

**TOWN OF BROADWAY, VIRGINIA**  
**FINANCIAL AND COMPLIANCE REPORTS**  
**JUNE 30, 2019**

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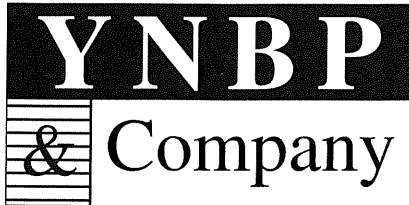
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Christopher R. Montgomery, CPA  
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## INDEPENDENT AUDITORS' REPORT

To the Honorable Town Council  
Town of Broadway  
P.O. Box 156  
Broadway, VA 22815

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the fiduciary fund of the Town of Broadway, Virginia, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Town of Broadway'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.

### Auditors' Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' 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.

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**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, each major fund, and the fiduciary fund of the Town of Broadway, Virginia, as of June 30, 2019, and the respective changes in financial position, and where applicable, 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 and the required supplementary information, listed in the table of contents, 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 Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Broadway's basic financial statements. The other supplementary information, listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, and is also not a required part of the basic financial statements.

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

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 15, 2019, on our consideration of the Town of Broadway'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 Broadway's internal control over financial reporting and compliance.

*Young, Nicholas, Branner & Phillips, LLP*

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Town of Broadway's financial performance provides an overview of the Town's financial activities for the year ended June 30, 2019. Please read it in conjunction with the Town's financial statements, which begin on page 12.

### FINANCIAL HIGHLIGHTS

- The assets of the Town exceeded its liabilities by \$17,231,649 at the close of the most recent fiscal year.
- The Town's net position increased as a result of this year's operations. The net position of the business-type activities increased by \$359,791, and the net position of the governmental activities increased by \$405,743.
- In the Town's business-type activities, operating revenues increased by \$452,096 from the previous year while operating expenses increased by \$145,111.
- In the Town's governmental activities, operating revenues increased by \$73,267 from the previous year while operating expenses increased by \$90,403.
- Actual revenues were \$93,718 more than budgeted for the General Fund. General Fund expenditures were \$185,568 less than budgeted.
- Operating revenues were \$44,890 more than budgeted for the Water Fund. Water Fund operating expenses, excluding depreciation, were \$43,589 more than budgeted. In addition, interest expense was \$66,952 less than budgeted.
- Operating revenues were \$93,510 more than budgeted for the Sewer Fund. Sewer Fund operating expenses, excluding depreciation, were \$127,741 more than budgeted. In addition, interest expense was \$8,104 more than budgeted.
- The Town added \$4,813,166 in capital additions during the current fiscal year.
- The Town's long-term debt increased by \$3,723,195 during the current fiscal year.

### USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (on pages 12 and 13) provide information about the activities of the Town as a whole and present a longer-term view of the Town's finances. Fund financial statements start on page 14. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the Town's operations in more detail than the government-wide statements by providing information about the Town's most significant funds.

## Reporting the Town as a Whole

One of the most important questions asked about the Town's finances is, "Is the Town as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the Town as a whole and about its activities in a way that help answer this question. These statements include *all* assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the Town's *net position* and changes in it. You can think of the Town's net position-the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources-as one way to measure the Town's financial health, or *financial position*. Over time, *increases* or *decreases* in the Town's net position are one indicator of whether its *financial health* is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the Town's property base and condition of the Town's roads to assess the *overall health* of the Town.

In the Statement of Net Position and the Statement of Activities, we divide the Town into two kinds of activities:

- *Governmental activities*-Most of the Town's basic services are reported here, including public safety, public works, community development, cultural and recreation and general administration. Property taxes, other local taxes, and state and federal grants finance most of these activities.
- *Business-type activities*-The Town charges a fee to customers/users to help it cover all or most of the cost of certain services it provides. The Town's water and sewer systems and RBEG Fund are reported here.

## Reporting the Town's Most Significant Funds

The fund financial statements begin on page 14 and provide detailed information about the Town's funds-not the Town as a whole. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town uses fund accounting to ensure and reflect compliance (or noncompliance) with finance-related legal requirements, such as the budget ordinance. The Town's two kinds of funds-*governmental* and *proprietary*-use different accounting approaches.

- *Governmental fund*-Most of the Town's basic services are reported in the governmental fund, which focuses on how money flows into and out of the fund and the balance left at year-end that is nonspendable, restricted, committed, assigned, or unassigned. These classifications of fund balance show the nature and extent of constraints placed on the Town's fund balance by law, creditors, Town Council, and the Town's annually adopted budget. Unassigned fund balance is available for spending for any purpose. This fund is reported using an accounting method called *modified accrual* accounting, which measures cash and all other *financial* assets that can readily be converted to cash. The governmental fund statements provide a detailed *short-term view* of the Town's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Town's programs. We describe the relationship (or differences) between governmental *activities* (reported in the Statement of Net Position and the Statement of Activities) and the governmental *fund* in reconciliations following the fund financial statements.
- *Proprietary funds*-When the Town charges customers/users for the services provided it is reported in the proprietary funds. Proprietary funds are reported in the same way that all activities are reported in the Statement of Net Position and the Statement of Activities. In fact, the Town's enterprise funds are the same as the business-type activities we report in the government-wide statements but provide more detail and additional information, such as cash flows, for proprietary funds.

## THE TOWN AS TRUSTEE

The Town is the trustee, or fiduciary, for the IDA Fund. All of the Town's fiduciary activities are reported in a separate Statement of Fiduciary Net Position and a Statement of Changes in Fiduciary Net Position on pages 24 and 25. Since this fund is custodial in nature (i.e. assets equal liabilities) it does not involve the measurement of results of operations. We exclude these activities from the Town's other financial statements because the Town cannot use these assets to finance its operations. The Town is responsible for ensuring that the assets reported in this fund are used for their intended purposes.

## THE TOWN AS A WHOLE

The Town's *combined* net position changed significantly from a year ago – *increasing* from \$16,466,115 to \$17,231,649. During the year, the net position of the governmental activities increased by 7.99 percent and business-type activities decreased by 3.16 percent. Below is a summary of the net position as of June 30, 2019 and 2018.

### NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2019	2018	2019	2018	2019	2018
Current and other assets	\$ 923,747	\$ 546,653	\$ 1,349,741	\$ 971,367	\$ 2,273,488	\$ 1,518,020
Capital assets	<u>5,484,130</u>	<u>5,398,576</u>	<u>31,281,475</u>	<u>27,509,726</u>	<u>36,765,605</u>	<u>32,908,302</u>
Total assets	<u>\$ 6,407,877</u>	<u>\$ 5,945,229</u>	<u>\$ 32,631,216</u>	<u>\$ 28,481,093</u>	<u>\$ 39,039,093</u>	<u>\$ 34,426,322</u>
Total deferred outflow of resources	<u>\$ 89,835</u>	<u>\$ 107,197</u>	<u>\$ 186,241</u>	<u>\$ 219,024</u>	<u>\$ 276,076</u>	<u>\$ 326,221</u>
Long-term liabilities	\$ 463,872	\$ 506,418	\$ 20,542,118	\$ 16,922,911	\$ 21,005,990	\$ 17,429,329
Other liabilities	<u>118,564</u>	<u>80,784</u>	<u>389,118</u>	<u>285,982</u>	<u>507,682</u>	<u>366,766</u>
Total liabilities	<u>\$ 582,436</u>	<u>\$ 587,202</u>	<u>\$ 20,931,236</u>	<u>\$ 17,208,893</u>	<u>\$ 21,513,672</u>	<u>\$ 17,796,095</u>
Total deferred inflows of resources	<u>\$ 432,138</u>	<u>\$ 387,829</u>	<u>\$ 137,710</u>	<u>\$ 102,504</u>	<u>\$ 569,848</u>	<u>\$ 490,333</u>
Net position:						
Net investment in capital assets	\$ 5,220,615	\$ 5,159,528	\$ 10,768,112	\$ 10,725,908	\$ 15,988,727	\$ 15,885,436
Unrestricted	<u>262,523</u>	<u>(82,133)</u>	<u>980,399</u>	<u>662,812</u>	<u>1,242,922</u>	<u>580,679</u>
Total net position*	<u>\$ 5,483,138</u>	<u>\$ 5,077,395</u>	<u>\$ 11,748,511</u>	<u>\$ 11,388,720</u>	<u>\$ 17,231,649</u>	<u>\$ 16,466,115</u>

\*Net position of 2018 governmental and business-type activities has been restated (see Note 16, page 62)

The largest portion of the Town's net position (92.79 percent) reflects its investments in capital assets (e.g., land, buildings, equipment and improvements), less any debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide service to citizens; consequently these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. The remaining balance of unrestricted net position (\$1,242,922) may be used to meet the government's ongoing obligation to citizens and creditors.



The following is a summary of the change in net position for the governmental and business-type activities for the years ended June 30, 2019 and 2018.

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>
<b>Revenues</b>						
Charges for services	\$ 305,519	\$ 292,691	\$ 4,264,685	\$ 3,812,715	\$ 4,570,204	\$ 4,105,406
General property taxes	337,379	334,741	-	-	337,379	334,741
Other local taxes	808,605	777,596	-	-	808,605	777,596
Intergovernmental	587,403	565,062	-	-	587,403	565,062
Miscellaneous	<u>5,691</u>	<u>1,240</u>	<u>10,465</u>	<u>10,339</u>	<u>16,156</u>	<u>11,579</u>
Total revenues	<u>\$ 2,044,597</u>	<u>\$ 1,971,330</u>	<u>\$ 4,275,150</u>	<u>\$ 3,823,054</u>	<u>\$ 6,319,747</u>	<u>\$ 5,794,384</u>
<b>Program expenses</b>						
General government	\$ 462,274	\$ 450,969	\$ -	\$ -	\$ 462,274	\$ 450,969
Public safety	543,391	511,063	-	-	543,391	511,063
Public works	559,335	493,632	-	-	559,335	493,632
Cultural and recreation	207,163	223,881	-	-	207,163	223,881
Community development	31,318	33,533	-	-	31,318	33,533
RBEG	-	-	15	275	15	275
Water	-	-	555,840	556,504	555,840	556,504
Sewer	-	-	2,790,841	2,644,806	2,790,841	2,644,806
Total expenses	<u>\$ 1,803,481</u>	<u>\$ 1,713,078</u>	<u>\$ 3,346,696</u>	<u>\$ 3,201,585</u>	<u>\$ 5,150,177</u>	<u>\$ 4,914,663</u>
Operating income	<u>\$ 241,116</u>	<u>\$ 258,252</u>	<u>\$ 928,454</u>	<u>\$ 621,469</u>	<u>\$ 1,169,570</u>	<u>\$ 879,721</u>
<b>Nonoperating</b>						
Interest income	\$ 5,506	\$ 821	\$ 12,675	\$ 4,574	\$ 18,181	\$ 5,395
Rental income	14,000	14,000	41,064	41,064	55,064	55,064
Spring lease	-	-	(5,000)	(5,000)	(5,000)	(5,000)
Gain on disposal of assets	-	-	3,066	-	3,066	-
Interest expense	<u>(7,547)</u>	<u>(7,412)</u>	<u>(534,972)</u>	<u>(449,299)</u>	<u>(542,519)</u>	<u>(456,711)</u>
Total nonoperating	<u>\$ 11,959</u>	<u>\$ 7,409</u>	<u>\$ (483,167)</u>	<u>\$ (408,661)</u>	<u>\$ (471,208)</u>	<u>\$ (401,252)</u>
Income before contributions and transfers	\$ 253,075	\$ 265,661	\$ 445,287	\$ 212,808	\$ 698,362	\$ 478,469
Contributions	67,172	-	-	25,000	67,172	25,000
Transfers	<u>85,496</u>	<u>250,447</u>	<u>(85,496)</u>	<u>(250,447)</u>	<u>-</u>	<u>-</u>
Change in net position	<u>\$ 405,743</u>	<u>\$ 516,108</u>	<u>\$ 359,791</u>	<u>\$ (12,639)</u>	<u>\$ 765,534</u>	<u>\$ 503,469</u>

The Town's total revenues increased by \$525,363 (9.07 percent), and the total cost of all programs and services increased by \$235,514 (4.79 percent). Our analysis that follows separately considers the operations of governmental and business-type activities.

## Governmental Activities

Operating revenues for the Town's governmental activities increased by \$73,267 (3.72 percent) and operating expenses increased by \$90,403 (5.28 percent). The factors driving these results include:

### Revenues

- *Intergovernmental revenues* increased by \$22,341 due primarily to an increase in highway maintenance funding of \$13,524, as well as modest increases in other intergovernmental revenues.
- *Charges for services* overall increased by \$12,828. Contributing increases within this category were from park revenues and police fines which increased by \$5,038 and \$2,093, respectively. Park revenues increased because of an uptick in pool attendance due to better weather than the previous year, and fines increased slightly after a decrease in fiscal year 2018. In addition, trash collection fees increased by \$5,869 due to continued growth within the Town.
- *Other local taxes* increased by \$31,009. Meals tax increased by \$17,063, with the addition of several new restaurants in Town. Growth and a favorable economy contributed to local sales and use tax increasing by \$9,723. Bank capital stock tax increased \$9,387 as the banks held additional customer deposits over the prior year. Cigarette taxes declined by \$5,997, as two less rolls were sold than in the previous years.

### Expenses

- *General government* increased by \$11,305. Insurance costs increased by \$13,491 due to an increase in property, liability and workers compensation premiums.
- *Public safety* increased by \$32,328. Salaries and employee benefits increased by \$19,882 and \$1,474, respectively. The Town increased salaries for all officers in order to maintain staff and be in line with compensation at nearby localities. Uniforms and supplies expense increased by \$6,722, primarily from the additional costs associated with adding a new K-9 unit. Depreciation expense increased by \$8,241 over fiscal year 2018, primarily due to new equipment purchased for the department during 2019.
- *Public works* increased by \$65,703. Street maintenance costs increased by \$30,036, due to repairs and the cost of patching streets. The Town also purchased more chemicals for use on the streets than in the previous fiscal year. Beautification increased by \$18,201 due to the purchase of new Christmas decorations for the Town. Depreciation expense increased by \$13,267 over fiscal year 2018. Fiscal year 2019 reflected the first full year of depreciation on the Springbrook Road Project.
- *Cultural and recreation* decreased by \$16,718. This was mostly due to operating expenses decreasing by \$14,068 as a result of fewer maintenance projects than the previous year.

The Town's governmental activities also included a new grant from the National Fish and Wildlife Foundation to help restore Linville Creek. The amount received in fiscal year 2019 was \$67,172 and is reported as a contribution on the statement of activities.

## Business-Type Activities

Operating revenues for the Town's business-type activities increased by \$452,096 (11.83 percent) and operating expenses increased by \$145,111 (4.53 percent). The factors driving these results include:

### Revenues

- *Water and sewer revenues* increased by \$452,096. Charges for services increased by \$33,749 due to a small rate increase and more customers. Connection fees increased by \$56,840 due to new development and building in the Town. Sludge revenue increased by \$15,805 due to more sludge being generated from recent upgrades. Wastewater contracts increased by \$345,576 because of the large fluctuation in fines charged to Pilgrims Pride.

### Expenses

- *Water, sewer, and RBEG expenses* increased by \$145,111. While revenues increased in the water and sewer funds over the prior year, associated costs also increased during the same period. Utilities costs increased by \$49,701 overall, due to increased usage by the water and sewer systems. Lab testing expenses also increased by \$21,459 over the prior year. Chemical costs in the sewer fund increased by \$49,618, primarily due to a different treatment process being involved with Pilgrims Pride. In addition, sludge removal costs increased by \$20,804, due to an increased amount of sludge removal. Water purchases from the water co-op increased by \$21,989 due to periodic plant shutdown during construction. Depreciation increased by \$11,651 over fiscal year 2018. Fiscal year 2019 reflected the first full year of depreciation on sewer upgrades and new equipment added in the prior year. On a positive note, repairs and maintenance between the funds decreased by \$27,860 from the prior year.

The Town's business-type activities also included increases in interest expense of \$85,673. Interest expense increased as the Town borrowed more for the water plant upgrade and expansion project, which increased the principal balances of long-term debt.

## THE TOWN'S FUNDS

As the Town completed the year, its governmental fund (as presented in the balance sheet on page 14) reported a fund balance of \$450,245, which is an increase of \$329,102 over last year's total of \$121,143.

The changes in the General Fund mirror the changes noted in the previous section under "governmental activities" plus changes for capital outlay. During the year, the Town disbursed \$332,966 on capital outlay. This was a decrease of \$361,952 from the prior year.

As the Town completed the year, its proprietary funds (as presented in the statements of net position on pages 18 and 19) reported net position of \$11,748,511, which is an increase of \$359,791 from last year's total of \$11,388,720. Significant changes in the change in net position are noted in the previous section under "business-type activities".

## GENERAL FUND BUDGETARY HIGHLIGHTS

Over the course of the year, the Town Council revised the Town budget once. The purpose of this amendment was to account for:

- Park improvements (lights)
- Water treatment plant construction
- Co-op water purchases due to periodic plant shutdown during construction

The significant variations of actual results to the final General Fund budget are summarized below:

<u>Account</u>	<u>Variance Positive (Negative)</u>
<b>Revenues</b>	
General property taxes	\$ 47,546
Other local taxes	19,605
Intergovernmental revenues, Commonwealth	23,551
<b>Expenditures</b>	
<i>General Government Administration</i>	
Salaries and wages	\$ 9,292
Insurance and surety bonds	(4,622)
Donations	8,500
Miscellaneous	(6,224)
Capital outlay	(4,899)
<i>Public Safety</i>	
Salaries and wages	(29,386)
<i>Public Works</i>	
Street maintenance	279,952
Beautification	17,538
Capital outlay	(62,078)
<i>Cultural &amp; Recreation</i>	
Salaries and wages	(9,111)
Capital outlay	(15,431)
<i>Community Development</i>	
Planning and development	9,654
Economic development	(12,872)

Actual revenues were \$93,718 more than budgeted. The positive variance in general property taxes of \$47,546 was due to an increase in payment of back taxes and an increase in the taxable value of machinery and equipment. Other local taxes were more than budgeted due to better than expected revenue from meals tax. Intergovernmental revenues from the Commonwealth were higher than budget due to more than expected revenue from transportation funding.

Actual expenditures were \$185,568 less than budgeted. Police salaries and wages were more than budgeted as a result of the Town making across the board raises during the year. These raises were given in order to maintain staff and be in line with compensation of officers at nearby localities. The Town also budgeted both street maintenance and capital outlay for public works under one line item, street maintenance. Actual expenditures for street maintenance and capital outlay are reflected in the appropriate accounts. Overall, street maintenance costs were much less than budgeted. Certain projects that were expected to occur in fiscal year 2019 were carried over to the next fiscal year.

## CAPITAL ASSET AND DEBT ADMINISTRATION

### Capital Assets

At June 30, 2019, the Town had \$36.77 million invested in capital assets including public works and police equipment, buildings, park facilities, sidewalks, and the water and sewer systems. (See table below.) This represents a net increase of \$3,857,303, or 11.72 percent, over last year.

