

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Report of Audit

For the Fiscal Year Ended June 30, 2020



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## ***Financial Section***

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## **Independent Auditor's Report**

To the Honorable Mayor  
And the Board of Commissioners  
Topsail Beach, North Carolina

### **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 aggregate remaining fund information of the Town of Topsail Beach, North Carolina, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

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

### **Auditor's Responsibility**

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

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

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

## Opinions

In our opinion, based on our audit, 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 aggregate remaining fund information of the Town of Topsail Beach, North Carolina as of June 30, 2020, and the respective changes in financial position and cash flows, where appropriate, thereof and the respective budgetary comparison for the General Fund 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, the Other Postemployment Benefits' Schedule of Changes in the Total OPEB Liability and Related Ratios, the Local Government Employees' Retirement System's Schedules of the Proportionate Share of the Net Pension Liability and Contributions, and the Law Enforcement Officers' Special Separation Allowance schedules of the Changes in Total Pension Liability and Total Pension Liability as a Percentage of Covered Payroll be presented to supplement the basic financial statements. Such information, although not a required 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.

### *Supplementary and Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements of the Town of Topsail Beach, North Carolina. The combining and individual fund statements, budgetary schedules, other schedules, and Schedule of Expenditures of Federal and State Awards, as required by *Title 2 U.S. Code of Federal Regulations (CFR) Part 200*, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and the State Single Audit Implementation Act, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund statements, budgetary schedules, other schedules, and the Schedule of Expenditures of Federal and State Awards are the responsibility of management and were derived from and relates 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 by us. In our opinion, based on our audit, the procedures performed as described above, the combining and individual fund statements, budgetary schedules, Schedule of Expenditures of Federal and State Awards, and other schedules 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 November 30, 2020 on our consideration of the Town of Topsail Beach'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 the 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 Topsail Beach's internal control over financial reporting and compliance.

*W Greene PLLC*

Whiteville, North Carolina  
November 30, 2020



## Management's Discussion and Analysis

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As management of the Town of Topsail Beach, we offer readers of the Town of Topsail Beach's financial statements this narrative overview and analysis of the financial activities of Town of Topsail Beach for the fiscal year ended June 30, 2020. We encourage readers to read the information presented here in conjunction with additional information that we have furnished in the Town's financial statements, which follow this narrative.

### Financial Highlights

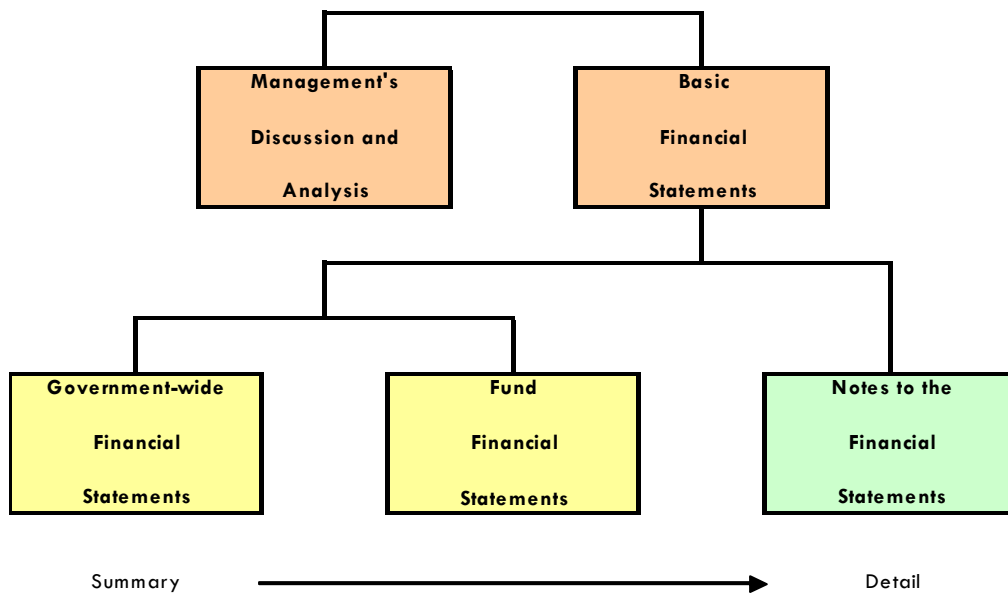
- The assets and deferred outflows of resources of the Town of Topsail Beach exceeded its liabilities and deferred inflows of resources at the close of the fiscal year by \$16,178,888 (net position).
- The government's total net position decreased by \$1,705,543.
- As of the close of the current fiscal year, the Town of Topsail Beach's governmental funds reported combined ending fund balances of \$7,336,610, with a decrease of \$1,832,911 in comparison with the prior year.
- Of the \$7,336,610 ending fund balance, \$3,078,265 is part of the total fund balance for the General Fund. The remaining \$4,258,345 has been designated to the Beach, Inlet, and Sound Fund (BIS) by the Town.
- At the end of the current fiscal year, fund balance available for the General Fund was \$2,800,746, or 92.07 percent of total general fund expenditures for the fiscal year.

### Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to Town of Topsail Beach's basic financial statements. The Town's basic financial statements consist of three components; 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements (see Figure 1). The basic financial statements present two different views of the Town through the use of government-wide statements and fund financial statements. In addition to the basic financial statements, this report contains other supplemental information that will enhance the reader's understanding of the financial condition of Town of Topsail Beach.

Required Components of Annual Financial Report

Figure 1



## Management's Discussion and Analysis (Continued)

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### Basic Financial Statements

The first two statements (pages 24 through 27) in the basic financial statements are the **Government-wide Financial Statements**. They provide both short and long-term information about the Town's financial status.

The next statements (pages 28 through 39) are **Fund Financial Statements**. These statements focus on the activities of the individual parts of the Town's government. These statements provide more detail than the government-wide statements. There are three parts to the Fund Financial Statements: 1) the governmental funds statements; and 2) the budgetary comparison statements; and 3) the proprietary fund statements.

The next section of the basic financial statements is the **notes**. The notes to the financial statements explain in detail some of the data contained in those statements. After the notes, **supplemental information** is provided to show details about the Town's individual funds. Budgetary information required by the General Statutes also can be found in this part of the statements.

### Government-wide Financial Statements

The government-wide financial statements are designed to provide the reader with a broad overview of the Town's finances, similar in format to a financial statement of a private-sector business. The government-wide statements provide short and long-term information about the Town's financial status as a whole.

The two government-wide statements report the Town's net position and how it has changed. Net position is the difference between the Town's total assets and deferred outflows of resources and total liabilities and deferred inflows of resources. Measuring net position is one way to gauge the Town's financial condition.

The government-wide statements are divided into two categories: 1) governmental activities; and 2) business-type activities. The governmental activities include most of the Town's basic services such as administration, public safety, streets and highways, and inspections. Property taxes and state and federal grant funds finance most of these activities. The business-type activities are those that the Town charges customers to provide. This includes the water services offered by the Town of Topsail Beach.

The government-wide financial statements are on pages 24 through 27 of this report.

