1,013,745	125,816
<i>Public Safety</i>				
Police Department	1,920,168	1,920,168	2,093,001	(172,833)
Fire Department	366,404	370,804	378,603	(7,799)
Building Inspector	164,411	164,411	127,774	36,637
Total Public Safety	2,450,983	2,455,383	2,599,378	(143,995)
<i>Public Works</i>				
Sanitation	698,924	698,924	719,408	(20,484)
Street maintenance	3,877,966	3,877,966	1,415,771	2,462,195
Town shop maintenance	264,930	264,930	261,747	3,183
Building and grounds maintenance	1,589,634	1,589,634	506,770	1,082,864
Total Public Works	6,431,454	6,431,454	2,903,696	3,527,758
<i>Parks, Recreation, and Cultural</i>				
Library	24,920	24,920	22,386	2,534
Parks and recreation	379,309	379,309	339,084	40,225
Total Parks, Recreation, and Cultural	404,229	404,229	361,470	42,759
<i>Community Development</i>				
South Hill Community Development Association	315,900	315,900	316,084	(184)
Other planning and community development	482,556	499,856	293,692	206,164
Total Community Development	798,456	815,756	609,776	205,980
<i>Debt Service</i>	676,185	676,185	490,021	186,164
Total Expenditures	11,850,168	11,922,568	7,978,086	3,944,482
Excess (Deficiency) of Revenues Over Expenditures	(1,870,000)	(1,928,819)	1,446,480	3,375,299
Other Financing Sources (Uses)				
Proceeds from bonds	1,750,000	1,750,000	-	(1,750,000)
Prior year surplus	-	58,819	-	(58,819)
Transfers in	120,000	120,000	300,781	180,781
Total Other Financing Sources (Uses)	1,870,000	1,928,819	300,781	(1,628,038)
Net Change in Fund Balance	\$ -	\$ -	1,747,261	\$ 1,747,261
Fund Balance - Beginning of Year			18,180,897	
Fund Balance - End of Year			\$ 19,928,158	

Cemetery Fund

	Original Budget	Final Budget	Actual	Variance With Final Budget Positive (Negative)
Revenues				
Miscellaneous revenue	\$ -	\$ -	\$ 4,980	\$ 4,980
Total Revenues	-	-	4,980	4,980
Expenditures				
Cemetery maintenance	-	-	49,178	(49,178)
Total Expenditures	-	-	49,178	(49,178)
Excess (Deficiency) of Revenues Over Expenditures	-	-	(44,198)	(44,198)
Other Financing Sources (Uses)				
Transfers in (out)	-	-	(7,000)	(7,000)
Total Other Financing Sources (Uses)	-	-	(7,000)	(7,000)
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	(51,198)	<u>\$ (51,198)</u>
Fund Balance - Beginning of Year			60,395	
Fund Balance - End of Year			<u>\$ 9,197</u>	

Town of South Hill, Virginia

Schedule of Changes in the Political Subdivision's Net Pension Liability and Related Ratios

	<u>2016</u>	<u>2015</u>	<u>2014</u>
Total pension liability			
Service cost	\$ 219,206	\$ 221,445	\$ 219,741
Interest	717,940	683,450	639,859
Changes of benefit terms	-	-	-
Differences between expected and actual experience	(280,545)	(141,590)	-
Changes in assumptions			
Benefit Payments, including refunds of employee contributions	<u>(288,387)</u>	<u>(252,810)</u>	<u>(220,917)</u>
Net change in total pension liability	368,214	510,495	638,683
Total pension liability - beginning	<u>10,400,473</u>	<u>9,889,978</u>	<u>9,251,295</u>
Total pension liability - ending (a)	<u>\$ 10,768,687</u>	<u>\$ 10,400,473</u>	<u>\$ 9,889,978</u>
 Plan fiduciary net position			
Contributions - employer	\$ 293,643	\$ 284,506	\$ 284,688
Contributions - employee	133,865	130,070	127,161
Net investment income	143,332	341,779	985,156
Benefit Payments, including refunds of employee contributions	(288,387)	(252,810)	(220,917)
Administrative expense	(4,754)	(4,445)	(5,106)
Other	<u>(59)</u>	<u>(72)</u>	<u>52</u>
Net change in plan fiduciary net position	277,640	499,028	1,171,034
Plan fiduciary net position - beginning	<u>7,800,534</u>	<u>7,301,506</u>	<u>6,130,472</u>
Plan fiduciary net position - ending (b)	<u>\$ 8,078,174</u>	<u>\$ 7,800,534</u>	<u>\$ 7,301,506</u>
 Political subdivision's net pension liability - ending (a) - (b)	<u>\$ 2,690,513</u>	<u>\$ 2,599,939</u>	<u>\$ 2,588,472</u>
 Plan fiduciary net position as a percentage of the total Pension liability	75.02%	75.00%	73.83%
 Covered payroll	\$ 2,966,627	\$ 3,079,442	\$ 2,862,798
 Political subdivision's net pension liability as a percentage of covered payroll	90.69%	84.43%	90.42%