	<b>Governmental Activities</b>		<b>Business-Type Activities</b>		<b>Totals</b>	
	<b>2019</b>	<b>2018</b>	<b>2019</b>	<b>2018</b>	<b>2019</b>	<b>2018</b>
Land	\$ 903,191	\$ 903,191	\$ 143,397	\$ 143,397	\$ 1,046,588	\$ 1,046,588
Buildings	706,216	700,713	-	-	706,216	700,713
Equipment	250,387	185,632	428,479	434,042	678,866	619,674
Infrastructure	2,362,075	2,445,359	-	-	2,362,075	2,445,359
Utility system	-	-	30,709,599	26,932,287	30,709,599	26,932,287
Park and improvements	<u>1,262,261</u>	<u>1,163,681</u>	<u>-</u>	<u>-</u>	<u>1,262,261</u>	<u>1,163,681</u>
Totals	<u>\$ 5,484,130</u>	<u>\$ 5,398,576</u>	<u>\$31,281,475</u>	<u>\$ 27,509,726</u>	<u>\$36,765,605</u>	<u>\$ 32,908,302</u>

This year's major additions included:

WTP upgrades & expansion project	\$ 4,342,362
Park and ballfield lighting	98,259
Stream restoration	67,172
2007 International dump truck	53,388
CAT backhoe loader	<u>46,888</u>
	<u>\$ 4,608,069</u>

#### Debt

At year-end, the Town had \$20,611,695 in outstanding loans compared to \$16,888,500 last year. This is an increase of 22.05 percent as shown in the following tables.

#### Governmental Activities

	<b>Outstanding June 30,</b>	
	<b>2019</b>	<b>2018</b>
Caterpillar Financial, backhoe loader	\$ 45,320	\$ -
Branch Banking & Trust, series 2012A bond	<u>217,802</u>	<u>238,617</u>
	<u>\$ 263,122</u>	<u>\$ 238,617</u>

#### Business-Type Activities

	<b>Outstanding June 30,</b>	
	<b>2019</b>	<b>2018</b>
Bond payable, series 2015B, (Virginia Resources Authority)	\$ 7,397,690	\$ 7,756,712
Bond payable, series 2015A, (Virginia Resources Authority)	7,865,000	8,050,000
Bond payable, series 2018, (Virginia Resources Authority)	<u>5,085,883</u>	<u>843,171</u>
	<u>\$ 20,348,573</u>	<u>\$ 16,649,883</u>

In governmental activities, the Town signed a lease-purchase agreement with Caterpillar Financial Services Corporation for a new backhoe loader. Total amount due on the loader agreement was \$46,888. In the business-type activities new debt of \$4,242,712 was advanced by the Virginia Resources Authority to expand and upgrade the Town's Water Treatment Plant.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES**

The proposed budget for FY 2019-2020 is \$6,342,500, an increase of 2.24 percent over the previous year.

Tax rates remain at the same level as FY 2018-2019. All increases are based on historically steady revenue increases.

The General Fund revenues are projected to increase \$23,200 during FY 2019-2020. Minor increases are expected in most revenue categories. Expenses are expected to decrease 1.38 percent from the prior year.

The Water Fund revenues are expected to increase 1.31 percent over last year. The increase is due to the expected increase in revenues from charges for services in FY 2019-2020. Expenses are expected to increase by 5.26 percent over the current year. The primary category expected to increase is repairs and maintenance, up \$30,00 over the prior year.

The Sewer Fund revenues are expected to increase by 2.84 percent over the current year. The increase is primarily due to the expected increase in revenues from wastewater contracts in FY 2019-2020. Expenses are projected to increase by 1.10 percent over the current year.

In conclusion, the proposed budget is balanced in accordance with state statutes, and revenues are based on conservative estimates while expenditures are based on historical data as well as actual proposed costs.

## **CONTACTING THE TOWN'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. If you have any questions about this report or need additional information, contact the Town Office at 116 Broadway Avenue, Broadway, VA.

## **Government-Wide Financial Statements**

## TOWN OF BROADWAY, VIRGINIA

## STATEMENT OF NET POSITION

June 30, 2019

	----- Primary Government -----		
	Governmental	Business-Type	
	Activities	Activities	Total
<b>ASSETS</b>			
Cash and cash equivalents	\$ 107,589	\$ 520,215	\$ 627,804
Investments	334,123	509,617	843,740
Receivables, net of allowances for uncollectible amounts:			
Property taxes	392,563	-	392,563
Accounts and other	76,728	267,838	344,566
Note receivable, current portion	-	3,393	3,393
Inventory	12,744	44,816	57,560
Prepaid expenses	-	1,086	1,086
Note receivable, long-term	-	2,776	2,776
Capital assets:			
Non-depreciable	903,191	143,397	1,046,588
Depreciable, net of accumulated depreciation	<u>4,580,939</u>	<u>31,138,078</u>	<u>35,719,017</u>
<b>Total assets</b>	<u>\$ 6,407,877</u>	<u>\$ 32,631,216</u>	<u>\$ 39,039,093</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred pension amounts	\$ 84,632	\$ 82,306	\$ 166,938
Deferred OPEB amounts, life insurance	5,203	6,148	11,351
Deferred charges on refunding	<u>-</u>	<u>97,787</u>	<u>97,787</u>
<b>Total deferred outflows of resources</b>	<u>\$ 89,835</u>	<u>\$ 186,241</u>	<u>\$ 276,076</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 73,947	\$ 135,202	\$ 209,149
Accrued liabilities	10,160	7,777	17,937
Connection fees payable	-	4,600	4,600
Accrued compensated absences	34,064	38,304	72,368
Accrued interest payable	393	164,790	165,183
Customer deposits	-	36,620	36,620
Unearned revenue	-	1,825	1,825
Long-term liabilities:			
Long-term debt, due within one year	70,373	619,409	689,782
Long-term debt, due in more than one year	192,749	19,729,164	19,921,913
Net pension liability	164,999	151,296	316,295
Net OPEB liability, life insurance	<u>35,751</u>	<u>42,249</u>	<u>78,000</u>
<b>Total liabilities</b>	<u>\$ 582,436</u>	<u>\$ 20,931,236</u>	<u>\$ 21,513,672</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable revenue	\$ 365,013	\$ -	\$ 365,013
Deferred pension amounts	63,917	133,918	197,835
Deferred OPEB amounts, life insurance	<u>3,208</u>	<u>3,792</u>	<u>7,000</u>
<b>Total deferred inflows of resources</b>	<u>\$ 432,138</u>	<u>\$ 137,710</u>	<u>\$ 569,848</u>
<b>NET POSITION</b>			
Net investment in capital assets	\$ 5,220,615	\$ 10,768,112	\$ 15,988,727
Unrestricted	<u>262,523</u>	<u>980,399</u>	<u>1,242,922</u>
<b>Total net position</b>	<u>\$ 5,483,138</u>	<u>\$ 11,748,511</u>	<u>\$ 17,231,649</u>

See Notes to Financial Statements.



**TOWN OF BROADWAY, VIRGINIA**

**STATEMENT OF ACTIVITIES**  
**Year Ended June 30, 2019**

<u>Functions/ Programs</u>	<u>Expenses</u>	<u>----- Program Revenues -----</u>		
		<u>Charges for</u>	<u>Operating</u>	<u>Capital</u>
		<u>Services</u>	<u>Grants and</u>	<u>Grants and</u>
			<u>Contributions</u>	<u>Contributions</u>
<b>Primary Government:</b>				
<b>Governmental activities:</b>				
General government administration	\$ 462,274	\$ 7,369	\$ -	\$ -
Public safety	543,391	11,642	80,334	-
Public works	559,335	228,355	466,412	-
Cultural and recreation	207,163	58,153	4,500	67,172
Community development	31,318	-	-	-
Interest on long-term debt	<u>7,547</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total governmental activities	<u>\$ 1,811,028</u>	<u>\$ 305,519</u>	<u>\$ 551,246</u>	<u>\$ 67,172</u>
<b>Business-type activities:</b>				
Water	\$ 651,888	\$ 708,704	\$ -	\$ -
Sewer	3,234,765	3,607,510	-	-
RBEG	<u>15</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total business-type activities	<u>\$ 3,886,668</u>	<u>\$ 4,316,214</u>	<u>\$ -</u>	<u>\$ -</u>
Total primary government	<u>\$ 5,697,696</u>	<u>\$ 4,621,733</u>	<u>\$ 551,246</u>	<u>\$ 67,172</u>

General revenues:

General property taxes

Other local taxes

Unrestricted revenue from the use of money and property

Grants and contributions not restricted to specific programs

Transfers

Miscellaneous

Total general revenues

Change in net position

Net position at beginning of year

Net position at end of year

See Notes to Financial Statements.

Net (Expense) Revenue and Changes in Net Position		
----- Primary Government -----		
Governmental Activities	Business-Type Activities	Total
\$ (454,905)	\$ -	\$ (454,905)
(451,415)	-	(451,415)
135,432	-	135,432
(77,338)	-	(77,338)
(31,318)	-	(31,318)
<u>(7,547)</u>	<u>-</u>	<u>(7,547)</u>
<u>\$ (887,091)</u>	<u>\$ -</u>	<u>\$ (887,091)</u>
\$ -	\$ 56,816	\$ 56,816
-	372,745	372,745
<u>-</u>	<u>(15)</u>	<u>(15)</u>
<u>\$ -</u>	<u>\$ 429,546</u>	<u>\$ 429,546</u>
<u>\$ (887,091)</u>	<u>\$ 429,546</u>	<u>\$ (457,545)</u>
\$ 337,379	\$ -	\$ 337,379
808,605	-	808,605
19,506	15,741	35,247
36,157	-	36,157
85,496	(85,496)	-
<u>5,691</u>	<u>-</u>	<u>5,691</u>
<u>\$ 1,292,834</u>	<u>\$ (69,755)</u>	<u>\$ 1,223,079</u>
\$ 405,743	\$ 359,791	\$ 765,534
<u>5,077,395</u>	<u>11,388,720</u>	<u>16,466,115</u>
<u>\$ 5,483,138</u>	<u>\$ 11,748,511</u>	<u>\$ 17,231,649</u>

## **Fund Financial Statements**

## TOWN OF BROADWAY, VIRGINIA

----GOVERNMENTAL FUND----  
**BALANCE SHEET**  
**June 30, 2019**

	<u>General Fund</u>
<b>ASSETS</b>	
Cash and cash equivalents	\$ 107,589
Investments	334,123
Receivables (net of allowance for uncollectibles):	
Property taxes	392,563
Other taxes	27,876
Other	48,852
Inventory	<u>12,744</u>
<b>Total assets</b>	<u>\$ 923,747</u>
 <b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE</b>	
<b>Liabilities</b>	
Accounts payable	\$ 73,947
Accrued liabilities	<u>10,158</u>
<b>Total liabilities</b>	<u>\$ 84,105</u>
 <b>Deferred Inflows of Resources</b>	
Unavailable revenue	<u>\$ 389,397</u>
<b>Total deferred inflows of resources</b>	<u>\$ 389,397</u>
 <b>Fund Balance</b>	
Nonspendable, inventory	\$ 12,744
Unassigned	<u>437,501</u>
<b>Total fund balance</b>	<u>\$ 450,245</u>
 <b>Total liabilities, deferred inflows of resources, and fund balance</b>	<u>\$ 923,747</u>

See Notes to Financial Statements.

**TOWN OF BROADWAY, VIRGINIA**  
**----GOVERNMENTAL FUND----**  
**RECONCILIATION OF THE BALANCE SHEET**  
**TO THE STATEMENT OF NET POSITION**  
**June 30, 2019**

**FUND BALANCE-TOTAL GOVERNMENTAL FUND** **\$ 450,245**

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds.

Governmental capital assets	\$ 7,290,021	
Less accumulated depreciation	<u>(1,805,891)</u>	5,484,130

Certain revenues not available to pay for current period expenditures are not reported in the governmental funds.

Deferred revenue, property taxes	\$ <u>24,382</u>	24,382
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Deferred outflows of resources for pension and life insurance amounts.	\$ <u>89,835</u>	89,835
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Deferred inflows of resources for pension and life insurance amounts.	\$ <u>(67,125)</u>	(67,125)
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Certain liabilities, including notes payable, are not payable from current financial resources and therefore are not reported in the governmental fund.

Accrued interest payable	\$ (393)	
Compensated absences	<u>(34,064)</u>	(34,457)

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental fund balance sheet.

Net pension liability	\$ (164,999)	
Net OPEB liability, life insurance	(35,751)	
Bonds payable	(217,802)	
Lease payable – CAT backhoe loader	<u>(45,320)</u>	<u>(463,872)</u>

**NET POSITION OF GOVERNMENTAL ACTIVITIES** **\$ 5,483,138**

See Notes to Financial Statements.

**TOWN OF BROADWAY, VIRGINIA**  
**----GOVERNMENTAL FUND----**  
**STATEMENT OF REVENUES, EXPENDITURES,**  
**AND CHANGES IN FUND BALANCE**  
**Year Ended June 30, 2019**

	<u>General Fund</u>
<b>REVENUES</b>	
General property taxes	\$ 335,124
Other local taxes	808,605
Permits, privilege fees, and regulatory licenses	7,369
Fines and forfeitures	11,642
Revenue from the use of money and property	19,506
Charges for services	286,507
Miscellaneous	7,440
Intergovernmental revenues:	
Commonwealth	582,773
Federal	70,052
Total revenues	<u>\$ 2,129,018</u>
<b>EXPENDITURES</b>	
General government administration	\$ 476,950
Public safety	589,342
Public works	498,979
Cultural and recreation	305,743
Community development	31,318
Debt service	28,400
Total expenditures	<u>\$ 1,930,732</u>
Excess (deficiency) of revenues over expenditures	<u>\$ 198,286</u>
<b>OTHER FINANCING SOURCES (USES)</b>	
Financing, loader debt issued	\$ 45,320
Transfers in	88,194
Transfers out	(2,698)
Total other financing sources (uses)	<u>\$ 130,816</u>
Net change in fund balance	\$ 329,102
<b>FUND BALANCE AT BEGINNING OF YEAR</b>	<u>121,143</u>
<b>FUND BALANCE AT END OF YEAR</b>	<u><u>\$ 450,245</u></u>

See Notes to Financial Statements.

## TOWN OF BROADWAY, VIRGINIA

## ----GOVERNMENTAL FUND----

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN THE FUND BALANCE OF THE GOVERNMENTAL FUND  
TO THE STATEMENT OF ACTIVITIES**

**Year Ended June 30, 2019**

**NET CHANGE IN FUND BALANCE-TOTAL GOVERNMENTAL FUND** \$ 329,102

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 depreciated over the estimated useful lives.

Expenditures for capital assets	\$ 332,966	
Less current year depreciation	<u>(247,411)</u>	85,555

Some revenues reported in the statement of activities do not provide current financial resources and therefore are not reported as revenues in the governmental funds.

Property taxes	\$ <u>2,258</u>	2,258
----------------	-----------------	-------

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.

Difference between pension and life insurance expenditures and pension and life insurance expense	\$ 19,876	
Change in accrued interest	38	
Change in long-term compensated absences	<u>(6,581)</u>	13,333

The issuance of long-term debt (e.g. bonds) provides current financial resources to governmental funds, while repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.

Principal proceeds from lease of loader	\$ (45,320)	
Repayment of principal	<u>20,815</u>	<u>(24,505)</u>

**CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES** \$ 405,743

See Notes to Financial Statements.

## TOWN OF BROADWAY, VIRGINIA

---- PROPRIETARY FUNDS ----  
**STATEMENTS OF NET POSITION**  
 June 30, 2019

	----- Enterprise Funds -----			Total
	Water	Sewer	RBEG	Enterprise Funds
<b>ASSETS</b>				
Current assets:				
Cash and cash equivalents	\$ -	\$ 417,017	\$ 66,578	\$ 483,595
Restricted cash and cash equivalents, deposits	36,620	-	-	36,620
Investments	224,305	285,312	-	509,617
Accounts receivable	191,678	76,160	-	267,838
Note receivable, current portion	-	-	3,393	3,393
Inventory	39,782	5,034	-	44,816
Prepaid expenses	-	1,086	-	1,086
Total current assets	<u>\$ 492,385</u>	<u>\$ 784,609</u>	<u>\$ 69,971</u>	<u>\$ 1,346,965</u>
Noncurrent assets:				
Note receivable, long-term	\$ -	\$ -	\$ 2,776	\$ 2,776
Capital assets:				
Land	63,841	79,556	-	143,397
Utility plants, distribution and collection systems	9,265,263	27,919,394	-	37,184,657
Equipment	309,670	1,136,476	-	1,446,146
Less accumulated depreciation	<u>(2,139,320)</u>	<u>(5,353,405)</u>	<u>-</u>	<u>(7,492,725)</u>
Total noncurrent assets	<u>\$ 7,499,454</u>	<u>\$ 23,782,021</u>	<u>\$ 2,776</u>	<u>\$ 31,284,251</u>
<b>Total assets</b>	<u>\$ 7,991,839</u>	<u>\$ 24,566,630</u>	<u>\$ 72,747</u>	<u>\$ 32,631,216</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Deferred pension amounts	\$ 29,502	\$ 52,804	\$ -	\$ 82,306
Deferred OPEB amounts, life insurance	972	5,176	-	6,148
Deferred charges on refunding	-	97,787	-	97,787
<b>Total deferred outflows of resources</b>	<u>\$ 30,474</u>	<u>\$ 155,767</u>	<u>\$ -</u>	<u>\$ 186,241</u>
<b>LIABILITIES</b>				
Current liabilities:				
Accounts payable	\$ 34,126	\$ 101,076	\$ -	\$ 135,202
Connection fees payable	-	4,600	-	4,600
Accrued interest payable	40,055	124,735	-	164,790
Accrued payroll liabilities	2,610	5,167	-	7,777
Compensated absences	9,236	29,068	-	38,304
Deposits	36,620	-	-	36,620
Unearned revenue	1,825	-	-	1,825
Bonds, notes and loans payable	63,197	556,212	-	619,409
Total current liabilities	<u>\$ 187,669</u>	<u>\$ 820,858</u>	<u>\$ -</u>	<u>\$ 1,008,527</u>

(Continued)



## TOWN OF BROADWAY, VIRGINIA

---- PROPRIETARY FUNDS ----  
 STATEMENTS OF NET POSITION  
 June 30, 2019

	----- Enterprise Funds -----			Total Enterprise Funds
	<u>Water</u>	<u>Sewer</u>	<u>RBEG</u>	
Noncurrent liabilities:				
Net pension liability	\$ 87,740	\$ 63,556	\$ -	\$ 151,296
Net OPEB liability, life insurance	6,680	35,569	-	42,249
Bonds, notes and loans payable	5,022,686	14,706,478	-	19,729,164
Total noncurrent liabilities	<u>\$ 5,117,106</u>	<u>\$ 14,805,603</u>	<u>\$ -</u>	<u>\$ 19,922,709</u>
<b>Total liabilities</b>	<u>\$ 5,304,775</u>	<u>\$ 15,626,461</u>	<u>\$ -</u>	<u>\$ 20,931,236</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Deferred pension amounts	\$ 26,365	\$ 107,553	\$ -	\$ 133,918
Deferred OPEB amounts, life insurance	600	3,192	-	3,792
<b>Total deferred inflows of resources</b>	<u>\$ 26,965</u>	<u>\$ 110,745</u>	<u>\$ -</u>	<u>\$ 137,710</u>
<b>NET POSITION</b>				
Net investment in capital assets	\$ 2,373,517	\$ 8,394,595	\$ -	\$ 10,768,112
Unrestricted	317,056	590,596	72,747	980,399
<b>Total net position</b>	<u>\$ 2,690,573</u>	<u>\$ 8,985,191</u>	<u>\$ 72,747</u>	<u>\$ 11,748,511</u>

See Notes to Financial Statements.