### Fund Financial Statements

The fund financial statements (see Figure 1) provide a more detailed look at the Town's most significant activities. 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 of Topsail Beach, like all other governmental entities in North Carolina, uses fund accounting to ensure and reflect compliance (or non-compliance) with finance-related legal requirements, such as the General Statutes or the Town's budget ordinance. All of the funds of the Town of Topsail Beach can be divided into two categories: governmental funds and proprietary funds.

**Governmental Funds** – Governmental funds are used to account for those functions reported as governmental activities in the government-wide financial statements. Most of the Town's basic services are accounted for in governmental funds. These funds focus on how assets can readily be converted into cash flow in and out, and what monies are left at year-end that will be available for spending in the next year. Governmental funds are reported using an accounting method called *modified accrual accounting* which provides a short-term spending focus. As a result, the governmental fund financial statements give the reader a detailed short-term view that helps him or her determine if there are more or less financial resources available to finance the Town's programs. The relationship between government activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is described in a reconciliation that is a part of the fund financial statements.

## Management's Discussion and Analysis (Continued)

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The Town of Topsail Beach adopts an annual budget for its General Fund, as required by the General Statutes. The budget is a legally adopted document that incorporates input from the citizens of the Town, the management of the Town, and the decisions of the Board about which services to provide and how to pay for them. It also authorizes the Town to obtain funds from identified sources to finance these current period activities. The budgetary statement provided for the General Fund demonstrates how well the Town complied with the budget ordinance and whether or not the Town succeeded in providing the services as planned when the budget was adopted. The budgetary comparison statement uses the budgetary basis of accounting and is presented using the same format, language, and classifications as the legal budget document. The statement shows four columns: 1) the original budget as adopted by the board; 2) the final budget as amended by the board; 3) the actual resources, charges to appropriations, and ending balances in the General Fund; and 4) the difference or variance between the final budget and the actual resources and charges. To account for the difference between the budgetary basis of accounting and the modified accrual basis, a reconciliation showing the differences in the reported activities is shown at the end of the budgetary statement.

**Proprietary Funds** - Town of Topsail Beach has one kind of proprietary fund. Enterprise Funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town of Topsail Beach uses enterprise funds to account for its water activity. This fund is the same as those functions shown in business-type activities in the Statement of Net Position and the Statement of Activities.

**Notes to the Financial Statements** – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements are on pages 40 through 70 of this report.

**Other Information** – In addition to the basic financial statements and accompanying notes, this report includes certain required supplementary information concerning the Town of Topsail Beach's progress in funding its obligation to provide pension benefits to its employees. Required supplementary information can be found beginning on page 72 of this report.

**Interdependence with Other Entities:** The Town depends on financial resources flowing from, or associated with, both the federal government and the State of North Carolina. Because of this dependency, the Town is subject to changes in specific flows of intergovernmental revenues based on modifications to federal and State laws and federal and State appropriations. It is also subject to changes in investment earnings and asset values associated with U.S. Treasury Securities because of actions by foreign governments and other holders of publicly held U.S. Treasury Securities.

## Management's Discussion and Analysis (Continued)

### Government-Wide Financial Analysis

#### Town of Topsail Beach's Net Position

Figure 2

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Current and other assets	\$ 10,948,538	\$ 9,345,133	\$ 2,080,031	\$ 2,167,309	\$ 13,028,569	\$ 11,512,442
Capital assets	5,240,395	5,230,934	5,366,365	5,511,866	10,606,760	10,742,800
Deferred outflows of resources	279,763	250,863	34,830	45,594	314,593	296,457
Total assets and deferred outflows of resources	16,468,696	14,826,930	7,481,226	7,724,769	23,949,922	22,551,699
Long-term liabilities outstanding	773,121	832,950	2,799,327	3,082,924	3,572,448	3,915,874
Other liabilities	297,722	333,450	371,098	369,426	668,820	702,876
Deferred inflows of resources	3,524,213	42,465	5,553	6,053	3,529,766	48,518
Total liabilities and deferred inflows of resources	4,595,056	1,208,865	3,175,978	3,458,403	7,771,034	4,667,268
Net position:						
Net investment in capital assets	5,055,069	4,881,872	2,383,115	2,252,437	7,438,184	7,134,309
Restricted	332,380	295,398	-	-	332,380	295,398
Unrestricted	6,486,191	8,440,795	1,922,133	2,013,929	8,408,324	10,454,724
Total net position	\$ 11,873,640	\$ 13,618,065	\$ 4,305,248	\$ 4,266,366	\$ 16,178,888	\$ 17,884,431

As noted earlier, net position may serve over time as one useful indicator of a government's financial condition. The assets and deferred outflows of the Town of Topsail Beach exceeded liabilities and deferred inflows by \$16,178,888 as of June 30, 2020. The Town's net position decreased by \$1,705,543 for the fiscal year ended June 30, 2020. However, a large portion (45.97%) reflects the Town's net investment in capital assets (e.g. land, buildings, machinery, and equipment), less any related debt still outstanding that was issued to acquire those items. The Town of Topsail Beach uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town of Topsail Beach's net investment in its capital assets is reported net of the outstanding related debt, the resources needed to repay that debt must be provided by other sources, since the capital assets cannot be used to liquidate these liabilities. An additional portion of the Town of Topsail Beach's net position \$332,380 represents sources that are subject to external restrictions on how they may be used. The remaining balance of \$8,408,324 is unrestricted.

Several particular aspects of the Town's financial operations positively influenced the total unrestricted governmental net position:

- Continued diligence in the collection of property taxes by maintaining a tax collection percentage of 99.82%
- Increased collections of several state-shared revenues and local accommodation taxes.
- Continued oversight of expenditures.

## Management's Discussion and Analysis (Continued)

### Town of Topsail Beach's Net Position

Figure 3

	Governmental		Business-Type		Total	
	Activities		Activities			
	2020	2019	2020	2019	2020	2019
<b>Revenues:</b>						
Program revenues:						
Charges for services	\$ 599,802	\$ 554,031	\$ 766,266	\$ 854,390	\$ 1,366,068	\$ 1,408,421
Operating grants and contributions	14,492,583	4,359,604	13,048	4,622	14,505,631	4,364,226
Capital grants and contributions	-	-	-	-	-	-
General Revenues						
Property taxes	2,136,036	2,003,972	-	-	2,136,036	2,003,972
Other taxes	1,774,580	1,696,672	-	-	1,774,580	1,696,672
Other	185,471	227,039	7,845	38,231	193,316	265,270
<b>Total revenues</b>	<b>19,188,472</b>	<b>8,841,318</b>	<b>787,159</b>	<b>897,243</b>	<b>19,975,631</b>	<b>9,738,561</b>
<b>Expenses:</b>						
Governing Body	67,951	116,683	-	-	67,951	116,683
Administration	578,371	491,199	-	-	578,371	491,199
Police Department	947,411	905,044	-	-	947,411	905,044
Fire Department	410,873	345,251	-	-	410,873	345,251
Planning and Inspections	87,779	79,404	-	-	87,779	79,404
Public Services	340,246	285,198	-	-	340,246	285,198
Powell Bill Funds	10,619	6,697	-	-	10,619	6,697
Sanitation	318,286	336,581	-	-	318,286	336,581
Beach Management Tourism	146,070	160,734	-	-	146,070	160,734
Marina	23,184	78,241	-	-	23,184	78,241
Beach/Inlet/Sound Maintenance	17,996,159	4,385,134	-	-	17,996,159	4,385,134
Interest on Long-Term Debt	5,948	9,905	-	-	5,948	9,905
Water	-	-	748,277	723,724	748,277	723,724
<b>Total expenses</b>	<b>20,932,897</b>	<b>7,200,071</b>	<b>748,277</b>	<b>723,724</b>	<b>21,681,174</b>	<b>7,923,795</b>
Increase(Decrease) in net position before transfers	(1,744,425)	1,641,247	38,882	173,519	(1,705,543)	1,814,766
Transfers	-	-	-	-	-	-
<b>Change in net position</b>	<b>(1,744,425)</b>	<b>1,641,247</b>	<b>38,882</b>	<b>173,519</b>	<b>(1,705,543)</b>	<b>1,814,766</b>
Net position, July 1 (consolidated)	13,618,065	11,976,818	4,266,366	4,092,847	17,884,431	16,069,665
Restatement	-	-	-	-	-	-
<b>Net Position, July 1- Restated</b>	<b>13,618,065</b>	<b>11,976,818</b>	<b>4,266,366</b>	<b>4,092,847</b>	<b>17,884,431</b>	<b>16,069,665</b>
Net position, June 30	\$ 11,873,640	\$ 13,618,065	\$ 4,305,248	\$ 4,266,366	\$ 16,178,888	\$ 17,884,431