Town of South Hill, Virginia

Schedule of Employer Contributions

For the Years Ended June 30, 2008 through 2017

Date	Contractually Required Contribution (1)	Contributions in Relation to Contractually Required Contribution (2)	Contribution Deficiency (Excess) (3)	Employer's Covered Payroll (4)	Contributions as a % of Covered Payroll (5)
2017	\$ 235,820	\$ 235,820	\$ -	\$ 2,966,627	7.95%
2016	291,352	291,352	-	3,079,442	9.46%
2015	287,012	287,012	-	2,862,798	10.03%
2014	287,776	287,776	-	2,469,837	11.65%
2013	305,339	305,339	-	2,469,837	12.36%
2012	400,660	400,660	-	2,303,891	17.39%
2011	383,155	383,155	-	2,279,610	16.81%
2010	326,791	326,791	-	2,293,815	14.25%
2009	331,920	331,920	-	2,343,262	14.16%
2008	345,093	345,093	-	2,244,399	15.38%

For Reference Only:

Column 1 – Employer contribution rate multiplied by the employer's covered payroll

Column 2 – Actual employer contribution remitted to VRS

Column 4 – Employer's covered payroll amount for the fiscal year

Town of South Hill, Virginia

Notes to Required Supplementary Information

For the Year Ended June 30, 2017

Changes of benefit terms – There have been no actuarially material changes to the System benefit provisions since the prior actuarial valuation. The 2014 valuation includes Hybrid Retirement Plan members for the first time. The hybrid plan applies to most new employees hired on or after January 1, 2014 and not covered by enhanced hazardous duty benefits. Because this is a fairly new benefit and the number of participants was relatively small, the impact on the liabilities as of the measurement date of June 30, 2016 is not material.

Changes of assumptions – The following changes in actuarial assumptions were made effective June 30, 2013 based on the most recent experience study of the System for the four-year period ending June 30, 2012:

Largest 10 – Non-LEOS:

- Update mortality table
- Decrease in rates of service retirement
- Decrease in rates of disability retirement
- Reduce rates of salary increase by 0.25% per year

Largest 10 – LEOS:

- Update mortality table
- Decrease in male rates of disability

All Others (Non 10 Largest) – Non-LEOS:

- Update mortality table
- Decrease in rates of service retirement
- Decrease in rates of disability retirement
- Reduce rates of salary increase by 0.25% per year

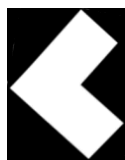
All Others (Non 10 Largest) – LEOS:

- Update mortality table
- Adjustments to rates of service retirement for females
- Increase in rates of withdrawal
- Decrease in male and female rates of disability

COMPLIANCE SECTION



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James A. Allen, Jr., CPA
Nadine L. Chase, CPA

Sherwood H. Creedle, Emeritus

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

To the Town Council
Town of South Hill, Virginia

We have audited, in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and *Specifications for Audits of Counties, Cities, and Towns*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia, the financial statements of the governmental activities, the business-type activities, and each major fund of the Town of South Hill, Virginia, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town of South Hill, Virginia's basic financial statements and have issued our report thereon dated November 27, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of South Hill, Virginia's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of South Hill, Virginia's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of South Hill, Virginia's internal control.

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

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

Compliance and Other Matters

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

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Creedle, Jones & Alga, P.C.

Creedle, Jones & Alga, P.C.
Certified Public Accountants

South Hill, Virginia
November 27, 2017