## TOWN OF BROADWAY, VIRGINIA

---PROPRIETARY FUNDS---  
**STATEMENTS OF REVENUES, EXPENSES,  
 AND CHANGES IN FUND NET POSITION**  
 Year Ended June 30, 2019

	----- Enterprise Funds -----			Total Enterprise Funds
	Water	Sewer	RBEG	
<b>OPERATING REVENUES</b>				
Wastewater contracts	\$ -	\$ 2,618,322	\$ -	\$ 2,618,322
Charges for services	562,875	396,114	-	958,989
Connection fees	94,300	96,340	-	190,640
Sludge revenue	-	496,734	-	496,734
Miscellaneous	10,465	-	-	10,465
Total operating revenues	<u>\$ 667,640</u>	<u>\$ 3,607,510</u>	<u>\$ -</u>	<u>\$ 4,275,150</u>
<b>OPERATING EXPENSES</b>				
Salaries and wages	\$ 177,425	\$ 532,891	\$ -	\$ 710,316
Employee benefits	22,157	149,452	-	171,609
Payroll taxes	13,400	35,260	-	48,660
Water purchase, Co-Op	48,016	-	-	48,016
Chemicals	33,687	353,472	-	387,159
Insurance	14,224	14,871	-	29,095
Lab testing	-	112,876	-	112,876
Miscellaneous	4,306	225	-	4,531
Postage	1,707	1,707	-	3,414
Professional fees	-	34,058	-	34,058
Repairs and maintenance	89,961	204,872	-	294,833
Supplies	3,337	4,391	-	7,728
Sludge removal	-	256,628	-	256,628
Utilities and fuel	47,350	451,350	-	498,700
Telephone	6,221	12,788	-	19,009
Vehicle maintenance	11,598	-	-	11,598
Bank service charges	-	-	15	15
Depreciation	82,451	626,000	-	708,451
Total operating expenses	<u>\$ 555,840</u>	<u>\$ 2,790,841</u>	<u>\$ 15</u>	<u>\$ 3,346,696</u>
Operating income (loss)	<u>\$ 111,800</u>	<u>\$ 816,669</u>	<u>\$ (15)</u>	<u>\$ 928,454</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Interest earned	\$ 2,168	\$ 10,259	\$ 248	\$ 12,675
Rental income	41,064	-	-	41,064
Spring lease fees	(5,000)	-	-	(5,000)
Unrealized gain on investments	-	3,066	-	3,066
Interest expense	(91,048)	(443,924)	-	(534,972)
Total nonoperating revenues (expenses)	<u>\$ (52,816)</u>	<u>\$ (430,599)</u>	<u>\$ 248</u>	<u>\$ (483,167)</u>
Income (loss) before transfers	<u>\$ 58,984</u>	<u>\$ 386,070</u>	<u>\$ 233</u>	<u>\$ 445,287</u>

(Continued)

## TOWN OF BROADWAY, VIRGINIA

---PROPRIETARY FUNDS---  
**STATEMENTS OF REVENUES, EXPENSES,  
 AND CHANGES IN FUND NET POSITION**  
 Year Ended June 30, 2019

	----- Enterprise Funds -----			Total Enterprise Funds
	<u>Water</u>	<u>Sewer</u>	<u>RBEG</u>	
<b>TRANSFERS</b>				
Transfers in	\$ 14,935	\$ 2,698	\$ 60,000	\$ 77,633
Transfers out	<u>(6,191)</u>	<u>(96,938)</u>	<u>(60,000)</u>	<u>(163,129)</u>
	<u>\$ 8,744</u>	<u>\$ (94,240)</u>	<u>\$ -</u>	<u>\$ (85,496)</u>
Change in net position	\$ 67,728	\$ 291,830	\$ 233	\$ 359,791
<b>NET POSITION AT BEGINNING OF YEAR</b>	<u>2,622,845</u>	<u>8,693,361</u>	<u>72,514</u>	<u>11,388,720</u>
<b>NET POSITION AT END OF YEAR</b>	<u>\$ 2,690,573</u>	<u>\$ 8,985,191</u>	<u>\$ 72,747</u>	<u>\$ 11,748,511</u>

See Notes to Financial Statements.

## TOWN OF BROADWAY, VIRGINIA

---PROPRIETARY FUNDS---  
**STATEMENTS OF CASH FLOWS**  
 Year Ended June 30, 2019

	----- Enterprise Funds -----			Total Enterprise Funds
	<u>Water</u>	<u>Sewer</u>	<u>RBEG</u>	
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Cash received from customers	\$ 655,468	\$ 3,614,887	\$ -	\$ 4,270,355
Cash payments to suppliers of goods and services	(276,789)	(1,602,553)	(15)	(1,879,357)
Cash payments to employees	(179,925)	(531,182)	-	(711,107)
Net cash provided by (used in) operating activities	<u>\$ 198,754</u>	<u>\$ 1,481,152</u>	<u>\$ (15)</u>	<u>\$ 1,679,891</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>				
Operating transfers from other funds	\$ 14,935	\$ 2,698	\$ 60,000	\$ 77,633
Operating transfers to other funds	(6,191)	(96,938)	(60,000)	(163,129)
Principal payments received on notes receivable	-	-	3,445	3,445
Net cash provided by (used in) noncapital financing activities	<u>\$ 8,744</u>	<u>\$ (94,240)</u>	<u>\$ 3,445</u>	<u>\$ (82,051)</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>				
Acquisition and construction of capital assets	\$ (4,367,613)	\$ (112,587)	\$ -	\$ (4,480,200)
Rental income	41,064	-	-	41,064
Loan proceeds from bonds payable	4,242,712	-	-	4,242,712
Principal paid on bond and loans	-	(544,022)	-	(544,022)
Interest paid	(57,073)	(435,190)	-	(492,263)
Spring lease	(5,000)	-	-	(5,000)
Net cash provided by (used in) capital and related financing activities	<u>\$ (145,910)</u>	<u>\$ (1,091,799)</u>	<u>\$ -</u>	<u>\$ (1,237,709)</u>

(Continued)

## TOWN OF BROADWAY, VIRGINIA

---PROPRIETARY FUNDS---  
**STATEMENTS OF CASH FLOWS**  
 Year Ended June 30, 2019

	----- Enterprise Funds -----			Total Enterprise Funds
	<u>Water</u>	<u>Sewer</u>	<u>RBEG</u>	
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Interest earned	\$ 2,168	\$ 13,325	\$ 248	\$ 15,741
Net cash provided by (used in) investing activities	\$ 2,168	\$ 13,325	\$ 248	\$ 15,741
Net increase (decrease) in cash and cash equivalents	\$ 63,756	\$ 308,438	\$ 3,678	\$ 375,872
<b>Cash and cash equivalents:</b>				
Beginning	<u>197,169</u>	<u>393,891</u>	<u>62,900</u>	<u>653,960</u>
Ending	<u>\$ 260,925</u>	<u>\$ 702,329</u>	<u>\$ 66,578</u>	<u>\$ 1,029,832</u>
<b>RECONCILIATION OF CASH AND CASH EQUIVALENTS TO PROPRIETARY FUND BALANCE SHEETS</b>				
Unrestricted cash and cash equivalents	\$ -	\$ 417,017	\$ 66,578	\$ 483,595
Restricted cash and cash equivalents, deposits	36,620	-	-	36,620
Investments	<u>224,305</u>	<u>285,312</u>	<u>-</u>	<u>509,617</u>
	<u>\$ 260,925</u>	<u>\$ 702,329</u>	<u>\$ 66,578</u>	<u>\$ 1,029,832</u>
<b>RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>				
Operating income (loss)	\$ 111,800	\$ 816,669	\$ (15)	\$ 928,454
Adjustments to reconcile operating income to net cash provided by (used in) operating activities:				
Pension costs (earnings)	(3,688)	(19,660)	-	(23,348)
Depreciation	82,451	626,000	-	708,451
Change in assets and liabilities:				
(Increase) decrease in inventories	(525)	292	-	(233)
(Increase) decrease in prepaid expenses	-	(164)	-	(164)
(Increase) decrease in accounts receivable	(12,927)	7,377	-	(5,550)
Increase (decrease) in accounts payable and accrued expenses	20,888	50,638	-	71,526
Increase (decrease) in deposits	<u>755</u>	<u>-</u>	<u>-</u>	<u>755</u>
Net cash provided by (used in) operating activities	<u>\$ 198,754</u>	<u>\$ 1,481,152</u>	<u>\$ (15)</u>	<u>\$ 1,679,891</u>

See Notes to Financial Statements.

**TOWN OF BROADWAY, VIRGINIA**  
**----FIDUCIARY FUND----**  
**STATEMENT OF FIDUCIARY NET POSITION**  
**June 30, 2019**

	<b><u>IDA</u></b> <b><u>Fund (Agency)</u></b>
<b>ASSETS</b>	
Cash and cash equivalents	\$ <u>62,991</u>
<b>Total assets</b>	\$ <u>62,991</u>
<b>LIABILITIES</b>	
Accounts payable	\$ <u>285</u>
<b>Total liabilities</b>	\$ <u>285</u>
<b>NET POSITION</b>	
Amounts held for others	\$ <u>62,706</u>

**See Notes to Financial Statements.**

## TOWN OF BROADWAY, VIRGINIA

## ----FIDUCIARY FUND----

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION  
Year Ended June 30, 2019

	<b>IDA Fund (Agency)</b>
<b>ADDITIONS</b>	
Fees (revenue)	\$ 9,000
Total additions	<u>\$ 9,000</u>
 <b>DEDUCTIONS</b>	
Legal fees	\$ 285
Bank charges	<u>48</u>
Total deductions	<u>\$ 333</u>
 Change in net position	 \$ 8,667
 <b>NET POSITION AT BEGINNING OF YEAR</b>	 <u>54,039</u>
 <b>NET POSITION AT END OF YEAR</b>	 <u><u>\$ 62,706</u></u>

See Notes to Financial Statements.

**TOWN OF BROADWAY, VIRGINIA**  
**NOTES TO FINANCIAL STATEMENTS**

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

The financial statements of the Town of Broadway, Virginia, conform to generally accepted accounting principles (GAAP) applicable to government units promulgated by the Governmental Accounting Standards Board (GASB). The following is a summary of the most significant policies:

**A. Reporting Entity**

The Town of Broadway, Virginia, is a municipality governed by a six-member Town Council and Mayor. Daily operations are conducted by the Town Manager with oversight from the Mayor and Town Council. In determining the reporting entity, the Town complies with the provisions of GASB Statement No. 14, "The Financial Reporting Entity." Based on the criteria provided in that Statement there are no agencies or entities that should be presented as component units of the Town.

**B. Governmental Accounting Standards**

The Town follows the general provisions of GASB Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. This Statement identifies the financial reporting requirements of state and local governments.

**C. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) display information about the reporting government as a whole. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or identifiable activity are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or identifiable activity. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or identifiable activity and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or identifiable activity. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

**D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The accounts of the Town are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.



## NOTES TO FINANCIAL STATEMENTS

### Note 1. Summary of Significant Accounting Policies (Continued)

#### Government-Wide Financial Statements

The Town government-wide financial statements include a Statement of Net Position and a Statement of Activities. These statements present summaries of governmental and business-type activities for the Town accompanied by a total column.

These statements are presented on an “economic resources” measurement focus and the accrual basis of accounting. Accordingly, all of the Town’s assets and liabilities, including capital assets as well as infrastructure assets and long-term liabilities, are included in the accompanying Statement of Net Position. The Statement of Activities presents changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred. The types of transactions reported as program revenues for the Town are reported in three categories: (1) charges for services, (2) operating grants and contributions, and (3) capital grants and contributions.

#### Governmental Fund Financial Statements

Governmental fund financial statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances for all major governmental funds and non-major funds aggregated. An accompanying schedule is presented to reconcile and explain the differences in fund balances and changes in fund balances as presented in these statements to the net position and changes in net position presented in the government-wide financial statements.

All governmental funds are accounted for on a spending or “current financial resources” measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the Balance Sheets. The Statement of Revenues, Expenditures and Changes in Fund Balances presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Accordingly, revenues are recorded when received in cash, except that revenues subject to accrual (generally 45 days after year-end) are recognized when due. The primary revenue sources, which have been treated as susceptible to accrual by the Town, are property taxes, sales and use taxes, intergovernmental revenues and other taxes. Expenditures are recorded in the accounting period in which the related fund liability is incurred.

The General Fund is the Town’s only governmental fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

#### Proprietary Fund Financial Statements

Proprietary fund financial statements include a Statement of Net Position, a Statement of Revenues, Expenses and Changes in Fund Net Position, and a Statement of Cash Flows for each major proprietary fund.

Proprietary funds are accounted for using the “economic resources” measurement focus and the accrual basis of accounting. Accordingly, all assets and liabilities (whether current or noncurrent) are included on the Statement of Net Position. The Statement of Revenues, Expenses and Changes in Fund Net Position presents increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred.

## NOTES TO FINANCIAL STATEMENTS

### Note 1. Summary of Significant Accounting Policies (Continued)

Operating revenues in the proprietary funds are those revenues that are generated from the primary operations of the fund. All other revenues are reported as non-operating revenues. Operating expenses are those expenses that are essential to the primary operations of the fund. All other expenses are reported as non-operating expenses.

The Town reports the following major proprietary funds:

Water and Sewer Funds-account for the activities related to the provision of water and sewer services to Town's businesses, residents, schools, and churches. They operate the water treatment plant, water distribution systems, sewer collection systems, and pump stations.

RBEG Fund-accounts for the activities of administering the Town's Rural Business Enterprise Grant (RBEG) Program.

#### Fiduciary Fund Financial Statement

The Town's fiduciary fund is presented in the fund financial statement by type (agency). 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 governmental-wide financial statements.

Fiduciary funds are used to account for assets held by the Town in a trustee capacity or as agent for individuals, private organizations, and other governments. The fiduciary fund of the Town is the Industrial Development Authority (IDA) Fund. Since this fund is custodial in nature (i.e., assets equal liabilities), it does not involve the measurement of results of operations.

### E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Equity

#### Cash and Cash Equivalents

Cash of the individual funds is combined to form a pool of cash. Investment of the pooled cash consists of certificates of deposit. Interest earned as a result of the pooling is distributed to the appropriate funds utilizing a formula based on the average balance of cash and investments of each fund.

For purposes of reporting cash flows, the Town considers all cash on hand, checking accounts, savings accounts, money market funds and highly liquid instruments with a maturity of three months or less to be cash and cash equivalents. All certificates of deposit, regardless of maturity, are considered to be cash and cash equivalents.

#### Investments

The Town's investments are reported at fair value.

The Town is a voluntary participant in the State Treasurer's Local Government Investment Pool (LGIP). The LGIP is a special purpose state-administered investment pool offered to public entities for the investment of public funds. Statutory authority is granted by the *Code of Virginia*, and the Investment Division of the Virginia Department of the Treasury manages the Pool. The LGIP is managed similarly to a money market fund and in compliance with GASB's Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, definition of "2a-7 like pools".

## NOTES TO FINANCIAL STATEMENTS

## Note 1. Summary of Significant Accounting Policies (Continued)

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical collection data and specific account analysis. Major receivable balances for the governmental activities include sales and use taxes and utility taxes. Business-type activities report utilities and interest earnings as their major receivables. The Town grants credit to the customers of its water, sewer and trash systems. The customers are either local businesses or residents.

In the fund financial statements, major receivable balances and the allowances for uncollectible accounts are the same as those in the governmental and business-type activities.

Property Taxes

Real estate and personal property taxes are assessed annually by Rockingham County, Virginia, for all property of record as of January 1. Property taxes attach as an enforceable lien on property as of January 1. The Town collects real estate and personal property taxes on an annual basis (due December 5). The portion of the tax receivable that is not collected within 45 days after June 30 is shown as deferred inflows of resources in the fund financial statements. A penalty of 10 percent of the tax is assessed after the applicable payment date.

The taxes receivable balance at June 30, 2019, includes amounts not yet billed or received from the January 1, 2019, levy (due December 5, 2019). These items are included in deferred inflows of resources since these taxes are restricted for use until fiscal year 2020.

The Town calculates its allowance for uncollectible delinquent property tax accounts using historical collection data and specific account analysis. There was no allowance at June 30, 2019.

Inventory

Proprietary fund inventory is reported at the lower of cost (first-in, first-out method) or net realizable value.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

Interfund Receivables and Payables

Any residual balances outstanding between the governmental activities and business-type activities are reported in the governmental-wide financial statements as "internal balances".

Fixed Assets

The accounting treatment over property, plant, and equipment (fixed assets) depends on whether the assets are used in the governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

## NOTES TO FINANCIAL STATEMENTS

### Note 1. Summary of Significant Accounting Policies (Continued)

#### *Government-Wide Statements*

In the government-wide financial statements, fixed assets are accounted for as capital assets. Capital assets, which include property, plant, equipment and infrastructure assets (e.g. roads, bridges, sidewalks and similar items), are reported in the applicable governmental or business-type activities columns. In general, the Town defines capital assets as assets with an initial, individual cost of more than \$2,000 (not rounded) and an estimated useful life in excess of one year. Capital assets are carried at historical cost except for donated capital assets that are recorded at their estimated fair value on the date received.

The costs of normal maintenance and repairs are charged to operations as incurred. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable.

Depreciation of all exhaustible fixed assets is recorded as an allocated expense in the Statement of Activities with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Buildings and Improvements	20-50 years
Utility System	20-50 years
Equipment	3-10 years
Infrastructure	20-40 years

#### *Fund Financial Statements*

In the fund financial statements, fixed assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Fixed assets used in proprietary fund operations are accounted for the same as in the government-wide statements.

#### Long-Term Debt

The accounting treatment of the long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental and business-type resources is reported as liabilities in the government-wide statements. The long-term debt consists primarily of notes payable.

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for the proprietary funds is the same in the fund financial statements as it is in the government-wide statements.

#### Compensated Absences

It is the Town's policy to permit employees to accumulate earned but not used vacation and sick pay benefits. The Town pays a benefit for accumulated sick leave upon an employee's separation from service to the extent the employee meets certain criteria. Vacation and sick pay are accrued when incurred in the government-wide and proprietary fund financial statements. A liability is reported for compensated absences in governmental funds only to the extent that it is expected to be liquidated with expendable available financial resources as a result of employee resignations and retirements.

## NOTES TO FINANCIAL STATEMENTS

### Note 1. Summary of Significant Accounting Policies (Continued)

#### Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position or balance sheet 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 (expense/expenditure) until then. The Town has three items that qualify for reporting in this category. One item is the deferred charge on refunding reported in the government-wide statement of net position. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded or refunding debt. The other two items include deferred pension amounts and deferred OPEB amounts for life insurance.

In addition to liabilities, the statement of net position or balance sheet 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 (revenue) until that time. The Town currently has three items (property taxes, deferred pension amounts and deferred OPEB amounts for life insurance) that qualify for reporting in this category.

#### Equity Classifications

##### *Government-Wide Statements*

Equity is classified as net position and displayed in three components:

- a. Net investment in capital assets-consists of the historical cost of capital assets less accumulated depreciation and less any debt that remains outstanding that was used to finance those assets plus deferred outflows of resources less deferred inflows of resources related to those assets.
- b. Restricted net position-consists of assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. These assets are reduced by liabilities and deferred inflows of resources related to those assets.
- c. Unrestricted-all other net position is reported in this category.

##### *Fund Statements*

In the governmental fund financial statements, fund balances are classified as follows:

- **Nonspendable** - Amounts that cannot be spent either because they are in a nonspendable 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 the Town Charter, the Town Code, state or federal laws, or externally imposed conditions by grantors or creditors.
- **Committed** - Amounts that can be used only for specific purposes determined by a formal action by Town Council ordinance or resolution. This includes the Budget Reserve Account.
- **Assigned** - Amounts that are designated by the Town Council for a particular purpose but are not spendable until a budget ordinance is passed or there is a majority vote approval (for capital projects or debt service) by Town Council.
- **Unassigned** - All amounts not included in other spendable classifications.

Proprietary fund equity is classified the same as in the government-wide statements.

## NOTES TO FINANCIAL STATEMENTS

### Note 1. Summary of Significant Accounting Policies (Continued)

#### F. Revenues, Expenditures, and Expenses

##### Governmental Fund Revenues

As mentioned above, governmental fund revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period. Accordingly, property taxes not collected within 45 days after year-end are reflected as deferred revenues-uncollected property taxes. The Town recognizes sales and utility taxes remitted to the Town as revenues and receivables in the month preceding receipt. Licenses and permits 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 specific expenditure.