**Governmental activities.** Governmental activities decreased the Town's net position by \$1,744,425 primarily due to increases in expenditures in the beach/inlet/sound maintenance and repair.

**Business-type activities:** Business-type activities increased the Town of Topsail Beach's net position by \$38,882.

## Management's Discussion and Analysis (Continued)

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### Financial Analysis of the Town's Funds

As noted earlier, the Town of Topsail Beach uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds.** The focus of the Town of Topsail Beach's governmental funds is to provide information on near-term inflows, outflows, and balances of usable resources. Such information is useful in assessing the Town of Topsail Beach's financing requirements.

The general fund is the chief operating fund of the Town of Topsail Beach. At the end of the current fiscal year, the Town of Topsail Beach's fund balance available in the General Fund was \$2,800,746 while total fund balance reached \$3,078,265. The Town currently has an available fund balance of 92.07% of general fund expenditures, while total fund balance represents 101.20% of that same amount.

**General Fund Budgetary Highlights:** During the fiscal year, the Town revised the budget on several occasions. Generally, budget amendments fall into one of three categories: 1) amendments made to adjust the estimates that are used to prepare the original budget ordinance once exact information is available; 2) amendments made to recognize new funding amounts from external sources, such as Federal and State grants; and 3) increases in appropriations that become necessary to maintain services.

Revenues were more than the budgeted amounts primarily because of an increase in intergovernmental revenues as well as sales and service income. Total expenditures were less than budgeted.

**Proprietary Funds.** The Town of Topsail Beach's proprietary funds provide the same type of information found in the government-wide statements but in more detail. Unrestricted net position of the proprietary fund at the end of the fiscal year amounted to \$1,922,133. The total change in net position for the proprietary fund was an increase of \$38,882.

### Capital Asset and Debt Administration

**Capital assets.** The Town of Topsail Beach's investment in capital assets for its governmental and business-type activities as of June 30, 2020, totals \$10,606,760 (net of accumulated depreciation). These assets include buildings, land, and equipment.

Major capital asset transactions during the year include the following:

- Building Improvements for the governmental funds of \$37,735
- Vehicles for administration and fire departments in the general fund of \$113,192

## Management's Discussion and Analysis (Continued)

**Town of Topsail Beach's Net Position**  
(net of depreciation)  
Figure 4

	Governmental		Business-Type		Total	
	Activities		Activities			
	2020	2019	2020	2019	2020	2019
Land	\$ 3,981,242	\$ 3,981,242	\$ 1,303,353	\$ 1,303,353	\$ 5,284,595	\$ 5,284,595
Buildings	633,193	614,993	67	317	633,260	615,310
Infrastructure	295,564	314,049	-	-	295,564	314,049
Vehicles	237,582	206,563	4,458	10,403	242,040	216,966
Plant and Distribution	-	-	4,053,758	4,187,316	4,053,758	4,187,316
Equipment	92,814	114,087	4,729	10,477	97,543	124,564
<b>Total</b>	<b>\$ 5,240,395</b>	<b>\$ 5,230,934</b>	<b>\$ 5,366,365</b>	<b>\$ 5,511,866</b>	<b>\$ 10,606,760</b>	<b>\$ 10,742,800</b>

Additional information on the Town's capital assets can be found in Note II of the Basic Financial Statements.

**Long-term Debt.** As of June 30, 2020, Town of Topsail Beach had total long-term debt outstanding of \$4,012,893. Of this, \$-0- is debt backed by the full faith and credit of Town of Topsail Beach.

**Town of Topsail Beach's Outstanding Debt**

Figure 5

	Governmental		Business-Type		Total	
	Activities		Activities			
	2020	2019	2020	2019	2020	2019
Installment purchase debt	\$ 185,326	\$ 349,062	\$ 2,983,250	\$ 3,259,429	\$ 3,168,576	\$ 3,608,491
Compensated absences	104,078	112,879	17,259	18,646	121,337	131,525
Other postemployment benefits	192,989	191,349	28,776	30,154	221,765	221,503
Pension related debt (LGRS)	361,506	257,056	46,221	50,874	407,727	307,930
Pension related debt (LEO)	93,488	86,340	-	-	93,488	86,340
<b>Total</b>	<b>\$ 937,387</b>	<b>\$ 996,686</b>	<b>\$ 3,075,506</b>	<b>\$ 3,359,103</b>	<b>\$ 4,012,893</b>	<b>\$ 4,355,789</b>

The Town of Topsail Beach's total debt decreased by \$342,896 during the fiscal year. North Carolina general statutes limit the amount of general obligation debt that a unit of government can issue to 8 percent of the total assessed value of taxable property located within that government's boundaries. The legal debt margin for Town of Topsail Beach is \$58,880,868. The Town of Topsail Beach does not have any authorized but un-issued debt at June 30, 2020.

Additional information regarding Town of Topsail Beach's long-term debt can be found beginning on page 67 in the Notes to the Financial Statements.

## Management’s Discussion and Analysis (Continued)

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### Economic Factors and Next Year’s Budgets Rates

The financial impacts as a result of COVID-19 are still unknown for the short and long-term growth of Topsail Beach. The following key economic indicators reflect the growth and stability of the Town.

- Continued growth in the number of short-term seasonal rentals and day visitors
- Anticipated new construction and major renovations
- State and Federal assistance resulting from Coronavirus Relief
- Availability of grant funds for Beach Nourishment and Channel Dredging Projects that enhance the safety and desirability of the beach strand.

### Budget Highlights for the Fiscal Year Ending June 30, 2021

This year’s recommended General Operating Budget is a balanced budget totaling \$17,444,325 for the General Fund, BIS Funds and the Utility Enterprise Funds. This compares to \$32,270,768 in FY 2019 – 2020. The major reason for the significant decrease in the total funding has to do with the majority of the Storm Damage Reduction Project being completed in FY 20. The BIS Fund went from \$27.5 million in FY 2020 to just over \$13 million in the FY 21 budget. A closer look at the breakdown of the budget by fund shows the following:

	<u>FY 2020</u>	<u>Proposed FY 2021</u>
General Fund	\$3,832,768	\$3,438,625
BIS Fund	\$27,545,000	\$13,065,000
Utility Enterprise Fund	\$893,000	\$940,700

In preparing the FY 21 Budget the Town faced unique challenges resulting from the COVID-19 pandemic. At the time of budget preparation, there was still many unknown economic impacts from the virus at the Federal, State, and Local levels. Both revenue and expenditure calculations were affected by the difficulty in knowing the extent of the damage to the economy and the length of time that the virus will affect key indicators. In preparation of the budget, several assumptions were made based on conversations at the Retreat and throughout the recent crisis. These are as follows:

- 1) No Tax Increase: In light of the pending economic impacts from COVID-19, this budget leaves the tax rate at \$0.29 per \$100 valuation. A discussion of the distribution of the tax rate follows later in this report.
- 2) No Change in Water Rates: Like the tax rate, the budget does not suggest an increase in water rates. However, a rate study is suggested moving forward.
- 3) Maintain Services Levels: The budget attempts to maintain current service levels and address some needs to addressing growing concerns.
- 4) Plan for impacts on Revenue Sources: Key revenue sources, particularly state shared revenues and for accommodation taxes are anticipated to take a significant loss.

Revenues for the Town’s General Fund are divided into several different major categories: Property Tax, Taxes and Fees, Unrestricted Intergovernmental Revenues, Restricted Revenues and Capital Reserve Funds. This does not include the revenues related to the BIS or Utility Enterprise, which has been established as separate funds. Within each of these categories are several sources of revenue which are described below. Property Tax (49%) makes up the largest segment of the revenue generation, followed by Taxes and Fees (23%) and Intergovernmental Revenues (19%). Of these, the Town controls property tax levies and some fee schedules, but much of the State-Shared revenues are determined by other actions in the NC General Assembly or other external factors.

Revenues are shown by sources and by funds. Revenue projections can be made more accurately when revenues are segregated by source and managed accordingly. The major revenues by source are as follows:



**PROPERTY TAX**

- ❖ **Ad Valorem Tax:** Pender County performs all calculations of assessed property valuations, real and personal, including the recent reappraisal. The total property tax is calculated based upon a compilation of projected assessed value from the Pender County Tax Assessor's Office and current year levy as set by Town Board. The proposed property tax rate currently is set at \$0.29 per one hundred dollars (\$100) of assessed valuation: \$0.23 of which is for general government and \$0.06 of which is designated for the BIS Fund. There is a total assessed value of \$726,097,797 inside the town limits.
- ❖ **DMV Tax:** The DMV, or automobile tax is calculated based on an average local fair market value as set by Pender County at the Town Board adopted property tax rate.
- ❖ **Interest – Ad Valorem Taxes:** The revenue generated by penalties and interest is estimated with the use of trend analysis. Penalties are assessed on payments made after January 5. For the period from January 6 to February 1, interest accrues at the rate of 2%. Thereafter, interest accrues at the rate of 3/4% per month until outstanding balances are paid in full.

**TAXES AND FEES**

- **Topsail Accommodations Tax:** The Town imposes a tax levy of three percent (3%) of the gross receipts of any person, firm, corporation or association derived from the rental of any sleeping room or lodging. This includes both hotel/motel facilities and private residences. By law, all accommodation taxes received shall be used for "tourism-related" expenditures, which include but is not limited to public safety, public facilities, and solid waste collection. This budget allocates fifty percent (50%) of the revenue collected the BIS Fund and fifty percent (50%) is allocated to General Fund. This budget anticipates a decrease as a result of lost rentals due to the Coronavirus. The total amount budgeted is \$350,000 for FY 21, compared to a total amount of \$400,000 in FY 20. Of this amount, \$175,000 is allocated to the General Fund. (The rest is for the BIS Fund).
- **Tower Lease:** The Town leases property behind Town Hall for a communications tower. Space on the tower is leased for a fee to the following: T-Mobile, Verizon, CenturyLink and AT&T. These are based on existing lease agreements that are reviewed and considered for extensions upon contract.
- **Solid Waste Fees:** Solid Waste fees are charged to each resident to cover the cost of contracted service in the Town. The current fee is \$15/month for one cart, with additional fees charged for additional carts if requested by the property owner. There is a recycling fee of \$3/month per residential unit developed to cover the costs to operate the Recycling Center located on Carolina Avenue.
- **Fees and Receipts:** Several of the departments charge various fees for services, rentals, or other activities. These include, but are not limited to zoning and building permit fees, temporary permits, compliance permits, and similar items. Also included are the boat ramp and boat slip fees, as well as the beach access fees for vehicles. These fees are designed to cover much of the costs incurred for the provision of related services.

**UNRESTRICTED INTERGOVERNMENTAL REVENUES**

- **Utilities Franchise Tax:** As a result of tax reform legislation passed by the North Carolina General Assembly, the distribution method for electricity sales tax and piped natural gas changed in FY 2015, creating a greater distribution of revenue to the municipalities. After seeing a decline in revenue over the last few years, FY 2020 had a slight uptick. According to the NCLM, these fees are anticipated to be flat for FY 2021. This revenue is highly sensitive to weather; cool summers and mild winters can dramatically affect these receipts. For the purpose of this summary, it is assumed we will see a slight increase in revenues this year.
- **Alcohol Beverage:** Cities share in the tax on sales of both beer and wine based upon municipal population levels. The State of NC typically distributes this revenue source late in May. In addition, Pender County collects revenues on gross receipts of ABC sales for the county and distributes thirty-five percent (35%) of

## Management's Discussion and Analysis (Continued)

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the revenue to the six municipalities based on a per capita distribution. This year the municipalities have been advised that there will likely be no distributions as a result of capital projects planned by the Pender County ABC Board. This is a loss of up to \$20,000 in revenue to the Town.

- **Local Sales Tax:** The State collects and distributes the proceeds from locally levied tax on retail sales to local governments. This revenue source is subject to further significant swings related to the population of the Town of Topsail Beach as compared with other Pender County local governments. Any significant change (increase or decrease) in other governments' population can result in significant changes to the Town's share of local sales tax distributions. It is anticipated that we will experience a decrease in revenues as a result of the economic impacts from the pandemic. A conservative estimate based on recent trends has been applied to this budget.
- **County Option 4 Tax:** Distribution for Article 40 and 42 Sales Tax is determined by the County. In 1992, special legislation was enacted creating an equitable method for distribution known as the "Option Four Redistribution" for Pender County. The State distributes the sales tax revenues on a per capita basis. The formula then allocates to the beach communities the amount they would receive using an ad valorem basis. The cost is then redistributed on a pro-rata basis to the County, School Board, and the municipalities. As a result, the beach communities receive more than they would using per capita basis, but less than under the ad valorem system. As with Local Option Sales Tax, it is anticipated that we will experience a decrease in revenues

### RESTRICTED REVENUES

- ✓ **Powell Bill** The Town of Topsail Beach receives an annual distribution from the North Carolina Department of Transportation of prior year gas tax receipts. Municipal Powell Bill distributions are based upon population and number of municipal street miles maintained. Although gas purchases are volatile during this period of increased prices, this budget estimates revenues to remain stable.
- ✓ **Fire Grants:** The Fire Department has applied for a potential grant with NCDOT (totaling \$25,000) for equipment replacement and similar needs.