##### Operating Revenues and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. They also include all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities.

##### Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function for both governmental and business-type activities.

In the fund financial statements, expenditures are classified by function for the governmental fund and by operating and nonoperating for the proprietary funds.

In the fund financial statements, governmental funds report expenditures of financial resources. Proprietary funds report expenses relating to the use of economic resources.

##### Interfund Transfers

Permanent reallocation of resources between funds of the reporting entity are classified as interfund transfers.

##### Advertising

The Town expenses advertising production costs as they are incurred and advertising communication costs the first time the advertising takes place. There were no advertising costs in 2019.

##### Fringe benefits

Fringe benefits of the Town include:

- a. Pension Plan - Employees of the Town participate in the Virginia Retirement System (VRS). VRS is administered by the Commonwealth, which bills the Town for the employer share of contributions. VRS is obligated to pay a monthly benefit to participants upon retirement with the amount of the benefit depending on length of service and earnings.
- b. Social Security System - All employees participate in the Federal Social Security Program. The employer share of FICA taxes for the employees is the responsibility of the Town.
- c. Health Insurance - The Town provides health insurance coverage for all full-time, salaried permanent employees.

## NOTES TO FINANCIAL STATEMENTS

### Note 1. Summary of Significant Accounting Policies (Continued)

#### G. Estimates and Assumptions

The preparation of financial statements in conformity with generally accepted accounting principles requires the Town to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### H. Use of Restricted Resources

When an expense is incurred that can be paid using either restricted or unrestricted resources (net position), the Town's policy is to first apply the expense toward restricted resources and then toward unrestricted resources. In governmental funds, the Town's policy is to first apply the expenditure toward restricted fund balance and then to other, less-restrictive classifications - committed and then assigned fund balances before using unassigned fund balances.

#### I. 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 Town's Retirement Plan and the additions to/deductions from the Town'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.

#### J. Group Life Insurance

The Virginia Retirement System (VRS) Group Life Insurance Program is a multiple employer, cost-sharing plan. It provides coverage to state employees, teachers, and employees of participating political subdivisions. The Group Life Insurance Program was established pursuant to Section 51.1-500 et seq. of the *Code of Virginia*, as amended, and which provides the authority under which benefit terms are established or may be amended. The Group Life Insurance Program is a defined benefit plan that provides a basic group life insurance benefit for employees of participating employers. For the purposes of measuring the net Group Life Insurance Program OPEB liability, deferred outflows of resources and deferred inflows of resources related to the Group Life Insurance Program OPEB, and Group Life Insurance Program OPEB expense, information about the fiduciary net position of the Virginia Retirement System (VRS) Group Life Insurance program OPEB and the additions to/deductions from the VRS Group Life Insurance Program OPEB's net fiduciary position have been determined on the same basis as they were reported by VRS. In addition, benefit payments are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

## NOTES TO FINANCIAL STATEMENTS

**Note 2. Stewardship, Compliance, and Accountability****A. Budgetary Information**

The Town Council's control is exercised through budgeting. The Town budget is developed for informative and fiscal planning purposes only and presents an itemized listing of contemplated expenditures and estimated revenues for the ensuing fiscal year. The Town Council approves the budget after a public hearing.

An annual budget is adopted on a basis consistent with generally accepted accounting principles for the General Fund. Amounts shown in the accompanying financial statements as "budget" represent the original and final operating budgets for the fiscal year 2019.

A budget is also adopted for the Water and Sewer Funds as an operating guideline. Budget to actual information is shown as other supplementary information. Below is a summary of budgeted information that is not included in the Enterprise Fund's Statements of Revenues, Expenses and Changes in Fund Net Position- Budget and Actual:

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>
<b>WATER FUND</b>			
Prior year carryover	\$ -	\$ 30,000	\$ 30,000
Capital outlay	(102,950)	(4,602,950)	(4,367,613)
Proceeds from bonds and loans	<u>-</u>	<u>4,500,000</u>	<u>4,242,712</u>
	<u>\$ (102,950)</u>	<u>\$ (72,950)</u>	<u>\$ (94,901)</u>
<b>SEWER FUND</b>			
Capital outlay	\$ (451,443)	\$ (451,443)	\$ (112,587)
Principal paid on bonds and loans	<u>(546,137)</u>	<u>(546,137)</u>	<u>(544,022)</u>
	<u>\$ (997,580)</u>	<u>\$ (997,580)</u>	<u>\$ (656,609)</u>

**B. Excess of Expenditures Over Appropriations**

For the year ended June 30, 2019, General Fund expenditures exceeded appropriations in Public Safety by \$27,842, Community Development by \$3,218, Cultural and Recreation by \$27,043, and Debt Service by \$400. These over expenditures were funded by greater than expected revenues and operating transfers into the fund.



## NOTES TO FINANCIAL STATEMENTS

**Note 3. Deposits and Investments**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 percent to 130 percent of excess deposits. Accordingly, all deposits are considered fully collateralized.

Investments

As of June 30, 2019, the Town had the following investment:

	<u>Fair Value</u>
Virginia State Treasurer's Local Government Investment Pool (LGIP)	<u>\$ 843,740</u>

Credit Risk

Statutes authorize the Town to invest in obligations of the United States or agencies thereof, obligations of the Commonwealth of Virginia or political subdivisions thereof, obligations of the International Bank for Reconstruction and Development (World Bank), the Asian Development Bank, the African Development Bank, "prime quality" commercial paper and certain corporate notes, banker's acceptances, repurchase agreements and the State Treasurer's Local Government Investment Pool (LGIP). The Town has no investment policy that would further limit its investment choices.

The Town's investment in the State Treasurer's Local Government Investment Pool was rated AAAM by Standard & Poors. That is the highest rating assigned to money market funds.

**Note 4. Receivables**

Receivables as of June 30, 2019, for the government's individual major funds including the applicable allowances for uncollectible accounts, are as follows:

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
Receivables:			
Property taxes	\$ 392,563	\$ -	\$ 392,563
Other taxes:			
Utilities tax	11,891	-	11,891
Meals tax	15,985	-	15,985
Accounts	48,852	267,838	316,690
Gross receivables	\$ 469,291	\$ 267,838	\$ 737,129
Less: allowance for uncollectibles	-	-	-
Net total receivables	<u>\$ 469,291</u>	<u>\$ 267,838</u>	<u>\$ 737,129</u>

## NOTES TO FINANCIAL STATEMENTS

**Note 5. Capital Assets**

Capital asset activity for the year ended June 30, 2019, was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
<b>GOVERNMENTAL ACTIVITIES</b>				
Capital assets not being depreciated				
Land	\$ 903,191	\$ -	\$ -	\$ 903,191
Total capital assets not being depreciated	\$ 903,191	\$ -	\$ -	\$ 903,191
Capital assets being depreciated				
Buildings	\$ 1,016,981	\$ 24,899	\$ -	\$ 1,041,880
Park and improvements	1,599,530	165,431	-	1,764,961
Machinery and equipment	566,003	127,445	-	693,448
Infrastructure	2,871,351	15,190	-	2,886,541
Total capital assets being depreciated	\$ 6,053,865	\$ 332,965	\$ -	\$ 6,386,830
Less accumulated depreciation for				
Buildings	\$ 316,268	\$ 19,396	\$ -	\$ 335,664
Park and improvements	435,849	66,851	-	502,700
Machinery and equipment	380,371	62,690	-	443,061
Infrastructure	425,992	98,474	-	524,466
Total accumulated depreciation	\$ 1,558,480	\$ 247,411	\$ -	\$ 1,805,891
Total capital assets being depreciated, net	\$ 4,495,385	\$ 85,554	\$ -	\$ 4,580,939
<b>GOVERNMENTAL ACTIVITIES CAPITAL ASSETS, NET</b>	<u>\$ 5,398,576</u>	<u>\$ 85,554</u>	<u>\$ -</u>	<u>\$ 5,484,130</u>
<b>BUSINESS-TYPE ACTIVITIES</b>				
Capital assets not being depreciated				
Land	\$ 143,397	\$ -	\$ -	\$ 143,397
Total capital assets not being depreciated	\$ 143,397	\$ -	\$ -	\$ 143,397
Capital assets being depreciated				
Utility system	\$ 32,826,643	\$ 4,392,876	\$ (34,862)	\$ 37,184,657
Machinery and equipment	1,358,822	87,324	-	1,446,146
Total capital assets being depreciated	\$ 34,185,465	\$ 4,480,200	\$ (34,862)	\$ 38,630,803
Less accumulated depreciation for				
Utility system	\$ 5,894,356	\$ 615,564	\$ (34,862)	\$ 6,475,058
Machinery and equipment	924,780	92,887	-	1,017,667
Total accumulated depreciation	\$ 6,819,136	\$ 708,451	\$ (34,862)	\$ 7,492,725
Total capital assets being depreciated, net	\$ 27,366,329	\$ 3,771,749	\$ -	\$ 31,138,078
<b>BUSINESS-TYPE ACTIVITIES CAPITAL ASSETS, NET</b>	<u>\$ 27,509,726</u>	<u>\$ 3,771,749</u>	<u>\$ -</u>	<u>\$ 31,281,475</u>

## NOTES TO FINANCIAL STATEMENTS

**Note 5. Capital Assets (Continued)**

Depreciation expense was charged to functions/programs of the primary government as follows:

**GOVERNMENTAL ACTIVITIES**

General government administration	\$ 16,696
Public safety	39,538
Public works	124,326
Cultural and recreation	<u>66,851</u>

Total depreciation expense-governmental activities	<u>\$ 247,411</u>
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**BUSINESS-TYPE ACTIVITIES**

Water	\$ 82,451
Sewer	<u>626,000</u>

Total depreciation expense-business-type activities	<u>\$ 708,451</u>
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**Note 6. Unavailable Revenue**

The following is a summary of unavailable revenue included in deferred inflows of resources at June 30, 2019:

**Fund Statements**

	<u>General Fund</u>
Unavailable revenue:	
Property taxes billed in fiscal year 2020	\$ 365,013
Uncollected property tax billing	<u>24,384</u>
	<u>\$ 389,397</u>

**Government-Wide Statements**

	<u>Governmental Activities</u>
Unavailable revenue:	
Property taxes billed in fiscal year 2020	<u>\$ 365,013</u>

## NOTES TO FINANCIAL STATEMENTS

**Note 7. Long-Term Debt**

A summary of long-term debt activity for the year ended June 30, 2019, is as follows. Additional detailed information is available on the following pages.

	<u>Beginning Balances</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balances</u>	<u>Due within One Year</u>
<b><u>Government activities</u></b>					
<i>General Fund</i>					
Branch Banking & Trust (series 2012A bond)	\$ 238,617	\$ -	\$ (20,815)	\$ 217,802	\$ 25,053
Caterpillar Financial	-	46,888	(1,568)	45,320	45,320
	<u>\$ 238,617</u>	<u>\$ 46,888</u>	<u>\$ (22,383)</u>	<u>\$ 263,122</u>	<u>\$ 70,373</u>

**Business-type activities***Water Fund*

Virginia Resource Authority (series 2018 bond)	\$ 843,171	\$ 4,242,712	\$ -	\$ 5,085,883	\$ 63,197
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*Sewer Fund*

Virginia Resources Authority (series 2015A bond)	8,050,000	-	(185,000)	7,865,000	190,000
Virginia Resources Authority (series 2015B bond)	<u>7,756,712</u>	<u>-</u>	<u>(359,022)</u>	<u>7,397,690</u>	<u>366,212</u>
	<u>\$ 16,649,883</u>	<u>\$ 4,242,712</u>	<u>\$ (544,022)</u>	<u>\$ 20,348,573</u>	<u>\$ 619,409</u>

**Government activities**

The Town signed a financing agreement with Branch Banking and Trust Company on June 1, 2012. Proceeds from this general obligation bond (series 2012A) were used to purchase the old Ace Hardware and library buildings. The library was renovated to house the police department. Semi-annual payments on the bond commenced on December 1, 2012, in the amount of \$14,200 each, including interest at 2.64 percent. The bond matures June 1, 2027. The Town pledges its full faith and credit on the bond.

On November 13, 2018, the Town signed a lease-purchase agreement with Caterpillar Financial Services Corporation to purchase a backhoe loader. The agreement calls for eleven monthly payments in the amount of \$224, commencing on December 13, 2018. After the eleven monthly payments, the Town will make a final payment in the amount of \$44,424.

## NOTES TO FINANCIAL STATEMENTS

## Note 7. Long-Term Debt (Continued)

Business-type activities

The Town signed a financing agreement with the Virginia Resources Authority on July 19, 2015. Proceeds from this general obligation refunding bond (series 2015A) were \$9,090,000. The proceeds were used to expire existing debt. Preset annual principal payments on the bond vary and commenced on October 1, 2015. Semi-annual interest payments on the bond are computed based on a year of 360 days at various, preset rates and commenced October 1, 2015. The bond matures October 1, 2040. If necessary to make payments, the Town can levy an *ad valorem* tax, sufficient to pay the principal cost of funds, on all property in the Town subject to taxation. The Town also pledges its full faith and credit and revenues of its water and sewer system. As of June 30, 2019, \$1,225,000 has been applied against the principal portion of the loan. Total interest expense incurred on the loan for the year ended June 30, 2019, was \$338,939.

The Town signed a financing agreement with the Virginia Resources Authority on July 27, 2015. The financing agreement committed up to \$7,981,020 from the Virginia Revolving Loan Fund to the Town for use towards expansion of the wastewater treatment facility. Final proceeds from this general obligation and revenue bond (series 2015B) were \$7,936,570. Semi-annual payments on the bond commenced on February 1, 2018, in the amount of \$234,556 each, including interest at 1.4 percent. The bond matures February 1, 2037. If necessary to make payments, the Town can levy an *ad valorem* tax, sufficient to pay the principal cost of funds, on all property in the Town subject to taxation. The Town also pledges its full faith and credit and revenues of its water and sewer system. As of June 30, 2019, \$538,880 has been applied against the principal portion of the loan. Total interest expense incurred on the loan for the year ended June 30, 2019, was \$104,985.

The Town signed a financing agreement with the Virginia Resources Authority on February 1, 2018. The financing agreement committed up to \$5,600,000 from the Virginia Revolving Loan Fund to the Town for use towards expansion of the water treatment plant. As of June 30, 2019, principal disbursements were \$5,085,883. Semi-annual payments on the bond commenced March 1, 2019, in the amount of \$137,397 each, including interest of 2.65 percent. The loan matures March 1, 2049. If necessary to make payments, the Town can levy an *ad valorem* tax, sufficient to pay the principal cost of funds, on all property in the Town subject to taxation. The Town also pledges its full faith and credit and revenues of its water and sewer system. The total interest expense incurred on the loan for the year ended June 30, 2019, was \$91,048.

Annual requirements to amortize long-term debt and related interest at June 30, 2019, are as follows:

Governmental-Type Activities

<u>Year Ending</u> <u>June 30</u>	<u>Branch Banking &amp; Trust</u> <u>Series 2012A bond</u>		<u>Caterpillar Financial</u> <u>Services Corporation</u>		<u>Total</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2020	\$ 25,053	\$ 3,347	\$ 45,320	\$ -	\$ 70,373	\$ 3,347
2021	23,844	4,556	-	-	23,844	4,556
2022	24,472	3,928	-	-	24,472	3,928
2023	25,117	3,283	-	-	25,117	3,283
2024	25,779	2,621	-	-	25,779	2,621
2025-2027	<u>93,537</u>	<u>33,484</u>	<u>-</u>	<u>-</u>	<u>93,537</u>	<u>33,484</u>
	<u>\$ 217,802</u>	<u>\$ 51,219</u>	<u>\$ 45,320</u>	<u>\$ -</u>	<u>\$ 263,122</u>	<u>\$ 51,219</u>

## NOTES TO FINANCIAL STATEMENTS

**Note 7. Long-Term Debt (Continued)*****Business-Type Activities***

<u>Year Ending</u> <u>June 30</u>	Virginia Resources Authority (Series 2015A bond)		Virginia Resources Authority (Series 2015B Bond)		Virginia Resources Authority (Series 2018 Bond)		Total	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2020	\$ 190,000	\$ 324,414	\$ 366,212	\$ 102,899	\$ 63,197	\$ 137,999	\$ 619,409	\$ 565,312
2021	195,000	320,200	371,356	97,755	128,918	145,877	695,274	563,832
2022	200,000	315,248	376,574	92,538	132,386	142,438	708,960	550,224
2023	205,000	309,635	381,864	87,247	135,887	138,907	722,751	535,789
2024	205,000	303,462	387,229	81,882	139,512	135,282	731,741	520,626
2025-2029	1,155,000	1,404,097	2,019,292	326,263	755,409	618,563	3,929,701	2,348,923
2030-2034	1,420,000	1,146,799	2,165,179	180,376	861,685	512,317	4,446,864	1,839,492
2035-2039	2,575,000	756,354	1,329,984	33,846	982,912	391,150	4,887,896	1,181,350
2040-2044	1,720,000	80,219	-	-	999,568	184,397	2,719,568	264,616
2045-2049	-	-	-	-	886,409	163,523	886,409	163,523
	<u>\$ 7,865,000</u>	<u>\$ 4,960,428</u>	<u>\$ 7,397,690</u>	<u>\$ 1,002,806</u>	<u>\$ 5,085,883</u>	<u>\$ 2,570,453</u>	<u>\$20,348,573</u>	<u>\$ 8,533,687</u>

**Note 8. Pension Plan**Plan Description

All full-time, salaried permanent employees of the Political Subdivision are automatically covered by 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.