### CAPITAL RESERVE FUNDS

Capital Reserve Funds are monies earmarked for the purchase or acquisition of vehicles and/or equipment needs for the Town as well as the potential studies related to the capital program. The money is set aside on an annual basis and allocated by the Board as part of the budget process. Capital items generally a value of \$5,000 or more with an expendable life of more than one year.

### EXPENDITURES

The General Fund is the daily operating account for the Town. The large majority of services available to the residents and visitors of Topsail Beach falls under the General Fund. For the purpose of this budget, the General Fund consists of the following departments and the service they provide:

- ❖ Administration (includes Town Board, Administration, and Inspections/Planning)
- ❖ Police
- ❖ Fire
- ❖ Public Works (includes Powell Bill Funds)
- ❖ Solid Waste
- ❖ Bush Marina
- ❖ Beach Management and Tourism

COVID-19 created unique challenges to the Town and the staff. Department heads were charged with the task of keeping operational costs as close to previous years as possible, while accounting for the necessary improvements to maintain the level of service residents and property owners expect. There are certain fixed annual expenses that must be budgeted and are often dictated by outside considerations, such as health care coverage, state mandated

## Management's Discussion and Analysis (Continued)

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retirement contributions, property and liability insurance, and general inflationary costs. This budget does address staffing needs moving forward for the Town, including a new position in the Police Department (Detective) and a new full-time Firefighter. These additions are consistent with overall goals of increasing our levels of public safety as our community and the surrounding area continues to grow. The budget also includes an increase to the salary line item for potential merit increases, but this will not take effect until January 2021 and only after budgetary review. Capital items within the budget (those large item purchases that are not re-occurring) are included in each department's budget. For the most part, the budget tries to hold the line on most of the operational costs, such as departmental supplies, maintenance and repair needs, staff development, and vehicle operations. Detailed line item expenses are shown in the budget by department later in this document. Funds are appropriated at adequate levels in order to maintain or improve the quality and the level of service that has been provided historically.

For FY 2021, Public Safety accounts for approximately 44.8% of the operating and capital budget within the General Fund. Much of the larger expense is in capital as the Town provides for vehicles and equipment necessary for the provision of services. Personnel costs are also a significant portion of the operational costs as both police and fire provide for protection to our citizens and businesses. Administration accounts for the next largest percentage of annual cost at 24.7%. The chart on below highlights the General Fund expenses by department for FY 2021.

### BIS FUND

Topsail Beach recognizes the vital role that our beach, inlet and sound have as a recreational, environmental, and economical engine for our community. As such, this and previous Board of Commissioners have been prudent stewards of these assets, aided by the Beach, Inlet and Sound (BIS) Committee. The BIS Committee evaluates beach and sound side project options and makes recommendations to the Board for future activities. It is also responsible for communication with the public on these matters including hosting several Community Forums.

The Town has been proactive in its efforts to maintain both the beach and the waterways, largely through the development and implementation of its 30-year Storm Damage Reduction Plan. To ensure that adequate funding would be available to supplement federal and state funds, the Town established a separate BIS Fund, utilizing a portion of the tax revenues generated as well as accommodation taxes collected. This allows the Town to be in position to continue its scheduled maintenance projects as well as being prepared for unanticipated disasters such as hurricanes and nor'easters.

In FY 20, the Town began its most ambitious project to date. The Channel Dredging and Beach Nourishment Project, part of the SDR, began in early 2020 with the goal of dredging New Topsail Inlet and portions of Banks Channel and placing 2.2 million cubic yards on the beach. The majority of the project has been completed, but there will be some carry-over in this year's budget. To date the project has:

- ✓ Dredged and placed 1.7 million cubic yards.
- ✓ Added 4.2 miles of new dune 80' wide at the base
- ✓ Placed 75-150 ft of dry sand beach in front of new dune
- ✓ The inlet was dredged to 18' deep and 500' wide at low tide.
- ✓ Inlet Channel up to the Old Sound Pier was dredged to 16' and 200' wide
- ✓ Dredged the side channel along Carolina Avenue to 9' deep 90' wide.

In July, the Town will plant approximately 900,000 sea oats on the newly established dune, and in late November/early December, it is anticipated that the dredging contractor will return to complete the project. Among the items to be completed in this budget may include:

- ✓ Dredge from Inlet into Topsail Creek 12-14' deep
- ✓ Dredge channel by Assembly Building to 9' and 100' wide
- ✓ Place 350,000 cy in beach south of pier
- ✓ Dredge up Banks Channel past Queens Grant to at least 9' deep 200' wide
- ✓ Place 450,000 north of pier

Final decisions on the completed project are still under consideration. This year's budget includes more than \$13 million for the construction of the next phase of the 30-year plan. The Budget also includes funding for potential Living Shoreline development on the sound side.

The Beach Inlet and Sound (BIS) Fund generates revenue from the following sources:

## Management's Discussion and Analysis (Continued)

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- 1) Ad Valorem Tax Revenue - \$0.06 per \$100 assessed value of real and personal property
- 2) Pender County Accommodations Tax – Pender County provides 100% of the revenue generated from its accommodations tax to Topsail Beach which is allocated to the BIS Fund. The tax is collected in a similar manner as the Topsail Beach Accommodations Tax
- 3) Topsail Beach Accommodations Tax – A proposed amount of 50% of the revenue collected (as stated above) is allocated to the BIS Fund as discussed earlier in this document.
- 4) Pender County Funds – Pender County allocates additional funding to the Town towards the maintenance and repair of the beach. FY 2021 projects this figure to be \$180,000.
- 5) FEMA Reimbursement – As a result of damage to the beach as a result of Hurricanes Florence and Dorian, the Town is eligible for reimbursement of funds spent on repair up to \$11.1 million.
- 6) The projected BIS Fund budget includes grant revenues of approximately \$800,000 from the NC Shallow Draft Navigation Channel Maintenance and Aquatic Weed Fund.

### UTILITY ENTERPRISE FUND

The FY 21 Utility Enterprise Fund budget focuses largely on the provision of water to our homes and businesses. This budget allows the Town to address not only current needs and demands, but also begins to prepare for the future needs as well. Efforts to explore future options for both water and a wastewater service continues as the Town considers the impacts of both growth and environmental concerns. In FY 20 the Board authorized studies for both water supply and wastewater treatment options for the future. It is critical that the Town is proactive when it comes to planning for an essential service like water and wastewater management. The Town has made significant capital investment in water projects over the past several years, most notably the construction of the existing water tower. Those necessary improvements were funded through no-interest or low interest loans that created debt service for the fund.

As written, the budget maintains the current rate structure for water usage. It includes a water facility charge designed to maintain funds to offset the debt service, and therefore position the Town to make necessary improvements in the future. The Town has reached out to the North Carolina Rural Water Association to assist in completing a Fund Analysis and Rate Study to help determine if our current rates meet the growing demands on our water system. Increased requirements for testing and treatment are critical to the provision of safe, potable water, but can add expense to the operating budget.

### SUMMARY

Since 2016, Topsail Beach has been faced with unique challenges that, as a community, we have been able to stand together and persevere. In many cases, we have come out of the adversity stronger as we learned from each event and prepared mentally, physically, and financially. In 2016 it was Hurricane Matthew, followed by Hurricane Florence in 2018 and Hurricane Dorian in 2019. This year, as a community and as a nation we are currently battling the impacts of the Coronavirus, or COVID-19. While our emphasis is on the safety and well-being of our citizens throughout each of these events, we must also consider the impact on our budget and ultimately our ability to provide the level of service that we pride ourselves in accomplishing. It is difficult to continually take on the devastating impacts from these major events, but with sound fiscal planning the Town will make it work.

The impacts to our budget from COVID-19 are not completely known at this time, and in fact it may be months before we truly know how far reaching the effects of this disease will have on our budget. With this knowledge, we must build a budget that is both sound, but flexible enough to adjust as we learn more. It will take local, state, and federal assistance to make everyone whole again.

The FY 2021 budget reflects the priorities of the Town Board of Commissioners and staff as we move forward. The Board and staff are committed to providing a high level of service to our residents, property owners, and visitors while maintaining a strong sense of fiscal responsibility. We cannot always control the environment surrounding us, but we can plan to address our needs with the best interests of our community in mind at all times. As a resort community we face unique challenges, particularly during the tourist season. While we are home to a little over 400

## Management's Discussion and Analysis (Continued)

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permanent residents, our community also a place for many second homes and investment rental properties as a resort town. As we transition into the various phases of recovery from the Coronavirus pandemic, we anticipate an even greater demand on our resources as more people flock to the coast for a brief respite. The amount of day trippers to the island is certainly expected to increase as growth in the Wilmington area, and particularly Hampstead, which will certainly impact the Town and the services we provide.

There were key factors considered in development of the FY 21 Budget. It should be noted that it is recommended that the Budget be fully reviewed throughout the year to determine the impacts related to the Coronavirus. Among the factors considered:

- 1) Key revenues for the Town are projected to decline in FY 2021 as a result of the impacts from COVID-19 from a Federal, State, and Local perspective. Most notably, revenues collected from Accommodations Tax, Local Sales Tax, Interest Income, and County Option 4 Tax are all expected to see decreasing totals.
- 2) Several obligated expenses have increased for the Town. In particular, health care coverage for employees is expected to increase by nearly \$37,000 over last year. Additionally, the percentage the Town is required to pay into the State Retirement System has increased as well.
- 3) Capital costs continue to be funded through the Capital Reserve Fund. At this point, no further funding is included for Facility Upgrades or an EOC, however that can be amended.

We are committed to provide excellent core services like police and fire, public works and sanitation services, clean water, and safe access while maintaining strong amenities such as Town Center Park and Bush Marina. We are committed to preserving and protecting our beaches through our Storm Damage Reduction Plan and Beach Nourishment so that our homes and property are protected while providing the best recreational beaches possible. We must continue to be vigilant in our efforts and dedicated to the overall goal of providing a safe, affordable, and attractive place for our citizens and our businesses while managing the growth in Topsail Beach.

### Requests for Information

This report is designed to provide an overview of the Town finances for those with an interest in this area. Questions concerning any of the information found in this report or requests for additional information should be directed to the following:

**Connie Forand**  
**cforand@topsailbeach.org**  
**Finance Director**  
**Town of Topsail Beach**  
**820 South Anderson**  
**Topsail Beach, NC 28445**



## ***Basic Financial Statements***

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**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Statement of Net Position

June 30, 2020

	<u>Primary Government</u>		<u>Total</u>
	<u>Governmental</u>	<u>Business-Type</u>	
	<u>Activities</u>	<u>Activities</u>	
<b>ASSETS</b>			
Current Assets:			
Cash and Cash Equivalents	\$ 10,443,740	\$ 1,894,828	\$ 12,338,568
Receivables (net):			
Ad Valorem Taxes	4,926	-	4,926
Accommodations Taxes	221,291	-	221,291
Interest	1,038	-	1,038
Accounts	32,418	102,197	134,615
Due from Other Governments	190,264	-	190,264
Restricted Cash and Cash Equivalents	54,861	83,006	137,867
Total Current Assets	10,948,538	2,080,031	13,028,569
Noncurrent Assets:			
Capital Assets			
Land, Nondepreciable Improvements, and Construction in Progress	3,981,242	1,303,353	5,284,595
Other Capital Assets, Net of Depreciation	1,259,153	4,063,012	5,322,165
Total Noncurrent Assets	5,240,395	5,366,365	10,606,760
<b>Total Assets</b>	<b>16,188,933</b>	<b>7,446,396</b>	<b>23,635,329</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Pension Deferrals	274,808	34,091	308,899
OPEB Deferrals	4,955	739	5,694
<b>Total Deferred Outflows of Resources</b>	<b>\$ 279,763</b>	<b>\$ 34,830</b>	<b>\$ 314,593</b>



**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Statement of Net Position (Continued)

June 30, 2020

	Primary Government		Total
	Governmental Activities	Business-Type Activities	
<b>LIABILITIES</b>			
Current Liabilities:			
Accounts Payable and Accrued Liabilities	\$ 130,614	\$ 10,552	\$ 141,166
Interest Payable	2,842	1,361	4,203
Customer Deposits	-	83,006	83,006
Current Portion of Long-Term Liabilities	164,266	276,179	440,445
<b>Total Current Liabilities</b>	<b>297,722</b>	<b>371,098</b>	<b>668,820</b>
Long-Term Liabilities:			
Net Pension Liability	361,506	46,221	407,727
Total Pension Liability	93,488	-	93,488
Total OPEB Liability	192,989	28,776	221,765
Due in More Than One year	125,138	2,724,330	2,849,468
<b>Total Liabilities</b>	<b>1,070,843</b>	<b>3,170,425</b>	<b>4,241,268</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Pension Deferrals	13,536	285	13,821
OPEB Deferrals	35,327	5,268	40,595
Grants Refundable	3,475,350	-	3,475,350
<b>Total Deferred Inflows of Resources</b>	<b>3,524,213</b>	<b>5,553</b>	<b>3,529,766</b>
<b>NET POSITION</b>			
Net Investment in Capital Assets	5,055,069	2,383,115	7,438,184
Restricted for:			
Transportation	54,861	-	54,861
Stabilization by State Statute	277,519	-	277,519
Unrestricted	6,486,191	1,922,133	8,408,324
<b>Total Net Position</b>	<b>\$ 11,873,640</b>	<b>\$ 4,305,248</b>	<b>\$ 16,178,888</b>