## NOTES TO FINANCIAL STATEMENTS

**Note 8. Pension Plan (Continued)**

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

PLAN 1	PLAN 2	HYBRID RETIREMENT PLAN
<p><b>About Plan 1</b> VRS 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.</p>	<p><b>About Plan 2</b> 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.</p>	<p><b>About the Hybrid Retirement Plan</b> The Hybrid Retirement Plan combines the features of a defined benefit plan and a defined contribution plan.</p> <ul style="list-style-type: none"> <li>• The defined benefit is based on a member's age, creditable service and average final compensation at retirement using a formula.</li> <li>• 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.</li> <li>• 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.</li> </ul>
<p><b>Eligible Members</b> Employees are in Plan 1 if their membership date is before July 1, 2010, and they were vested as of January 1, 2013, and they have not taken a refund.</p> <p><b>Hybrid Opt-In Election</b> 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.</p> <p>The Hybrid Retirement Plan's effective date for eligible VRS Plan 1 members who opted in was July 1, 2014.</p> <p>If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.</p> <p>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.</p>	<p><b>Eligible Members</b> 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.</p> <p><b>Hybrid Opt-In Election</b> 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.</p> <p>The Hybrid Retirement Plan's effective date for eligible Plan 2 members who opted in was July 1, 2014.</p> <p>If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.</p> <p>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.</p>	<p><b>Eligible Members</b> Employees are in the Hybrid Retirement Plan if their membership date is on or after January 1, 2014. This includes:</p> <ul style="list-style-type: none"> <li>• Political subdivision employees*</li> <li>• 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</li> </ul> <p><b>*Non-Eligible Members</b> Some employees are not eligible to participate in the Hybrid Retirement Plan. They include:</p> <ul style="list-style-type: none"> <li>• Political subdivision employees who are covered by enhanced benefits for hazardous duty employees</li> </ul> <p>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 VRS Plan 2 (as applicable) or ORP.</p>

## NOTES TO FINANCIAL STATEMENTS

**Note 8. Pension Plan (Continued)**

PLAN 1	PLAN 2	HYBRID RETIREMENT PLAN
<p><b>Retirement Contributions</b> Employees contribute up to 5% of their compensation each month to their member contribution account through a pre-tax salary reduction. 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.</p>	<p><b>Retirement Contributions</b> Same as Plan 1.</p>	<p><b>Retirement Contributions</b> 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.</p>
<p><b>Creditable Service</b> 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.</p>	<p><b>Creditable Service</b> Same as Plan 1.</p>	<p><b>Creditable Service</b> <u><b>Defined Benefit Component:</b></u> 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.</p> <p><u><b>Defined Contributions Component:</b></u> Under the defined contribution component, creditable service is used to determine vesting for the employer contribution portion of the plan.</p>



## NOTES TO FINANCIAL STATEMENTS

## Note 8. Pension Plan (Continued)

PLAN 1	PLAN 2	HYBRID RETIREMENT PLAN
<p><b>Vesting</b> 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.</p> <p>Members are always 100% vested in the contributions that they make.</p>	<p><b>Vesting</b> Same as VRS Plan 1.</p>	<p><b>Vesting</b> <u><b>Defined Benefit Component:</b></u> 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.</p> <p><u><b>Defined Contributions Component:</b></u> 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.</p> <p>Members are always 100% vested in the contributions that they make.</p> <p>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.</p> <ul style="list-style-type: none"> <li>• After two years, a member is 50% vested and may withdraw 50% of employer contributions.</li> <li>• After three years, a member is 75% vested and may withdraw 75% of employer contributions.</li> <li>• After four or more years, a member is 100% vested and may withdraw 100% of employer contributions.</li> </ul> <p>Distribution is not required by law until age 70½.</p>
<p><b>Calculating the Benefit</b> 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.</p> <p>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.</p>	<p><b>Calculating the Benefit</b> See definition under Plan 1.</p>	<p><b>Calculating the Benefit</b> <u><b>Defined Benefit Component:</b></u> See definition under Plan 1.</p> <p><u><b>Defined Contribution Component:</b></u> 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.</p>
<p><b>Average Final Compensation</b> A member's average final compensation is the average of the 36 consecutive months of highest compensation as a covered employee.</p>	<p><b>Average Final Compensation</b> A member's average final compensation is the average of their 60 consecutive months of highest compensation as a covered employee.</p>	<p><b>Average Final Compensation</b> Same as Plan 2. It is used in the retirement formula for the defined benefit component of the plan.</p>

## NOTES TO FINANCIAL STATEMENTS

## Note 8. Pension Plan (Continued)

PLAN 1	PLAN 2	HYBRID RETIREMENT PLAN
<b>Service Retirement Multiplier</b> 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 1.7%. The retirement multiplier for sheriffs and regional jail superintendents is 1.85%. The retirement multiplier of eligible political subdivision hazardous duty employees other than sheriffs and regional jail superintendents is 1.7% or 1.85% as elected by the employer.	<b>Service Retirement Multiplier</b> 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. The retirement multiplier for sheriffs and regional jail superintendents is 1.85%. The retirement multiplier of eligible political subdivision hazardous duty employees other than sheriffs and regional jail superintendents is 1.7% or 1.85% as elected by the employer.	<b>Service Retirement Multiplier</b> <b>Defined Benefit Component:</b> The retirement multiplier for the defined benefit component is 1.0%.  For members that 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. Not applicable to sheriffs, regional jail superintendents and political subdivision hazardous duty employees.  <b>Defined Contribution Component:</b> Not applicable.
<b>Normal Retirement Age</b> <b>VRS:</b> Age 65.  <b>Political subdivisions hazardous duty employees:</b> Age 60.	<b>Normal Retirement Age</b> <b>VRS:</b> Normal Social Security retirement age.  <b>Political subdivisions hazardous duty employees:</b> Same as Plan 1.	<b>Normal Retirement Age</b> <b>Defined Benefit Component:</b> <b>VRS:</b> Same as Plan 2.  <b>Political subdivision hazardous duty employees:</b> Not applicable.  <b>Defined Contribution Component:</b> Members are eligible to receive distributions upon leaving employment, subject to restrictions.
<b>Earliest Unreduced Retirement Eligibility</b> <b>VRS:</b> Members who are not in hazardous duty positions are eligible for an unreduced retirement benefit at age 65 with at least five years (60 months) of creditable service or at age 50 with at least 30 years of creditable service.  <b>Political subdivisions hazardous duty employees:</b> Hazardous duty members are eligible for an unreduced retirement benefit at age 60 with at least five years of creditable service or age 50 with at least 25 years of creditable service.	<b>Earliest Unreduced Retirement Eligibility</b> <b>VRS:</b> Members who are not in hazardous duty positions are eligible for an unreduced retirement benefit when they reach normal Social Security retirement age and have at least five years (60 months) of creditable service or when their age and service equal 90.  <b>Political subdivisions hazardous duty employees:</b> Hazardous duty members are eligible for an unreduced retirement benefit at age 60 with at least five years of creditable service or age 50 with at least 25 years of creditable service.	<b>Earliest Unreduced Retirement Eligibility</b> <b>Defined Benefit Component:</b> <b>VRS:</b> Members are eligible for an unreduced retirement benefit when they reach normal Social Security retirement age and have at least five years (60 months) of creditable service or when their age and service equal 90.  <b>Political subdivision hazardous duty employees:</b> Not applicable.  <b>Defined Contribution Component:</b> Members are eligible to receive distributions upon leaving employment, subject to restrictions.
<b>Earliest Reduced Retirement Eligibility</b> <b>VRS:</b> Members may retire with a reduced benefit as early as age 55 with at least five years (60 months) of creditable service or age 50 with at least 10 years of creditable service.  <b>Political subdivisions hazardous duty employees:</b> 50 with at least five years of creditable service.	<b>Earliest Reduced Retirement Eligibility</b> <b>VRS:</b> Members may retire with a reduced benefit as early as age 60 with at least five years (60 months) of creditable service.  <b>Political subdivisions hazardous duty employees:</b> Same as Plan 1.	<b>Earliest Reduced Retirement Eligibility</b> <b>Defined Benefit Component:</b> <b>VRS:</b> Members may retire with a reduced benefit as early as age 60 with at least five years (60 months) of creditable service.  <b>Political subdivision hazardous duty employees:</b> Not applicable.  <b>Defined Contribution Component:</b> Members are eligible to receive distributions upon leaving employment, subject to restrictions.

## NOTES TO FINANCIAL STATEMENTS

## Note 8. Pension Plan (Continued)

PLAN 1	PLAN 2	HYBRID RETIREMENT PLAN
<p><b>Cost-of-Living Adjustment (COLA) in Retirement</b> 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%.</p> <p><b><u>Eligibility:</u></b> 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.</p> <p>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.</p> <p><b><u>Exceptions to COLA Effective Dates:</u></b> The COLA is effective July 1 following one full calendar year (January 1 to December 31) under any of the following circumstances:</p> <ul style="list-style-type: none"> <li>• The member is within five years of qualifying for an unreduced retirement benefit as of January 1, 2013.</li> <li>• The member retires on disability.</li> <li>• The member retires directly from short-term or long-term disability under the Virginia Sickness and Disability Program (VSDP).</li> <li>• 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.</li> <li>• 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.</li> </ul>	<p><b>Cost-of-Living Adjustment (COLA) in Retirement</b> 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%.</p> <p><b><u>Eligibility:</u></b> Same as Plan 1.</p> <p><b><u>Exceptions to COLA Effective Dates:</u></b> Same as Plan 1.</p>	<p><b>Cost-of-Living Adjustment (COLA) in Retirement</b> <b><u>Defined Benefit Component:</u></b> Same as Plan 2.</p> <p><b><u>Defined Contribution Component:</u></b> Not applicable.</p> <p><b><u>Eligibility:</u></b> Same as Plan 1 and VRS Plan 2.</p> <p><b><u>Exceptions to COLA Effective Dates:</u></b> Same as Plan 1 and Plan 2.</p>
<p><b>Disability Coverage</b> Members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.7% on all service, regardless of when it was earned, purchased or granted.</p> <p>VSDP members are subject to a one-year waiting period before becoming eligible for non-work related disability benefits.</p>	<p><b>Disability Coverage</b> 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.</p> <p>VSDP members are subject to a one-year waiting period before becoming eligible for non-work related disability benefits.</p>	<p><b>Disability Coverage</b> Employees of political subdivision (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.</p> <p>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.</p>

## NOTES TO FINANCIAL STATEMENTS

## Note 8. Pension Plan (Continued)

PLAN 1	PLAN 2	HYBRID RETIREMENT PLAN
<b>Purchase of Prior Service</b> 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 toward vesting, eligibility for retirement and the health insurance credit. Only active members are eligible to purchase prior service. Members also may be eligible to purchase periods of leave without pay.	<b>Purchase of Prior Service</b> Same as Plan 1.	<b>Purchase of Prior Service</b> <b>Defined Benefit Component:</b> Same as Plan 1, with the following exception: <ul style="list-style-type: none"> <li>Hybrid Retirement Plan members are ineligible for ported service.</li> </ul> <b>Defined Contribution Component:</b> Not applicable.

Employees Covered by Benefit Terms

As of the June 30, 2017 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	9
Inactive members:	
Vested inactive members	2
Non-vested inactive members	1
Inactive members active elsewhere in VRS	<u>6</u>
Total inactive members	<u>9</u>
Active members	<u>20</u>
Total covered employees	<u><u>38</u></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 percent of their compensation toward their retirement.

The political subdivision's contractually required contribution rate for the year ended June 30, 2019 was 10.77 percent of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2017.

This rate, when combined with employee contributions, was expected to finance the costs of benefits earned by employee during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the pension plan from the political subdivision were \$111,930 and \$118,029 for the years ended June 30, 2019 and June 30, 2018, respectively.

## NOTES TO FINANCIAL STATEMENTS

**Note 8. Pension Plan (Continued)**Net Pension Liability

The political subdivisions net pension liability was measured as of June 30, 2018. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of June 30, 2017, using updated actuarial assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2018.

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, 2017, 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, 2018.

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 percent 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 percent. However, since the difference was minimal, and a more conservative 7.0 percent 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 percent to simplify preparation of pension liabilities.

## Mortality rates:

Largest 10 – Non-Hazardous Duty: 20% of deaths are assumed to be service related

## Pre-Retirement:

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 95% of rates; females 105% of rates.

## Post-Retirement:

RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 3 years; females 1.0% increase compounded from ages 70 to 90.

## Post-Disablement:

RP-2014 Disability Mortality Rates projected with scale BB to 2020; males set forward 2 years, 110% of rates; females 125% of rates.

## NOTES TO FINANCIAL STATEMENTS

**Note 8. Pension Plan (Continued)**

All Others (Non 10 Largest) – Non-Hazardous Duty: 15% of deaths are assumed to be service related

**Pre-Retirement:**

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 95% of rates; females 105% of rates.

**Post-Retirement:**

RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 3 years; females 1.0% increase compounded from ages 70 to 90.

**Post-Disablement:**

RP-2014 Disability Mortality Rates projected with scale BB to 2020; males set forward 2 years, 110% of rates; females 125% of rates.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 through June 30, 2016. Changes to the actuarial assumptions as a result of the experience study are as follows:

**Largest 10 – Non-Hazardous Duty:**

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Update to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages and changed final retirement from 70 to 75
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Lowered rates
Salary Scale	No change
Line of Duty Disability	Increase rate from 14% to 20%

**All Others (Non 10 Largest) – Non-Hazardous Duty:**

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Update to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages and changed final retirement from 70 to 75
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Lowered rates
Salary Scale	No change
Line of Duty Disability	Increase rate from 14% to 15%

## NOTES TO FINANCIAL STATEMENTS

**Note 8. Pension Plan (Continued)**Actuarial Assumptions – Public Safety Employees with Hazardous Duty Benefits

The total pension liability for Public Safety employees with Hazardous Duty Benefits in the Political Subdivision Retirement Plan was based on an actuarial valuation as of June 30, 2017, 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, 2018.

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 percent 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 percent. However, since the difference was minimal, and a more conservative 7.0 percent 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 percent to simplify preparation of pension liabilities.

## Mortality rates:

Largest 10 – Hazardous Duty: 70% of deaths are assumed to be service related:

## Pre-Retirement:

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 90% of rates; females set forward 1 year.

## Post-Retirement:

RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 1 year, 1.0% increase compounded from ages 70 to 90; females set forward 3 years.

## Post-Disablement:

RP-2014 Disability Mortality Rates projected with scale BB to 2020; males set forward 2 years; unisex using 100% male.

All Others (Non 10 Largest) – Non-Hazardous Duty: 45% of deaths are assumed to be service related

## Pre-Retirement:

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 90% of rates; females set forward 1 year.

## Post-Retirement:

RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 1 year; 1.0% increase compounded from ages 70 to 90; females set forward 3 years.

## Post-Disablement:

RP-2014 Disability Mortality Rates projected with scale BB to 2020; males set forward 2 years; unisex using 100% male.

## NOTES TO FINANCIAL STATEMENTS

**Note 8. Pension Plan (Continued)**

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 through June 30, 2016. Changes to the actuarial assumptions as a result of the experience study are as follows:

## Largest 10 – Hazardous Duty:

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Update to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages
Withdrawal Rates	Adjusted rates to better fit experience
Disability Rates	Increased rates
Salary Scale	No change
Line of Duty Disability	Increase rate from 60% to 70%

## All Others (Non 10 Largest) – Hazardous Duty:

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Update to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Increased age 50 rates, and lowered rates at older ages
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Adjusted rates to better fit experience
Salary Scale	No change
Line of Duty Disability	Increase rate from 60% to 45%



## NOTES TO FINANCIAL STATEMENTS

## Note 8. Pension Plan (Continued)

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>
Public Equity	40.00%	4.54%	1.82%
Fixed Income	15.00%	0.69%	0.10%
Credit Strategies	15.00%	3.96%	0.59%
Real Assets	15.00%	5.76%	0.86%
Private Equity	<u>15.00%</u>	<u>9.53%</u>	<u>1.43%</u>
Total	<u>100.00%</u>		<u>4.80%</u>
	Inflation		<u>2.50%</u>
	*Expected arithmetic nominal return		<u>7.30%</u>

\* The above allocation provides a one-year return of 7.30 percent. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the system, stochastic projections are employed to model future returns under various economic conditions. The results provide a range of returns over various time periods that ultimately provide a median return of 6.83 percent, including expected inflation of 2.50 percent.

Discount Rate

The discount rate used to measure the total pension liability was 7.00 percent. 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. Consistent with the phased-in funding provided by the General Assembly for state and teacher employer contributions; political subdivisions were also provided with an opportunity to use an alternate employer contribution rate. For the year ended June 30, 2018, the alternate rate was the employer contribution rate used in FY 2012 or 90 percent of the actuarially determined employer contribution rate from the June 30, 2015, actuarial valuations, whichever was greater. From July 1, 2018 on, participating employers are assumed to contribute 100 percent 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.

## NOTES TO FINANCIAL STATEMENTS

## Note 8. Pension Plan (Continued)

Changes in Net Pension Liability

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) – (b)
Balances at June 30, 2017	\$ 3,335,978	\$ 2,870,149	\$ 465,829
Changes for the year:			
Service cost	\$ 130,475	\$ -	\$ 130,475
Interest	228,515	-	228,515
Changes of assumptions	-	-	-
Differences between expected and actual experience	(130,915)	-	(130,915)
Contributions - employer	-	118,028	(118,028)
Contributions - employee	-	48,581	(48,581)
Net investment income	-	212,973	(212,973)
Benefit payments, including refunds of employee contributions	(142,951)	(142,951)	-
Administrative expenses	-	(1,781)	1,781
Other changes	-	(193)	193
Net changes	\$ 85,124	\$ 234,657	\$ (149,533)
Balances at June 30, 2018	\$ 3,421,102	\$ 3,104,806	\$ 316,296

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 percent, 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 percent) or one percentage point higher (8.00 percent) than the current rate:

	Rate		
	(6.00%)	(7.00%)	(8.00%)
Political subdivision's Net Pension Liability	\$ 765,495	\$ 316,296	\$ (56,512)

## NOTES TO FINANCIAL STATEMENTS

**Note 8. Pension Plan (Continued)**Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2019, the political subdivision recognized pension expense of \$69,888. At June 30, 2019, the political subdivision reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 55,009	\$ 150,624
Change in assumptions	-	22,772
Net difference between projected and actual earnings on pension plan investments	-	24,439
Employer contributions subsequent to the measurement date	<u>111,930</u>	<u>-</u>
Total	<u>\$ 166,939</u>	<u>\$ 197,835</u>

The amount of \$111,930 reported as deferred outflows of resources related to pensions resulting from the subdivision's contributions subsequent to the measurement date will be recognized as a reduction of the Net Pension Liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred (inflows) of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30

2020	\$ (4,146)
2021	(34,256)
2022	(73,129)
2023	(27,730)
2024	(3,565)
Thereafter	-

Pension Plan Data

Information about the VRS Political Subdivision Retirement Plan is also available in the separately issued VRS 2018 Comprehensive Annual Financial Report (CAFR). A copy of the 2018 VRS CAFR may be downloaded from the VRS website at <http://www.varetire.org/Pdf/Publications/2018-annual-report.pdf>, or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, VA, 23218-2500.

Payables to the Pension Plan

At June 30, 2019, the Town reported a payable of \$15,375 for the outstanding amount of contributions to the pension plan required for the year ended June 30, 2019.

## NOTES TO FINANCIAL STATEMENTS

**Note. 9. Group Life Insurance**Plan Description

All full-time, salaried permanent employees of the state agencies, teachers and employees of participating political subdivisions are automatically covered by the VRS Group Life Insurance Program upon employment. This plan is administered by the Virginia Retirement System (the System), along with pensions and other OPEB plans, for public employer groups in the Commonwealth of Virginia.

In addition to the Basic Group Life Insurance benefit, members are also eligible to elect additional coverage for themselves as well as a spouse or dependent children through the Optional Group Life Insurance Program. For members who elect the optional group life insurance coverage, the insurer bills employers directly for the premiums. Employers deduct these premiums from members' paychecks and pay the premiums to the insurer. Since this is a separate and fully insured program, it is not included as part of the Group Life Insurance Program OPEB.

The specific information for Group Life Insurance Program OPEB, including eligibility, coverage and benefits is set out in the table below:

GROUP LIFE INSURANCE PROGRAM PLAN PROVISIONS
<p><b>Eligible Employees</b></p> <p>The Group Life Insurance Program was established July 1, 1960, for state employees, teachers and employees of political subdivisions that elect the program, including the following employers that do not participate in VRS for retirement:</p> <ul style="list-style-type: none"> <li>• City of Richmond</li> <li>• City of Portsmouth</li> <li>• City of Roanoke</li> <li>• City of Norfolk</li> <li>• Roanoke City Schools Board</li> </ul> <p>Basic group life insurance coverage is automatic upon employment. Coverage ends for employees who leave their position before retirement eligibility or who take a refund of their member contributions and accrued interest.</p>
<p><b>Benefit Amounts</b></p> <p>The benefits payable under the Group Life Insurance Program have several components.</p> <ul style="list-style-type: none"> <li>• <b><u>Natural Death Benefit</u></b> – The natural death benefit is equal to the employee's covered compensation rounded to the next highest thousand and then doubled.</li> <li>• <b><u>Accidental Death Benefit</u></b> – The accidental death benefit is double the natural death benefit.</li> <li>• <b><u>Other Benefit Provisions</u></b> – In addition to the basic natural and accidental death benefits, the program provides additional benefits provided under specific circumstances. These include: <ul style="list-style-type: none"> <li>○ Accidental dismemberment benefit</li> <li>○ Safety belt benefit</li> <li>○ Repatriation benefit</li> <li>○ Felonious assault benefit</li> <li>○ Accelerated death benefit option</li> </ul> </li> </ul>

## NOTES TO FINANCIAL STATEMENTS

**Note. 9. Group Life Insurance (Continued)****Reduction in benefit Amounts**

The benefit amounts provided to members covered under the Group Life Insurance Program are subject to a reduction factor. The benefit amount reduces by 25% on January 1 following one calendar year of separation. The benefit amount reduces by an additional 25% on each subsequent January 1 until it reaches 25% of its original value.