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Statement of Activities

For the Year Ended June 30, 2020

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
<b>Primary Government:</b>				
<b>Governmental Activities:</b>				
Governing Body	\$ 67,951	\$ -	\$ -	\$ -
Administration	578,371	84,663	-	-
Police	947,411	7,938	-	-
Fire	410,873	-	-	-
Inspections	87,779	94,669	-	-
Public Services	340,246	-	14,475,921	-
Powell Bill	10,619	-	16,348	-
Sanitation	318,286	340,211	314	-
Beach Management and Tourism	146,070	16,625	-	-
Marina	23,184	55,696	-	-
Beach/Inlet/Sound Maintenance	17,996,159	-	-	-
Interest on long-term debt	5,948	-	-	-
<b>Total Governmental Activities</b>	<b>20,932,897</b>	<b>599,802</b>	<b>14,492,583</b>	<b>-</b>
<b>Business-Type Activities:</b>				
Water	748,277	766,266	13,048	-
<b>Total Business-Type Activities</b>	<b>748,277</b>	<b>766,266</b>	<b>13,048</b>	<b>-</b>
<b>Total Primary Government</b>	<b>21,681,174</b>	<b>1,366,068</b>	<b>14,505,631</b>	<b>-</b>

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Statement of Activities (Continued)

For the Year Ended June 30, 2020

<b>Net (Expense) Revenue and Changes in Net Position</b>			
<b>Primary Government</b>			
<b>Functions/Programs</b>	<b>Governmental Activities</b>	<b>Business-Type Activities</b>	<b>Totals</b>
<b>Primary Government:</b>			
<b>Governmental Activities:</b>			
Governing Body	\$ (67,951)	\$ -	\$ (67,951)
Administration	(493,708)	-	(493,708)
Police	(939,473)	-	(939,473)
Fire	(410,873)	-	(410,873)
Inspections	6,890	-	6,890
Public Services	14,135,675	-	14,135,675
Powell Bill	5,729	-	5,729
Sanitation	22,239	-	22,239
Beach Management and Tourism	(129,445)	-	(129,445)
Marina	32,512	-	32,512
Beach/Inlet/Sound Maintenance	(17,996,159)	-	(17,996,159)
Interest on long-term debt	(5,948)	-	(5,948)
<b>Total Governmental Activities</b>	<b>(5,840,512)</b>	<b>-</b>	<b>(5,840,512)</b>
<b>Business-Type Activities:</b>			
Water	-	31,037	31,037
<b>Total Business-Type Activities</b>	<b>-</b>	<b>31,037</b>	<b>31,037</b>
<b>Total Primary Government</b>	<b>(5,840,512)</b>	<b>31,037</b>	<b>(5,809,475)</b>
<b>General Revenues:</b>			
Property Taxes, Levied for General Purpose	2,136,036	-	2,136,036
Other Taxes and Licenses	1,774,580	-	1,774,580
Investment Earnings	123,175	7,845	131,020
Miscellaneous	62,296	-	62,296
<b>Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total General Revenues and Transfers</b>	<b>4,096,087</b>	<b>7,845</b>	<b>4,103,932</b>
<b>Change in Net Position</b>	<b>(1,744,425)</b>	<b>38,882</b>	<b>(1,705,543)</b>
<b>Net Position - Beginning of Year</b>	<b>13,618,065</b>	<b>4,266,366</b>	<b>17,884,431</b>
<b>Net Position - End of Year</b>	<b>\$ 11,873,640</b>	<b>\$ 4,305,248</b>	<b>\$ 16,178,888</b>

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Balance Sheet  
 Governmental Funds  
 June 30, 2020

	<b>Major Funds</b>		
	<b>General Fund</b>	<b>Beach, Inlet, and Sound Capital Project Fund</b>	<b>Total Governmental Funds</b>
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 2,855,928	\$ 7,587,812	\$ 10,443,740
Restricted Cash	54,861	-	54,861
Receivables (net):			
Ad Valorem Taxes	3,202	1,724	4,926
Accommodations Tax	55,540	165,751	221,291
Accounts	32,418	-	32,418
Due from Other Governments	189,561	703	190,264
<b>Total Assets</b>	<b>\$ 3,191,510</b>	<b>\$ 7,755,990</b>	<b>\$ 10,947,500</b>
<b>LIABILITIES</b>			
Accounts Payable and Accrued Liabilities	\$ 110,043	\$ 20,571	\$ 130,614
<b>Total Liabilities</b>	<b>110,043</b>	<b>20,571</b>	<b>130,614</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Property Taxes Receivable	3,202	1,724	4,926
Grants Refundable	-	3,475,350	3,475,350
<b>Total Deferred Inflows of Resources</b>	<b>3,202</b>	<b>3,477,074</b>	<b>3,480,276</b>
<b>FUND BALANCES</b>			
Restricted			
Stabilization by State Statute	277,519	-	277,519
Streets	54,861	-	54,861
Committed			
Beach/Inlet/Sound Maintenance	-	4,258,345	4,258,345
Future Capital Expenditures	917,611	-	917,611
Assigned			
Subsequent Year's Expenditures:	287,000	-	287,000
Unassigned	1,541,274	-	1,541,274
<b>Total Fund Balances</b>	<b>3,078,265</b>	<b>4,258,345</b>	<b>7,336,610</b>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balances</b>	<b>\$ 3,191,510</b>	<b>\$ 7,755,990</b>	

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Balance Sheet (Continued)

Governmental Funds

June 30, 2020

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		<b>Total Governmental Funds</b>
		<u>          </u>
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Total Governmental Fund Balance		\$ 7,336,610
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		
Gross capital assets at historical costs	\$ 7,455,853	
Accumulated depreciation	<u>(2,215,458)</u>	5,240,395
Deferred outflows of resources related to pensions are not reported in the funds		274,808
Deferred outflows of resources related to OPEB are not reported in the funds		4,955
Other long-term assets (accrued interest receivable from taxes) are not available to pay for current-period expenditures and therefore are deferred		
Accrued interest - taxes	<u>1,038</u>	1,038
Liabilities for earned revenues considered deferred inflows of resources in fund statements.		
Ad valorem taxes	4,926	
Other taxes	<u>-</u>	4,926
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.		
Accrued interest payable	(2,842)	
Installment purchases	(185,326)	
Total pension liability	(93,488)	
Net pension liability	(361,506)	
OPEB liability	(192,989)	
Compensated absences	<u>(104,078)</u>	(940,229)
Deferred inflows of resources related to pensions are not reported in the funds		(13,536)
Deferred inflows of resources related to OPEB are not reported in the funds		<u>(35,327)</u>
<b>Net position of governmental activities.</b>		<u><u>\$ 11,873,640</u></u>

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Statement of Revenues, Expenditures, and Changes in Fund Balances