**Minimum Benefit Amount and Cost-of-Living Adjustment (COLA)**

For covered members with at least 30 years of creditable service, there is a minimum benefit payable under the Group Life Insurance Program. The minimum benefit was set at \$8,000 by statute. This amount is increased annually based on the VRS Plan 2 cost-of-living adjustment and was increased to \$8,279 effective July 1, 2018.

Contributions

The contribution requirements for the Group Life Insurance Program are governed by §51.1-506 and §51.1-508 of the Code of Virginia, as amended, but may be impacted as a result of funding provided to state agencies and school divisions by the Virginia General Assembly. The total rate for the Group Life Insurance Program was 1.31 percent of covered employee compensation. This was allocated into an employee and an employer component using a 60/40 split. The employee component was 0.79 percent (1.31 percent X 60 percent) and the employer component was 0.52 percent (1.31 percent X 40 percent). Employers may elect to pay all or part of the employee contribution, however the employer must pay all of the employer contribution. Each employer's contractually required employer contribution rate for the year ended June 30, 2019 was 0.52 percent of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2017. The actuarially determined rate, when combined with employee contributions, was expected to finance the costs of benefits payable during the year, with an additional amount to finance any unfunded accrued liability. Contribution to the Group Life Insurance Program from the entity were \$13,377 and \$12,916 for the years ended June 30, 2019 and June 30, 2018, respectively.

GLI OPEB Liabilities, GLI OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to the Group Life Insurance Program OPEB

At June 30, 2019, the entity reported a liability of \$78,000 for its proportionate share of the Net GLI OPEB Liability. The Net GLI OPEB Liability was measured as of June 30, 2018 and the total GLI OPEB liability used to calculate the Net GLI OPEB Liability was determined by an actuarial valuation as of that date. The covered employer's proportion of the Net GLI OPEB Liability was based on the covered employer's actuarially determined employer contributions to the Group Life Insurance Program for the year ended June 30, 2018 relative to the total of the actuarially determined employer contributions for all participating employers. At June 30, 2018, the participating employer's proportion was .00518 percent as compared to .00501 percent at June 30, 2017.

For the year ended June 30, 2019, the participating employer recognized GLI OPEB expense of \$5,000. Since there was a change in proportionate share between measurement dates, a portion of the GLI OPEB expense was related to deferred amounts from changes in proportion.

## NOTES TO FINANCIAL STATEMENTS

**Note. 9. Group Life Insurance (Continued)**

At June 30, 2019, the employer reported deferred outflows of resources and deferred inflows of resources related to the GLI OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 4,000	\$ 1,000
Net difference between projected and actual earnings on GLI OPEB program investments	-	3,000
Change in assumptions	-	3,000
Changes in proportion	2,000	-
Employer contributions subsequent to the measurement date	<u>5,351</u>	<u>-</u>
Total	<u>\$ 11,351</u>	<u>\$ 7,000</u>

\$5,351 reported as deferred outflows of resources related to the GLI OPEB resulting from the employer's contributions subsequent to the measurement date will be recognized as a reduction of the Net GLI OPEB Liability in the Fiscal Year ending June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the GLI OPEB will be recognized in the GLI OPEB expense in future reporting periods as follows:

Year ended June 30:

2020	\$ -
2021	-
2022	(1,000)
2023	-
2024	-
Thereafter	-

Actuarial Assumptions

The total GLI OPEB liability was based on an actuarial valuation as of June 30, 2017, 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, 2018.

Inflation	2.5 percent
Salary increases, including inflation –	
Locality – General employees	3.5 percent – 5.35 percent
Locality – Hazardous Duty employees	3.5 percent – 4.75 percent
Investment rate of return	7.0 Percent, net of investment expenses, 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 percent 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 percent. However, since the difference was minimal, and a more conservative 7.0 percent 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 percent to simplify preparation of the OPEB liabilities.

## NOTES TO FINANCIAL STATEMENTS

**Note. 9. Group Life Insurance (Continued)**Mortality rates – Non-Largest Ten Locality Employers - General Employees

## Pre-Retirement:

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates to 81 and older projected with Scale BB to 2020; males 95% of rates; females 105% of rates.

## Post-Retirement:

RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with Scale BB to 2020; males set forward 3 years; females 1.0% increase compounded from ages 70 to 90.

## Post-Disablement:

RP-2014 Disability Life Mortality Table projected with scale BB to 2020; males set forward 2 years, 110% of rates; females 125% of rates.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 through June 30, 2016. Changes to the actuarial assumptions as a result of the experience study are as follows:

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Lowered retirement rates at older ages and extended final retirement age from 70 to 75.
Withdrawal Rates	Adjusted termination rates to better fit experience at each age and service year
Disability Rates	Lowered disability rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14 to 15%

Mortality rates – Non-Largest Ten Locality Employers – Hazardous Duty Employees

## Pre-Retirement:

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates to 81 and older projected with Scale BB to 2020; males 90% of rates; females set forward 1 year.

## Post-Retirement:

RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with Scale BB to 2020; males set forward 1 year with 1.0% increase compounded from ages 70 to 90; females set forward 3 years.

## Post-Disablement:

RP-2014 Disability Life Mortality Table projected with scale BB to 2020; males set forward 2 years; unisex using 100% male.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 through June 30, 2016. Changes to the actuarial assumptions as a result of the experience study are as follows:

## NOTES TO FINANCIAL STATEMENTS

**Note. 9. Group Life Insurance (Continued)**

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Increased age 50 rates and lowered rates at older ages
Withdrawal Rates	Adjusted termination rates to better fit experience at each age and service year
Disability Rates	Adjusted rates to better match experience
Salary Scale	No change
Line of Duty Disability	Decreased rate from 60% to 45%

Net GLI OPEB Liability

The net OPEB liability (NOL) for the Group Life Insurance Program represents the program's total OPEB liability determined in accordance with GASB Statement No. 74, less the associated fiduciary net position. As of June 30, 2018, NOL amounts for the Group Life Insurance Program is as follows (amounts expressed in thousands):

**Group Life Insurance  
OPEB Program**

Total GLI OPEB Liability	\$ 3,113,508
Plan Fiduciary Net Position	<u>(1,594,773)</u>
Employers' Net GLI OPEB Liability (Asset)	<u>\$ 1,518,735</u>

Plan Fiduciary Net Position as a Percentage of the Total GLI OPEB Liability	51.22%
--	--------

The total GLI OPEB liability is calculated by the System's actuary, and each plan's fiduciary net position is reported in the System's financial statements. The net GLI OPEB liability is disclosed in accordance with the requirements of GASB Statement No. 74 in the System's notes to the financial statements and required supplementary information.

Long-Term Expected Rate of Return

The long-term expected rate of return on the System's 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 System's 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>
Public Equity	40.00%	4.54%	1.82%
Fixed Income	15.00%	0.69%	0.10%
Credit Strategies	15.00%	3.96%	0.59%
Real Assets	15.00%	5.76%	0.86%
Private Equity	15.00%	9.53%	1.43%
Total	<u>100%</u>		<u>4.80%</u>
	Inflation		<u>2.50%</u>
	*Expected arithmetic nominal return		<u>7.30%</u>



## NOTES TO FINANCIAL STATEMENTS

**Note. 9. Group Life Insurance (Continued)**

\* The above allocation provides a one-year return of 7.30 percent. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the system, stochastic projections are employed to model future returns under various economic conditions. The results provide a range of returns over various time periods that ultimately provide a median return of 6.83 percent, including expected inflation of 2.50 percent.

Discount Rate

The discount rate used to measure the total GLI OPEB liability was 7.00 percent. The projection of cash flows used to determine the discount rate assumed that member contributions will be made per the VRS guidance 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 entity for the GLI OPEB will be subject to the portion of the VRS Board-certified rates that are funded by the Virginia General Assembly, which was 100 percent of the actuarially determined contribution rate. From July 1, 2018 on, employers are assumed to contribute 100 percent of the actuarially determined contribution rates. Based on those assumptions, the GLI OPEB's fiduciary net position was projected to be available to make all projected future benefit payments of eligible employees. Therefore the long-term expected rate of return was applied to all periods of projected benefit payments to determine the total GLI OPEB liability.

Sensitivity of the Employer's Proportionate Share of the Net GLI OPEB Liability to Changes in the Discount Rate

The following presents the employer's proportionate share of the net GLI OPEB liability using the discount rate of 7.00 percent, as well as what the employer's proportionate share of the net GLI OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (6.00 percent) or one percentage point higher (8.00 percent) than the current rate:

	1.00% Decrease (6.00%)	Current Discount Rate (7.00%)	1.00% Increase (8.00%)
Employer's proportionate share of the Group Life Insurance Program Net OPEB Liability	\$ 102,000	\$ 78,000	\$ 59,000

Group Life Insurance Program Fiduciary Net Position

Detailed information about the Group Life Insurance Program's Fiduciary Net Position is available in the separately issued VRS 2018 Comprehensive Annual Financial Report (CAFR). A copy of the 2018 VRS CAFR may be downloaded from the VRS website at <http://www.varetire.org/Pdf/Publications/2018-annual-report.pdf>, or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, VA, 23218-2500.

Payables to the VRS Group Life Insurance OPEB Plan

At June 30, 2019, there was no outstanding payable from the Town to the VRS Group Life Insurance OPEB Plan.

## NOTES TO FINANCIAL STATEMENTS

### Note. 10. Operating Lease Commitments

The Town receives rental income from three operating leases.

The Town leases land behind the wastewater treatment facility to a farmer on a year-to-year operating lease. This lease revenue is presented in the General Fund. The rents received from this lease during the fiscal year ended June 30, 2019, were \$14,000.

The Town leases its water tank to two communication companies under noncancelable operating leases for five years. The annual rents received from each lease are \$19,163 and \$21,901, respectively. Each lease has additional renewal terms. The companies use the tank to mount their antennas. The following is a schedule by years of future minimum rentals under the current terms of the leases:

<u>Year Ending June 30</u>	
2020	\$ 41,058
2021	26,690
2022	21,901
2023	21,901
2024	21,901
	<u>\$ 133,451</u>

The total rental income from these leases that is included in the Water Fund's statement of revenues and expenses for the year ended June 30, 2019, was \$41,064.

The Town leases a spring under a noncancelable operating lease. The lease calls for the Town to pay annual rent of \$5,000 until the time the Town begins withdrawing water. Once that occurs, the Town will pay annually the greater of \$5,000 or 5 cents for each 1,000 gallons withdrawn. The lease originated March, 2003, and runs for a period of 99 years. For the year ended June 30, 2019, lease expense in the Water Fund's statement of revenues and expenses was \$5,000.

### Note. 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 has insurance coverage with the VML Insurance Programs. The Town has joined with nearly 500 local political subdivisions in Virginia to form this public entity risk pool that operates as a common risk management and insurance program for members. Each Association member jointly and severally agrees to assume, pay and discharge any liability. The Town pays contributions and assessments based upon classifications and rates into a designated cash reserve fund out of which expenses of the Association and claims and awards are to be paid. In the event of a loss deficit and depletion of all available excess insurance, the Association may assess all members in the proportion that the premium of each bears to the total premiums of all members in the year in which such deficit occurs. The Town's settled claims have not exceeded insurance coverage in any of the past three fiscal years.

### Note 12. Revolving Lines of Credit

The Town has two revolving lines of credit with BB&T, one reported in the General Fund and the other in the Sewer Fund. Each line of credit had \$50,000 unused at June 30, 2019. Bank advances on the credit lines are payable on demand and carry interest at the bank's prime rate. The credit lines are secured by the full faith and credit of the Town.

## NOTES TO FINANCIAL STATEMENTS

**Note 13. Interfund Transfers**

Interfund transfers during the year ended June 30, 2019, are as follows:

<u>Fund</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General Fund	\$ 88,194	\$ 2,698
Water Fund	14,935	6,191
Sewer Fund	2,698	96,938
RBEG	<u>60,000</u>	<u>60,000</u>
	<u>\$ 165,827</u>	<u>\$ 165,827</u>

Transfers are used to (a) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them and to (b) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

**Note 14. Major Customers**

The Town has two major wastewater customers, Pilgrims Pride Corporation and the Town of New Market, Virginia. For the year ended June 30, 2019, sewer revenues from Pilgrims Pride Corporation and the Town of New Market, Virginia were \$1,736,803 and \$445,149, respectively. Accounts receivable from Pilgrims Pride Corporation and the Town of New Market, Virginia, at June 30, 2019 were \$4,730 and \$19,521, respectively.

**Note 15. Transactions with Related Parties**

Chad L. Comer, Councilman during the period July 1, 2018 to June 30, 2019, is owner of Blue Ribbon Nursery. During the period, the Town spent \$8,093 at the business for mulch, decorations, and landscaping.

**Note 16. Restatement of Fund Balance, Net Position and Due From (To) Other Funds**

In previously issued financial statements, the Statements of Net Position included amounts due from (to) other funds. These accounts originated because cash receipts from utility billings had been allocated incorrectly across funds. Utility billings include fees billed to customers/users of the Town's trash, water and sewer service. While revenues from each service had been recorded in the correct fund (i.e., trash service in the general fund, water service in the water fund and sewer service in the sewer fund), the Town was recording cash receipts entirely in the water fund. Yearend adjustments were made to reflect the correct allocation of cash balances in each fund. The Town used the "due from (to) other funds" as the offsetting accounts to balance the transaction.

In reviewing the transactions, the Town realized that the "due from (to) other funds" postings should not have been necessary. Adjustments to allocate the cash receipts for utility billings had already been made through "transfers" in the Statements of Revenue and Expenditures/Expenses. As a result, the Town has deemed the "due from (to) other funds" balances to not be necessary.

## NOTES TO FINANCIAL STATEMENTS

## Note 16. Restatement of Fund Balance, Net Position and Due From (to) Other Funds (Continued)

The following accounts are being restated as of June 30, 2018;

	<u>General Fund</u>	<u>Water Fund</u>	<u>Sewer Fund</u>
<b>Fund balance/net position, as previously reported</b>	\$ -	\$ 4,939,674	\$ 6,497,675
Change to reflect due from (to) other funds balances not payable or receivable	<u>121,143</u>	<u>(2,316,829)</u>	<u>2,195,686</u>
<b>Fund balance/net position, as restated</b>	<u>\$ 121,143</u>	<u>\$ 2,622,845</u>	<u>\$ 8,693,361</u>
 <b>Due from (to) other funds, as previously reported</b>	 \$ (121,143)	 \$ 2,316,829	 \$ (2,195,686)
Change to reflect due from (to) other funds balances not payable or receivable	<u>121,143</u>	<u>(2,316,829)</u>	<u>2,195,686</u>
<b>Due from (to) other funds, as restated</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	<u><b>Governmental Activity</b></u>	<u><b>Business-Type Activities</b></u>	
<b>Net position, as previously reported</b>	\$ 4,956,252	\$ 11,509,863	
Change to reflect due from (to) other funds balances not payable or receivable	<u>121,143</u>	<u>(121,143)</u>	
<b>Net position, as restated</b>	<u>\$ 5,077,395</u>	<u>\$ 11,388,720</u>	
 <b>Due from (to) other funds, as previously reported</b>	 \$ (121,143)	 \$ 121,143	
Change to reflect due from (to) other funds balances not payable or receivable	<u>121,143</u>	<u>(121,143)</u>	
<b>Due from (to) other funds, as restated</b>	<u>\$ -</u>	<u>\$ -</u>	

**Required Supplementary Information  
Other than Management's Discussion and Analysis**

## TOWN OF BROADWAY, VIRGINIA

**GENERAL FUND**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES**  
**IN FUND BALANCE - BUDGET AND ACTUAL**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>REVENUES</b>				
General property taxes	\$ 287,578	\$ 287,578	\$ 335,124	\$ 47,546
Other local taxes	789,000	789,000	808,605	19,605
Permits, privilege fees and regulatory license	6,000	6,000	7,369	1,369
Fines and forfeitures	12,000	12,000	11,642	(358)
Revenue from the use of money and property	18,500	18,500	19,506	1,006
Charges for services	289,000	289,000	286,507	(2,493)
Miscellaneous	2,000	2,000	7,440	5,440
Intergovernmental revenues:				
Commonwealth	559,222	559,222	582,773	23,551
Federal	2,000	72,000	70,052	(1,948)
Total revenues	<u>\$ 1,965,300</u>	<u>\$ 2,035,300</u>	<u>\$ 2,129,018</u>	<u>\$ 93,718</u>
<b>EXPENDITURES</b>				
General government administration	\$ 480,200	\$ 480,200	\$ 476,950	\$ 3,250
Public safety	561,500	561,500	589,342	(27,842)
Public works	739,800	739,800	498,979	240,821
Cultural and recreation	178,700	278,700	305,743	(27,043)
Community development	28,100	28,100	31,318	(3,218)
Debt service	28,000	28,000	28,400	(400)
Total expenditures	<u>\$ 2,016,300</u>	<u>\$ 2,116,300</u>	<u>\$ 1,930,732</u>	<u>\$ 185,568</u>
Excess (deficiency) of revenues over expenditures	<u>\$ (51,000)</u>	<u>\$ (81,000)</u>	<u>\$ 198,286</u>	<u>\$ 279,286</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Financing, loader debt issued	\$ -	\$ -	\$ 45,320	\$ 45,320
Transfers in	51,000	81,000	88,194	7,194
Transfers out	-	-	(2,698)	(2,698)
Total other financing sources (uses)	<u>\$ 51,000</u>	<u>\$ 81,000</u>	<u>\$ 130,816</u>	<u>\$ 49,816</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 329,102</u>	<u>\$ 329,102</u>
<b>FUND BALANCE AT BEGINNING OF YEAR</b>	<u>121,143</u>	<u>121,143</u>	<u>121,143</u>	<u>-</u>
<b>FUND BALANCE AT END OF YEAR</b>	<u>\$ 121,143</u>	<u>\$ 121,143</u>	<u>\$ 450,245</u>	<u>\$ 329,102</u>

## TOWN OF BROADWAY, VIRGINIA

**SCHEDULE OF CHANGES IN THE TOWN'S NET PENSION LIABILITY  
AND RELATED RATIOS AND SCHEDULE OF EMPLOYER CONTRIBUTIONS**

**SCHEDULE OF CHANGES IN THE TOWN'S NET PENSION LIABILITY  
AND RELATED RATIOS**

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<b>Total pension liability</b>					
Service cost	\$ 130,475	\$ 125,939	\$ 115,608	\$ 109,478	\$ 102,639
Interest	228,515	223,235	209,491	187,003	175,437
Changes of benefit terms	-	-	-	-	-
Differences between expected and actual experience	(130,915)	(76,231)	31,058	159,777	-
Changes in assumptions	-	(38,424)	-	-	-
Benefit payments, including refunds of employee contributions	<u>(142,951)</u>	<u>(175,235)</u>	<u>(144,386)</u>	<u>(125,626)</u>	<u>(100,060)</u>
<b>Net change in total pension liability</b>	85,124	59,284	211,771	330,632	178,016
<b>Total pension liability - beginning</b>	<u>3,335,978</u>	<u>3,276,694</u>	<u>3,064,923</u>	<u>2,734,291</u>	<u>2,556,275</u>
<b>Total pension liability - ending (a)</b>	<u>\$3,421,102</u>	<u>\$3,335,978</u>	<u>\$3,276,694</u>	<u>\$3,064,923</u>	<u>\$2,734,291</u>
<b>Plan fiduciary net position</b>					
Contributions - employer	\$ 118,028	\$ 110,799	\$ 86,408	\$ 88,799	\$ 117,477
Contributions - employee	48,581	45,535	42,415	43,816	43,382
Net investment income	212,973	313,775	44,495	111,983	328,591
Benefit payments, including refunds of employee contributions	<u>(142,951)</u>	<u>(175,235)</u>	<u>(144,386)</u>	<u>(125,626)</u>	<u>(100,060)</u>
Administrative expense	(1,781)	(1,794)	(1,570)	(1,502)	(1,703)
Other	<u>(193)</u>	<u>(280)</u>	<u>(19)</u>	<u>(25)</u>	<u>18</u>
<b>Net change in plan fiduciary net position</b>	234,657	292,800	27,343	117,445	387,705
<b>Plan fiduciary net position - beginning</b>	<u>2,870,149</u>	<u>2,577,349</u>	<u>2,550,006</u>	<u>2,432,561</u>	<u>2,044,856</u>
<b>Plan fiduciary net position - ending (b)</b>	<u>\$3,104,806</u>	<u>\$2,870,149</u>	<u>\$2,577,349</u>	<u>\$2,550,006</u>	<u>\$2,432,561</u>
<b>Political subdivision's net pension liability – ending (a) - (b)</b>	<u>\$ 316,296</u>	<u>\$ 465,829</u>	<u>\$ 699,345</u>	<u>\$ 514,917</u>	<u>\$ 301,730</u>
<b>Plan fiduciary net position as a percentage of the total pension liability</b>	90.75%	86.04%	78.66%	83.20%	88.96%
<b>Covered payroll</b>	\$ 977,058	\$ 917,906	\$ 852,981	\$ 876,758	\$ 861,615
<b>Political subdivision's net pension liability as a percentage of covered payroll</b>	32.37%	50.75%	81.99%	58.73%	35.02%

(Continued)

## TOWN OF BROADWAY, VIRGINIA

**SCHEDULE OF CHANGES IN THE TOWN'S NET PENSION LIABILITY  
AND RELATED RATIOS AND SCHEDULE OF EMPLOYER CONTRIBUTIONS**

**SCHEDULE OF EMPLOYER CONTRIBUTIONS**

Years Ended June 30, 2015 through 2019

Date	Contributions in				
	Contractually Required Contribution (1)	Relation to Contractually Required Contribution (2)	Contribution Deficiency (Excess) (3)	Employer's Covered Payroll (4)	Contributions as a % of Covered Payroll (5)
2015	\$ 88,773	\$ 88,773	\$ -	\$ 876,758	10.13%
2016	86,407	86,407	-	852,981	10.13%
2017	110,883	110,883	-	917,906	12.08%
2018	118,029	118,029	-	977,058	12.08%
2019	111,930	111,930	-	1,039,276	10.77%

*Schedules are intended to show information for 10 years. Since this is the fifth year for this presentation, only five years of data are available. However, additional years will be included as they become available.*

**Notes to Required Supplemental Information For the Year Ended June 30, 2019**

**Changes of benefit terms** – There have been no actuarially material changes to the System benefit provisions since the prior actuarial valuation.

**Changes of assumptions** – The following changes in actuarial assumptions were made effective June 30, 2016, based on the most recent experience study of the System for the four-year period ending June 30, 2016:

Largest 10 – Non-Hazardous Duty:

Mortality Rates Pre-retirement, post-retirement healthy, and disabled	Update to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages and changed final retirement from 70 to 75
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Lowered rates
Salary Scale	No change
Line of Duty Disability	Increase rate from 14% to 20%

All Others (Non 10 Largest) – Non-Hazardous Duty:

Mortality Rates Pre-retirement, post-retirement healthy, and disabled	Update to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages and changed final retirement from 70 to 75
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Lowered rates
Salary Scale	No change
Line of Duty Disability	Increase rate from 14% to 15%



## TOWN OF BROADWAY, VIRGINIA

**SCHEDULE OF CHANGES IN THE TOWN'S NET PENSION LIABILITY  
AND RELATED RATIOS AND SCHEDULE OF EMPLOYER CONTRIBUTIONS**

**Notes to Required Supplemental Information For the Year Ended June 30, 2019 (Continued)**

Largest 10 – Hazardous Duty:

Mortality Rates Pre-retirement, post-retirement healthy, and disabled	Update to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages
Withdrawal Rates	Adjusted rates to better fit experience
Disability Rates	Increased rates
Salary Scale	No change
Line of Duty Disability	Increase rate from 60% to 70%

All Others (Non 10 Largest) – Hazardous Duty:

Mortality Rates Pre-retirement, post-retirement healthy, and disabled	Update to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Increased age 50 rates, and lowered rates at older ages
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Adjusted rates to better fit experience
Salary Scale	No change
Line of Duty Disability	Increase rate from 60% to 45%

## TOWN OF BROADWAY, VIRGINIA

**SCHEDULE OF EMPLOYER'S SHARE OF NET OPEB LIABILITY –  
GROUP LIFE INSURANCE PROGRAM AND SCHEDULE OF EMPLOYER CONTRIBUTIONS**

**Schedule of Employer's Share of Net OPEB Liability - Group Life Insurance Program**

	2018	2017
Employer's Proportion of the Net GLI OPEB Liability (Asset)	.00518%	.00501%
Employer's Proportionate Share of the Net GLI OPEB Liability (Asset)	\$ 78,000	\$ 75,000
Employer's Covered Payroll	\$ 977,058	\$ 917,906
Employer's Proportionate Share of the Net GLI OPEB Liability (Asset) as a Percentage of its Covered Payroll	7.98%	8.17%
Plan Fiduciary Net Position as a Percentage of the Total GLI OPEB Liability	51.22%	48.86%

**Schedule of Employer Contributions Years Ended June 30, 2018 through 2019**

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)
2018	\$ 5,167	\$ 5,167	\$ -	\$ 977,058	.053%
2019	5,351	5,351	-	1,039,276	.051%

*Schedules are intended to show information for 10 years. Since this is the second year for this presentation, only two years of data are available. However, additional years will be included as they become available.*

**Notes to Required Supplemental Information For the Year Ended June 30, 2019**

**Changes of benefit terms** – There have been no actuarially material changes to the System benefit provisions since the prior actuarial valuation.

**Changes of assumptions** – The following changes in actuarial assumptions were made effective June 30, 2016, based on the most recent experience study of the System for the four-year period ending June 30, 2016:

**Non-Largest Ten Locality Employers - General Employees**

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Lowered retirement rates at older ages and extended final retirement age from 70 to 75.
Withdrawal Rates	Adjusted termination rates to better fit experience at each age and service year
Disability Rates	Lowered disability rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14 to 15%

**Non-Largest Ten Locality Employers – Hazardous Duty Employees**

Mortality Rates (Pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table – RP-2014 projected to 2020
Retirement Rates	Increased age 50 rates and lowered rates at older ages
Withdrawal Rates	Adjusted termination rates to better fit experience at each age and service year
Disability Rates	Adjusted rates to better match experience
Salary Scale	No change
Line of Duty Disability	Decreased rate from 60% to 45%

## **Other Supplementary Information**

## TOWN OF BROADWAY, VIRGINIA

**GENERAL FUND**  
**STATEMENT OF REVENUES, COMPARED TO BUDGET**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>GENERAL PROPERTY TAXES</b>				
Real estate	\$ 191,000	\$ 191,000	\$ 194,097	\$ 3,097
Personal property	89,778	89,778	132,509	42,731
Public service corporations	3,300	3,300	3,668	368
Penalties and interest	3,500	3,500	4,850	1,350
	<u>\$ 287,578</u>	<u>\$ 287,578</u>	<u>\$ 335,124</u>	<u>\$ 47,546</u>
<b>OTHER LOCAL TAXES</b>				
Local sales and use	\$ 197,000	\$ 197,000	\$ 195,207	\$ (1,793)
Utility taxes	115,000	115,000	111,974	(3,026)
Business licenses	77,000	77,000	75,383	(1,617)
Motor vehicle licenses	72,000	72,000	73,862	1,862
Meals tax	155,000	155,000	181,382	26,382
Bank stock	101,000	101,000	113,524	12,524
DMV fees	-	-	3,270	3,270
Cigarette tax	72,000	72,000	54,003	(17,997)
	<u>\$ 789,000</u>	<u>\$ 789,000</u>	<u>\$ 808,605</u>	<u>\$ 19,605</u>
<b>PERMITS, PRIVILEGE FEES AND REGULATORY LICENSES</b>				
Zoning fees	\$ 6,000	\$ 6,000	\$ 7,369	\$ 1,369
	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 7,369</u>	<u>\$ 1,369</u>
<b>FINES AND FORFEITURES</b>				
Police fines	\$ 12,000	\$ 12,000	\$ 11,642	\$ (358)
	<u>\$ 12,000</u>	<u>\$ 12,000</u>	<u>\$ 11,642</u>	<u>\$ (358)</u>
<b>REVENUE FROM THE USE OF MONEY AND PROPERTY</b>				
Interest on bank deposits	\$ 3,500	\$ 3,500	\$ 4,593	\$ 1,093
Net increase in the fair value of investments	-	-	913	913
Sale of equipment	1,000	1,000	-	(1,000)
Land lease	14,000	14,000	14,000	-
	<u>\$ 18,500</u>	<u>\$ 18,500</u>	<u>\$ 19,506</u>	<u>\$ 1,006</u>
<b>CHARGES FOR SERVICES</b>				
Trash collection fees	\$ 227,000	\$ 227,000	\$ 228,354	\$ 1,354
Parks revenue	62,000	62,000	58,153	(3,847)
	<u>\$ 289,000</u>	<u>\$ 289,000</u>	<u>\$ 286,507</u>	<u>\$ (2,493)</u>
<b>MISCELLANEOUS</b>				
Other	\$ 2,000	\$ 2,000	\$ 2,635	\$ 635
Donations	-	-	4,805	4,805
	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>\$ 7,440</u>	<u>\$ 5,440</u>

(Continued)

## TOWN OF BROADWAY, VIRGINIA

**GENERAL FUND**  
**STATEMENT OF REVENUES, COMPARED TO BUDGET**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>INTERGOVERNMENTAL REVENUES</b>				
<b>Commonwealth</b>				
Rolling stock taxes	\$ 3,000	\$ 3,000	\$ 2,935	\$ (65)
Fire program funds	12,000	12,000	12,776	776
Law enforcement grants, 599 funds	60,000	60,000	62,928	2,928
Personal property tax reimbursement	33,222	33,222	33,222	-
Highway maintenance funds	446,000	446,000	466,412	20,412
Art grant	5,000	5,000	4,500	(500)
	<u>\$ 559,222</u>	<u>\$ 559,222</u>	<u>\$ 582,773</u>	<u>\$ 23,551</u>
<b>Federal</b>				
DMV Highway Safety Program grants	\$ 2,000	\$ 2,000	\$ 2,880	\$ 880
Fish and Wildlife Foundation grant	-	70,000	67,172	(2,828)
	<u>\$ 2,000</u>	<u>\$ 72,000</u>	<u>\$ 70,052</u>	<u>\$ (1,948)</u>
<b>Total revenues</b>	<u>\$ 1,965,300</u>	<u>\$ 2,035,300</u>	<u>\$ 2,129,018</u>	<u>\$ 93,718</u>

## TOWN OF BROADWAY, VIRGINIA

**GENERAL FUND**  
**STATEMENT OF EXPENDITURES, COMPARED TO BUDGET**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>GENERAL GOVERNMENT ADMINISTRATION</b>				
<b>General Government</b>				
Town council salaries	\$ 25,100	\$ 25,100	\$ 24,180	\$ 920
Salaries and wages	204,000	204,000	194,708	9,292
Employee benefits	45,000	45,000	43,385	1,615
Payroll taxes	15,600	15,600	14,320	1,280
Buildings and grounds	10,000	10,000	9,525	475
DMV fees	2,000	2,000	2,895	(895)
Donations	17,000	17,000	8,500	8,500
Dues and memberships	6,000	6,000	3,926	2,074
Insurance and surety bonds	24,500	24,500	29,122	(4,622)
Miscellaneous	12,000	12,000	18,224	(6,224)
Office supplies and postage	8,000	8,000	9,261	(1,261)
Professional services	58,000	58,000	62,788	(4,788)
Publications	3,000	3,000	1,490	1,510
Service fees	9,500	9,500	12,399	(2,899)
Travel/educational	12,000	12,000	7,263	4,737
Telephone	3,500	3,500	3,354	146
Utilities and fuel	5,000	5,000	6,711	(1,711)
	<u>\$ 460,200</u>	<u>\$ 460,200</u>	<u>\$ 452,051</u>	<u>\$ 8,149</u>
<b>Capital Outlay</b>				
General government	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 24,899</u>	<u>\$ (4,899)</u>
	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 24,899</u>	<u>\$ (4,899)</u>
<b>Total general government administration</b>	<u>\$ 480,200</u>	<u>\$ 480,200</u>	<u>\$ 476,950</u>	<u>\$ 3,250</u>
<b>PUBLIC SAFETY</b>				
<b>Police Department</b>				
Salaries and wages	\$ 274,000	\$ 274,000	\$ 303,386	\$ (29,386)
Employee benefits	76,000	76,000	74,393	1,607
Payroll taxes	21,000	21,000	21,279	(279)
Insurance	10,000	10,000	10,735	(735)
Telephone	7,000	7,000	7,486	(486)
Uniforms and supplies	27,000	27,000	26,909	91
Utilities, heat and electric	3,500	3,500	3,393	107
Vehicle maintenance	15,000	15,000	18,427	(3,427)
	<u>\$ 433,500</u>	<u>\$ 433,500</u>	<u>\$ 466,008</u>	<u>\$ (32,508)</u>

(Continued)

## TOWN OF BROADWAY, VIRGINIA

**GENERAL FUND**  
**STATEMENT OF EXPENDITURES, COMPARED TO BUDGET**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>Other</b>				
Fire program funds	\$ 12,000	\$ 12,000	\$ 12,776	\$ (776)
Fire department donation	15,000	15,000	15,000	-
Rescue squad donation	15,000	15,000	15,000	-
	<u>\$ 42,000</u>	<u>\$ 42,000</u>	<u>\$ 42,776</u>	<u>\$ (776)</u>
<b>Capital Outlay</b>				
Public safety	\$ 86,000	\$ 86,000	\$ 80,558	\$ 5,442
	<u>\$ 86,000</u>	<u>\$ 86,000</u>	<u>\$ 80,558</u>	<u>\$ 5,442</u>
<b>Total public safety</b>	<u>\$ 561,500</u>	<u>\$ 561,500</u>	<u>\$ 589,342</u>	<u>\$ (27,842)</u>
<b>PUBLIC WORKS</b>				
<b>Maintenance and Streets</b>				
Salaries and wages	\$ 49,000	\$ 49,000	\$ 48,677	\$ 323
Employee benefits	11,400	11,400	10,793	607
Payroll taxes	-	-	3,481	(3,481)
Beautification	48,000	48,000	30,462	17,538
Electricity-street lights	45,000	45,000	46,162	(1,162)
Street maintenance	385,600	385,600	105,648	279,952
	<u>\$ 539,000</u>	<u>\$ 539,000</u>	<u>\$ 245,223</u>	<u>\$ 293,777</u>
<b>Sanitation</b>				
Trash removal - recycling	\$ 200,800	\$ 200,800	\$ 191,678	\$ 9,122
	<u>\$ 200,800</u>	<u>\$ 200,800</u>	<u>\$ 191,678</u>	<u>\$ 9,122</u>
<b>Capital Outlay</b>				
Public works	\$ -	\$ -	\$ 62,078	\$ (62,078)
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 62,078</u>	<u>\$ (62,078)</u>
<b>Total public works</b>	<u>\$ 739,800</u>	<u>\$ 739,800</u>	<u>\$ 498,979</u>	<u>\$ 240,821</u>

(Continued)

## TOWN OF BROADWAY, VIRGINIA

**GENERAL FUND**  
**STATEMENT OF EXPENDITURES, COMPARED TO BUDGET**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>CULTURAL AND RECREATION</b>				
<b>Parks and Recreation</b>				
Salaries and wages	\$ 48,000	\$ 48,000	\$ 57,111	\$ (9,111)
Payroll taxes	3,700	3,700	4,369	(669)
Operating expenses	48,000	48,000	49,630	(1,630)
Utilities and fuel	12,000	12,000	14,336	(2,336)
Miscellaneous	6,000	6,000	4,647	1,353
Contractual services	11,000	11,000	10,219	781
	<u>\$ 128,700</u>	<u>\$ 128,700</u>	<u>\$ 140,312</u>	<u>\$ (11,612)</u>
<b>Capital Outlay</b>	<u>\$ 50,000</u>	<u>\$ 150,000</u>	<u>\$ 165,431</u>	<u>\$ (15,431)</u>
	<u>\$ 50,000</u>	<u>\$ 150,000</u>	<u>\$ 165,431</u>	<u>\$ (15,431)</u>
<b>Total cultural and recreation</b>	<u>\$ 178,700</u>	<u>\$ 278,700</u>	<u>\$ 305,743</u>	<u>\$ (27,043)</u>
<b>COMMUNITY DEVELOPMENT</b>				
Planning and development	\$ 18,100	\$ 18,100	\$ 8,446	\$ 9,654
Economic development	<u>10,000</u>	<u>10,000</u>	<u>22,872</u>	<u>(12,872)</u>
<b>Total community development</b>	<u>\$ 28,100</u>	<u>\$ 28,100</u>	<u>\$ 31,318</u>	<u>\$ (3,218)</u>
<b>DEBT SERVICE</b>				
Principal on loans	\$ 21,000	\$ 21,000	\$ 20,815	\$ 185
Interest on loans	<u>7,000</u>	<u>7,000</u>	<u>7,585</u>	<u>(585)</u>
<b>Total debt service</b>	<u>\$ 28,000</u>	<u>\$ 28,000</u>	<u>\$ 28,400</u>	<u>\$ (400)</u>
<b>Total expenditures</b>	<u>\$ 2,016,300</u>	<u>\$ 2,116,300</u>	<u>\$ 1,930,732</u>	<u>\$ 185,568</u>



## TOWN OF BROADWAY, VIRGINIA

**WATER FUND**  
**STATEMENT OF REVENUES, EXPENSES AND**  
**CHANGES IN FUND NET POSITION - BUDGET AND ACTUAL**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>OPERATING REVENUES</b>				
Charges for services	\$ 551,250	\$ 551,250	\$ 562,875	\$ 11,625
Connection fees	67,500	67,500	94,300	26,800
Miscellaneous	4,000	4,000	10,465	6,465
Total operating revenues	<u>\$ 622,750</u>	<u>\$ 622,750</u>	<u>\$ 667,640</u>	<u>\$ 44,890</u>
<b>OPERATING EXPENSES</b>				
Salaries and wages	\$ 159,000	\$ 159,000	\$ 177,425	\$ (18,425)
Employee benefits	25,000	25,000	22,157	2,843
Payroll taxes	12,200	12,200	13,400	(1,200)
Water purchases - Co-Op	15,000	45,000	48,016	(3,016)
Chemicals	35,000	35,000	33,687	1,313
Insurance	12,500	12,500	14,224	(1,724)
Miscellaneous	5,000	5,000	4,306	694
Postage	1,600	1,600	1,707	(107)
Professional fees	10,000	10,000	-	10,000
Repairs and maintenance	70,000	70,000	89,961	(19,961)
Supplies	3,000	3,000	3,337	(337)
Utilities and fuel	36,000	36,000	47,350	(11,350)
Telephone	3,500	3,500	6,221	(2,721)
Vehicle maintenance	12,000	12,000	11,598	402
Depreciation	-	-	82,451	(82,451)
Total operating expenses	<u>\$ 399,800</u>	<u>\$ 429,800</u>	<u>\$ 555,840</u>	<u>\$ (126,040)</u>
Operating income (loss)	<u>\$ 222,950</u>	<u>\$ 192,950</u>	<u>\$ 111,800</u>	<u>\$ (81,150)</u>
<b>NONOPERATING REVENUES (EXPENSE)</b>				
Interest earned	\$ 3,000	\$ 3,000	\$ 2,168	\$ (832)
Lease of water tank space	40,000	40,000	41,064	1,064
Interest expense	(158,000)	(158,000)	(91,048)	66,952
Spring lease fees	(5,000)	(5,000)	(5,000)	-
Total nonoperating revenues (expense)	<u>\$ (120,000)</u>	<u>\$ (120,000)</u>	<u>\$ (52,816)</u>	<u>\$ 67,184</u>
Income (loss) before contributions and transfers	<u>\$ 102,950</u>	<u>\$ 72,950</u>	<u>\$ 58,984</u>	<u>\$ (13,966)</u>

(Continued)

## TOWN OF BROADWAY, VIRGINIA

**WATER FUND**  
**STATEMENT OF REVENUES, EXPENSES AND**  
**CHANGES IN FUND NET POSITION - BUDGET AND ACTUAL**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>TRANSFERS</b>				
Transfers in	\$ -	\$ -	\$ 14,935	\$ 14,935
Transfers out	<u>-</u>	<u>-</u>	<u>(6,191)</u>	<u>(6,191)</u>
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,744</u>	<u>\$ 8,744</u>
Change in net position	\$ 102,950	\$ 72,950	\$ 67,728	\$ (5,222)
<b>NET POSITION AT BEGINNING OF YEAR</b>	<u>2,622,845</u>	<u>2,622,845</u>	<u>2,622,845</u>	<u>-</u>
<b>NET POSITION AT END OF YEAR</b>	<u>\$ 2,725,795</u>	<u>\$ 2,695,795</u>	<u>\$ 2,690,573</u>	<u>\$ (5,222)</u>

## TOWN OF BROADWAY, VIRGINIA

**SEWER FUND**  
**STATEMENT OF REVENUES, EXPENSES AND**  
**CHANGES IN FUND NET POSITION - BUDGET AND ACTUAL**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>OPERATING REVENUES</b>				
Wastewater contracts	\$ 2,600,000	\$ 2,600,000	\$ 2,618,322	\$ 18,322
Charges for services	390,000	390,000	396,114	6,114
Connection fees	69,000	69,000	96,340	27,340
Sludge revenue	450,000	450,000	496,734	46,734
Miscellaneous	5,000	5,000	-	(5,000)
Total operating revenues	<u>\$ 3,514,000</u>	<u>\$ 3,514,000</u>	<u>\$ 3,607,510</u>	<u>\$ 93,510</u>
<b>OPERATING EXPENSES</b>				
Salaries and wages	\$ 520,500	\$ 520,500	\$ 532,891	\$ (12,391)
Employee benefits	170,000	170,000	149,452	20,548
Payroll taxes	40,000	40,000	35,260	4,740
Chemicals	280,000	280,000	353,472	(73,472)
Insurance	15,000	15,000	14,871	129
Lab testing	75,000	75,000	112,876	(37,876)
Miscellaneous	4,000	4,000	225	3,775
Postage	1,600	1,600	1,707	(107)
Professional fees	10,000	10,000	34,058	(24,058)
Repairs and maintenance	168,000	168,000	204,872	(36,872)
Supplies	4,000	4,000	4,391	(391)
Sludge removal	300,000	300,000	256,628	43,372
Utilities and fuel	435,000	435,000	451,350	(16,350)
Telephone	14,000	14,000	12,788	1,212
Depreciation	-	-	626,000	(626,000)
Total operating expenses	<u>\$ 2,037,100</u>	<u>\$ 2,037,100</u>	<u>\$ 2,790,841</u>	<u>\$ (753,741)</u>
Operating income	<u>\$ 1,476,900</u>	<u>\$ 1,476,900</u>	<u>\$ 816,669</u>	<u>\$ (660,231)</u>
<b>NONOPERATING REVENUE (EXPENSE)</b>				
Interest earned	\$ 7,500	\$ 7,500	\$ 10,259	\$ 2,759
Unrealized gain on investments	-	-	3,066	3,066
Interest expense	(435,820)	(435,820)	(443,924)	(8,104)
Total nonoperating revenue (expense)	<u>\$ (428,320)</u>	<u>\$ (428,320)</u>	<u>\$ (430,599)</u>	<u>\$ (2,279)</u>
Income before transfers	<u>\$ 1,048,580</u>	<u>\$ 1,048,580</u>	<u>\$ 386,070</u>	<u>\$ (662,510)</u>

(Continued)

## TOWN OF BROADWAY, VIRGINIA

**SEWER FUND**  
**STATEMENT OF REVENUES, EXPENSES AND**  
**CHANGES IN FUND NET POSITION - BUDGET AND ACTUAL**  
**Year Ended June 30, 2019**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>TRANSFERS</b>				
Transfers in	\$ -	\$ -	\$ 2,698	\$ 2,698
Transfers out	<u>(51,000)</u>	<u>(81,000)</u>	<u>(96,938)</u>	<u>(15,938)</u>
Total transfers	\$ <u>(51,000)</u>	\$ <u>(81,000)</u>	\$ <u>(94,240)</u>	\$ <u>(13,240)</u>
 Change in net position	 \$ 997,580	 \$ 967,580	 \$ 291,830	 \$ (675,750)
<b>NET POSITION AT BEGINNING OF YEAR</b>	<u>8,693,361</u>	<u>8,693,361</u>	<u>8,693,361</u>	<u>-</u>
<b>NET POSITION AT END OF YEAR</b>	<u>\$ 9,690,941</u>	<u>\$ 9,660,941</u>	<u>\$ 8,985,191</u>	<u>\$ (675,750)</u>

## TOWN OF BROADWAY, VIRGINIA

SCHEDULE OF CAPITAL ADDITIONS  
Year Ended June 30, 2019**GENERAL FUND**

Government administration equipment:	
Library roof	\$ 24,899
Public safety equipment:	
Police radios	27,883
Police dog, training and equipment	17,594
2019 Ford Explorer with K-9 additions	35,081
Public works infrastructure:	
Turner Avenue drainage project	15,190
Public works equipment:	
CAT 420FIT backhoe loader	46,888
Park improvements:	
Stream restoration	67,172
Park & ballfield lighting	<u>98,259</u>

**Total general fund** \$ 332,966

**WATER FUND**

WTP upgrade & expansion project	\$ 4,342,362
Waterline, new Gas Station	7,262
Waterline, Miller Street	16,599
Waterline, Third Street	<u>1,390</u>

**Total water fund** \$ 4,367,613

**SEWER FUND**

Maintenance building improvements	\$ 10,622
WWTP upgrades (consulting)	14,640
Equipment	
2018 John Deere bush hog	3,100
Submersible, explosion-proof pump	30,837
2007 International dump truck	<u>53,388</u>

**Total sewer fund** \$ 112,587

## TOWN OF BROADWAY, VIRGINIA

**PLEDGE – REVENUE COVERAGE**  
**Year Ended June 30, 2019**
**UTILITY – WATER BOND (WATER FUND)**

<u>Fiscal Year</u>	<u>Gross Revenues (1)</u>	<u>Direct Operating Expenses (2)</u>	<u>Net Revenue Available For Debt Service</u>	<u>Debt Service Requirements (3)</u>			<u>Coverage (4)</u>
				<u>Principal</u>	<u>Interest</u>	<u>Total</u>	
2019	\$ 725,808	\$ 478,390	\$ 247,418	\$ -	\$ 91,048	\$ 91,048	2.72

**UTILITY – SEWER BONDS (SEWER FUND)**

<u>Fiscal Year</u>	<u>Gross Revenues (1)</u>	<u>Direct Operating Expenses (2)</u>	<u>Net Revenue Available For Debt Service</u>	<u>Debt Service Requirements (3)</u>			<u>Coverage (4)</u>
				<u>Principal</u>	<u>Interest</u>	<u>Total</u>	
2019	\$ 3,620,467	\$ 2,164,841	\$ 1,455,626	\$ 544,023	\$ 443,924	\$ 987,947	1.47

(1) Gross revenues include operating revenues, transfers in, interest income and rental income.

(2) Operating expenses are exclusive of depreciation and interest expense.

(3) Includes principal and interest of debt that falls under the debt covenant requirements of the Virginia Resources Authority.

(4) The debt service coverage ratio is calculated as Net Revenue Available for Debt Service divided by Total Debt Service Requirements.



David W. Black, CPA  
Managing Partner

Christopher R. Montgomery, CPA  
Tax Partner

**INDEPENDENT AUDITORS' 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 Honorable Town Council  
Town of Broadway  
P.O. Box 156  
Broadway, VA 22815

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *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, each major fund, and the fiduciary fund of the Town of Broadway, Virginia, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Town of Broadway's basic financial statements, and have issued our report thereon dated October 15, 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town of Broadway'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 Broadway's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Broadway's internal control.

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

**Young, Nicholas, Branner & Phillips, LLP**  
Certified Public Accountants

Located at 1041 South High Street  
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**Retired Partners**  
Edward M. Young, CPA  
Jack D. Nicholas, CPA  
J. Robert Branner, CPA  
Richard E. Phillips, CPA

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 and therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs, items 2019-1 through 2019-3, which we consider to be material weaknesses.

### **Compliance and Other Matters**

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

### **Response to Findings**

The Town of Broadway's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The Town of Broadway's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

### **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.

*Young, Nicholas, Branner & Phillips, LLP*

Harrisonburg, VA  
October 15, 2019





David W. Black, CPA  
Managing Partner

Christopher R. Montgomery, CPA  
Tax Partner

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR THE  
MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY THE UNIFORM GUIDANCE**

To the Honorable Town Council  
Town of Broadway  
P.O. Box 156  
Broadway, VA 22815

**Report on Compliance for the Major Federal Program**

We have audited the Town of Broadway's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the Town of Broadway's major federal program for the year ended June 30, 2019. The Town of Broadway's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

**Auditors' Responsibility**

Our responsibility is to express an opinion on compliance for the Town of Broadway's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of the compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town of Broadway's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

**Young, Nicholas, Branner & Phillips, LLP**  
Certified Public Accountants

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**Retired Partners**  
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We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the Town of Broadway's compliance.

### **Opinion on the Major Federal Program**

In our opinion, the Town of Broadway complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2019.

### **Report on Internal Control Over Compliance**

Management of the Town of Broadway is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Town of Broadway's internal control over compliance with the types of requirements that could have a direct and material effect on the major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town of Broadway's internal control over compliance.

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

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

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

*Young, Nicholas, Branner & Phillips, LLP*

## TOWN OF BROADWAY, VIRGINIA

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**Year Ended June 30, 2019**

<u>Federal Grantor/Pass-through Grantor/ Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Pass-through Entity Identifying Number</u>	<u>Federal Expenditures</u>
<b>DEPARTMENT OF TRANSPORTATION</b>			
<b>Pass-through Payments</b>			
Virginia Department of Motor Vehicles:			
Alcohol Open Container Requirements			
Award Fiscal Year End September 30, 2018	20.607	18X9205464VA18	\$ 2,040
Award Fiscal Year End September 30, 2019	20.607	18X9205464VA17	<u>840</u>
Total U.S. Department of Transportation			<u>\$ 2,880</u>
<b>ENVIRONMENTAL PROTECTION AGENCY (EPA)</b>			
<b>Pass-Through Payments</b>			
National Fish and Wildlife Foundation:			
Chesapeake Bay Program	66.466	0603.17.057547	\$ 67,172
Virginia Resources Authority Loan Guarantee:			
Capitalization Grants for Drinking Water			
State Revolving Funds	66.468	99358317	<u>4,242,712</u>
Total Environmental Protection Agency			<u>\$ 4,309,884</u>
Total Expenditures of Federal Awards			<u>\$ 4,312,764</u>

**See Notes to Schedule of Expenditures of Federal Awards.**

## TOWN OF BROADWAY, VIRGINIA

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
Year Ended June 30, 2019

## Note 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of the Town of Broadway, Virginia, under programs of the federal government for the year ended June 30, 2019. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Town of Broadway, Virginia, it is not intended to and does not present the financial position, changes in net position, or cash flows of the Town of Broadway, Virginia.

## Note 2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

## Note 3. Awards Passed-Through to Subrecipients

None of the federal awards included on the accompanying schedule of expenditures of federal awards (the schedule) were passed-through to subrecipients.

## Note 4. Indirect Cost Rate

The Town of Broadway, Virginia, has elected not to use the 10 percent de minimis indirect cost rate allowed under Uniform Guidance.

## TOWN OF BROADWAY, VIRGINIA

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**Year Ended June 30, 2019**

**SUMMARY OF AUDITORS' RESULTS**

1. The auditors' report expresses an unmodified opinion on whether the financial statements of the Town of Broadway, Virginia, were prepared in accordance with Generally Accepted Accounting Principles (GAAP).
2. Three material weaknesses relating to the audit of the financial statements are reported in the 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*. No significant deficiencies relating to the audit of the financial statements are reported.
3. No instances of noncompliance material to the financial statements of the Town of Broadway, Virginia, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. No significant deficiencies or material weaknesses in internal control over the major federal award program were disclosed during the audit.
5. The auditors' report on compliance for the major federal award program for the Town of Broadway, Virginia, expresses an unmodified opinion on the major federal program.
6. There are no audit findings that are required to be reported in accordance with 2 CFR section 200.516(a).
7. The following program was tested as a major program:  

Capitalization Grants for Drinking Water State Revolving Funds #66.468
8. The threshold used for distinguishing between Type A and B programs was \$750,000.
9. The Town of Broadway, Virginia, does not qualify as a low-risk auditee.

**FINDINGS – FINANCIAL STATEMENT AUDIT****A. Material Weaknesses in Internal Control****2019-1 Segregation of Duties**

*Criteria:* The criteria for internal control include adequate segregation of duties to prevent fraud or error. Duties should be divided among more than one person in the functions of authorization, custody, record keeping and reconciliation. In a perfect system, no one person should handle more than one type of function.

*Condition:* There is a lack of segregation of duties among Town personnel. Proper internal control is not always possible due to the relatively small number of persons involved in processing transactions.

The Town has segregated certain duties of its employees to help prevent or promptly detect errors in financial reporting. The employees appear to perform their duties in a structured and conscientious manner. The problem is that with a small staff, it is hard to totally divide the functions of executing a transaction, recording the transaction, and keeping custody of the assets.

**TOWN OF BROADWAY, VIRGINIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**Year Ended June 30, 2019**

**FINDINGS – FINANCIAL STATEMENT AUDIT (Continued)**

*Cause:* There is a limited number of personnel for certain functions. This condition is primarily the result of staffing constraints typical of smaller governmental units.

*Effect:* The effect of not having adequately segregated duties is the government is exposed to increased risk that misstatements (whether caused by error or fraud) may occur and not be prevented, or detected and corrected by management on a timely basis.

*Recommendation:* The recommendation is for government to continue to segregate employee duties as much as possible. We encourage the government to mitigate risk by requiring as much independent review, reconciliation and approval of accounting functions by qualified members of management as possible.

*Management's response:* In the future, the Town plans to continue to segregate employee duties as much as possible. The Town Council and Officials also plan to continue to be actively involved in overseeing the Town's financial operations.

**2019-2 Accounting Assistance**

*Criteria:* The management and staff of the Town should reconcile accounts, maintain depreciation schedules, and make all adjusting entries necessary to prepare financial statements in accordance with generally accepted accounting standards.

*Condition:* The management and staff of the Town lack the expertise to reconcile certain accounts, maintain depreciation schedules, and make all adjusting entries necessary to prepare financial statements in accordance with generally accepted accounting standards.

*Cause:* The cause of this condition is the Town cannot afford to hire a full-time, in-house Certified Public Accountant skilled in governmental accounting standards at this time.

*Effect:* As a result of this deficiency in internal control, the Town's financial statements may be misstated without the assistance and expertise of a third party.

*Recommendation:* The recommendation is for management of the Town to enlist the auditor to provide basic accounting assistance such as reconciling certain accounts, maintaining depreciation schedules, and proposing journal entries. Professional standards indicate that it is acceptable for the auditor to perform such nonaudit services providing independence is not impaired. However, the auditor cannot be considered part of the Town's internal control and this matter is required to be communicated to you.

*Management's response:* Management believes the current practice to be acceptable and cost beneficial to the Town. The management of the Town plans to continue to enlist the auditor to provide basic accounting assistance such as reconciling certain accounts, maintaining depreciation schedules, and proposing journal entries.

**TOWN OF BROADWAY, VIRGINIA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**Year Ended June 30, 2019**

**FINDINGS – FINANCIAL STATEMENT AUDIT (Continued)**

**2019-3 Financial Statement Presentation**

*Criteria:* The management and staff of the Town should prepare financial statements in accordance with generally accepted accounting standards.

*Condition:* The management and staff of the Town lack the expertise to prepare financial statements in accordance with generally accepted accounting standards.

*Cause:* The cause of this condition is the Town cannot afford to hire a full-time, in-house Certified Public Accountant skilled in governmental accounting standards at this time.

*Effect:* As a result of this deficiency in internal control, the Town's financial statements may be misstated without the assistance and expertise of a third party.

*Recommendation:* The recommendation is for management of the Town to enlist the auditor to provide assistance in drafting the Town's financial statements. Professional standards indicate that it is acceptable for the auditor to perform such nonaudit service providing independence is not impaired. However, the auditor cannot be considered part of the Town's internal control and this matter is required to be communicated to you.

*Management's response:* Management believes the current practice to be acceptable and cost beneficial to the Town. The management of the Town plans to continue to enlist the auditor to provide assistance in drafting the Town's financial statements.

**B. Significant Deficiencies in Internal Control - None**

**FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAM AUDIT**

NONE

**TOWN OF BROADWAY, VIRGINIA****SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
Year Ended June 30, 2019****A. Findings – Financial Statement Audit (Material Weaknesses in Internal Control)****2018-1 Segregation of Duties**

Proper internal control is not always possible due to the relatively small number of persons involved in processing transactions. Because of the small size of the Town, it may not be economically feasible to have adequate segregation of duties but the auditor is required to report this condition under professional responsibilities.

The Town has segregated certain duties of its employees to help prevent or promptly detect errors in financial reporting. The employees appear to perform their duties in a structured and conscientious manner. The problem is that with a small staff, it is hard to totally divide the functions of executing a transaction, recording the transaction, and keeping custody of the assets.

**Current Status:**

The condition is still present and is communicated in the Schedule of Findings and Questioned Costs under Findings-Financial Statement Audit item #2019-1.

**2018-2 Accounting Assistance**

The management and staff of the Town lack the expertise to reconcile certain accounts, maintain depreciation schedules, and make all adjusting entries necessary to prepare financial statements in accordance with generally accepted accounting standards. As a result of this deficiency in internal control, the Town's financial statements may be misstated without the assistance and expertise of a third party.

The management of the Town has enlisted the auditor to provide basic accounting assistance such as reconciling certain accounts, maintaining depreciation schedules, and proposing journal entries. Professional standards indicate that it is acceptable for the auditor to perform such nonaudit services providing independence is not impaired. However, the auditor cannot be considered part of the Town's internal control and this matter is required to be communicated to you.

**Current Status:**

The condition is still present and is communicated in the Schedule of Findings and Questioned Costs under Findings-Financial Statement Audit item #2019-2.

**2018-3 Financial Statement Presentation**

The management and staff of the Town lack the expertise to prepare financial statements in accordance with generally accepted accounting standards. As a result of this deficiency in internal control, the Town's financial statements may be misstated without the assistance and expertise of a third party.

The management of the Town has enlisted the auditor to provide assistance in drafting the Town's financial statements. Professional standards indicate that it is acceptable for the auditor to perform such nonaudit service providing independence is not impaired. However, the auditor cannot be considered part of the Town's internal control and this matter is required to be communicated to you.

**Current Status:**

The condition is still present and is communicated in the Schedule of Findings and Questioned Costs under Findings-Financial Statement Audit item #2019-3.