Governmental Funds

For the Year Ended June 30, 2020

	<b>Major Funds</b>		
	<b>General Fund</b>	<b>Beach, Inlet, and Sound Capital Project Fund</b>	<b>Total Governmental Funds</b>
<b>Revenues</b>			
Ad Valorem Taxes	\$ 1,392,788	\$ 748,578	\$ 2,141,366
Other Taxes and Licenses	218,038	833,247	1,051,285
Unrestricted Intergovernmental	723,295	-	723,295
Restricted Intergovernmental	175,111	14,317,472	14,492,583
Permits and Fees	174,928	-	174,928
Sales and Services	424,874	-	424,874
Investment Earnings	86,627	36,548	123,175
Miscellaneous	64,840	-	64,840
<b>Total Revenues</b>	<b>3,260,501</b>	<b>15,935,845</b>	<b>19,196,346</b>
<b>Expenditures</b>			
Current			
Governing Body	67,951	-	67,951
Administration	554,238	-	554,238
Police	865,021	-	865,021
Fire	356,932	-	356,932
Inspections	83,930	-	83,930
Public Services	324,978	-	324,978
Powell Bill	8,582	-	8,582
Marina	16,783	-	16,783
Sanitation	317,430	-	317,430
Beach Management and Tourism	122,896	-	122,896
Beach/Inlet/Sound Maintenance	-	17,987,351	17,987,351
Federal Beach Project	-	-	-
Debt Service			
Principal	163,736	2,000,000	2,163,736
Interest and Other charges	8,502	-	8,502
Capital Outlay			
Police	-	-	-
Administration	99,347	-	99,347
Public Services	-	-	-
Fire	51,580	-	51,580
Beach/Inlet/Sound Maintenance	-	-	-
<b>Total Expenditures</b>	<b>3,041,906</b>	<b>19,987,351</b>	<b>23,029,257</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>218,595</b>	<b>(4,051,506)</b>	<b>(3,832,911)</b>
<b>Other Financing Sources (Uses)</b>			
Transfers from Other Funds	177,500	-	177,500
Transfers to Other Funds	(177,500)	-	(177,500)
Debt Proceeds	-	2,000,000	2,000,000
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>2,000,000</b>	<b>2,000,000</b>
<b>Net Change in Fund Balance</b>	<b>218,595</b>	<b>(2,051,506)</b>	<b>(1,832,911)</b>
<b>Fund Balance - Beginning of Year</b>	<b>2,859,670</b>	<b>6,309,851</b>	<b>9,169,521</b>
<b>Fund Balance - End of Year</b>	<b>\$ 3,078,265</b>	<b>\$ 4,258,345</b>	<b>\$ 7,336,610</b>

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

## Statement of Revenues, Expenditures, and Changes in Fund Balances (Continued)

## Governmental Funds

For the Year Ended June 30, 2020

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

Net changes in fund balances - total governmental funds \$ (1,832,911)

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

Capital outlay expenditures which were capitalized	150,927	
Contributed Assets	-	
Loss on Asset Sold	(2,544)	
Depreciation expense	<u>(138,922)</u>	9,461

Contributions to the pension plan in the current fiscal year are not included on the Statement of Activities 106,534

Benefit payments paid and administrative expense for the LEOSSA are not included on the Statement of Activities -

OPEB benefit payments and administrative costs made in the current fiscal year are not included on the Statement of Activities 4,955

Revenues in the statement of activities that do not provide current financial resources are not reported as revenue in the funds.

Change in unavailable revenue for tax revenues	(5,140)	
Interest earned on ad valorem taxes	<u>(190)</u>	(5,330)

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction has any effect on net position. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Debt issuance	(2,000,000)	
Debt retirement	<u>2,163,736</u>	163,736

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 governmental funds:

Accrued interest payable	2,554	
Compensated absences	8,801	
Pension Expense	(182,493)	
OPEB plan expense	<u>(19,732)</u>	(190,870)

Total changes in net position of governmental activities \$ (1,744,425)

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
 General Fund  
 Statement of Revenues, Expenditures, and Changes in Fund Balance  
 Budget and Actual  
 For the Year Ended June 30, 2020

	<b>General Fund</b>			<b>Variance with Final Budget Positive (Negative)</b>
	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual Amounts</b>	
<b>Revenues</b>				
Ad Valorem Taxes	\$ 1,340,950	\$ 1,340,950	1,392,788	\$ 51,838
Other Taxes and Licenses	200,000	200,000	218,038	18,038
Unrestricted Intergovernmental	633,000	633,000	723,295	90,295
Restricted Intergovernmental	84,425	199,599	175,111	(24,488)
Permits and Fees	113,500	129,950	174,928	44,978
Sales and Services	408,000	408,000	424,874	16,874
Investment Earnings	45,000	45,000	86,627	41,627
Miscellaneous	42,100	53,769	64,840	11,071
<b>Total Revenues</b>	<b>2,866,975</b>	<b>3,010,268</b>	<b>3,260,501</b>	<b>250,233</b>
<b>Expenditures</b>				
Governing Body	78,250	78,250	67,951	10,299
Administration	621,850	672,443	653,585	18,858
Police	886,000	921,000	865,021	55,979
Fire	463,525	500,525	430,129	70,396
Inspections	95,400	95,400	83,930	11,470
Public Services	403,050	423,750	324,978	98,772
Powell Bill Funds	16,250	16,250	8,582	7,668
Marina	171,000	171,000	167,404	3,596
Sanitation	325,000	325,000	317,430	7,570
Beach Management and Tourism	129,150	129,150	122,896	6,254
Federal Beach Project	-	-	-	-
<b>Total Expenditures</b>	<b>3,189,475</b>	<b>3,332,768</b>	<b>3,041,906</b>	<b>290,862</b>
<b>Revenues Over (Under) Expenditures</b>	<b>(322,500)</b>	<b>(322,500)</b>	<b>218,595</b>	<b>541,095</b>
<b>Other Financing Sources (Uses)</b>				
Transfers From Other Funds	322,500	322,500	322,500	-
Transfers To Other Funds	-	(500,000)	(500,000)	-
Installment Purchase Obligations Issued	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>322,500</b>	<b>(177,500)</b>	<b>(177,500)</b>	<b>-</b>
<b>Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</b>	<b>-</b>	<b>(500,000)</b>	<b>41,095</b>	<b>541,095</b>
<b>Appropriated Fund Balance</b>	<b>-</b>	<b>500,000</b>	<b>-</b>	<b>(500,000)</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>41,095</b>	<b>\$ 41,095</b>
<b>Fund Balance - Beginning of Year</b>			<b>2,119,559</b>	
<b>Fund Balance - End of Year</b>			<b>\$ 2,160,654</b>	



**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
 General Fund  
 Statement of Revenues, Expenditures, and Changes in Fund Balance  
 Budget and Actual  
 For the Year Ended June 30, 2020

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**Fund Balance - End of Year** \$ 2,160,654

A legally budgeted Capital Reserve Fund is consolidated into the General Fund for reporting purposes:

Transfer to General Fund	(322,500)
Transfer to Water Fund	-
Transfer from General Fund	500,000
Transfer from Water Fund	-
Fund Balance - Beginning	<u>740,111</u>
	<u>917,611</u>

**Fund Balance - End of Year (Consolidated)** \$ 3,078,265

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Statement of Fund Net Position

Proprietary Fund

June 30, 2020

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	<b>Water Fund</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
Cash and Investments	\$ 1,894,828
Accounts Receivable (net)	102,197
Restricted Cash and Investments	<u>83,006</u>
<b>Total Current Assets</b>	<b><u>2,080,031</u></b>
<b>Noncurrent Assets</b>	
Capital Assets	
Land, Nondepreciable Improvements, and Construction in Progress	1,303,353
Other Capital Assets, Net of Depreciation	<u>4,063,012</u>
Total Capital Assets	<u>5,366,365</u>
<b>Total Noncurrent Assets</b>	<b><u>5,366,365</u></b>
<b>Total Assets</b>	<b><u><u>7,446,396</u></u></b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Pension Deferrals	34,091
OPEB Deferrals	<u>739</u>
<b>Total Deferred Outflows of Resources</b>	<b><u><u>\$ 34,830</u></u></b>

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

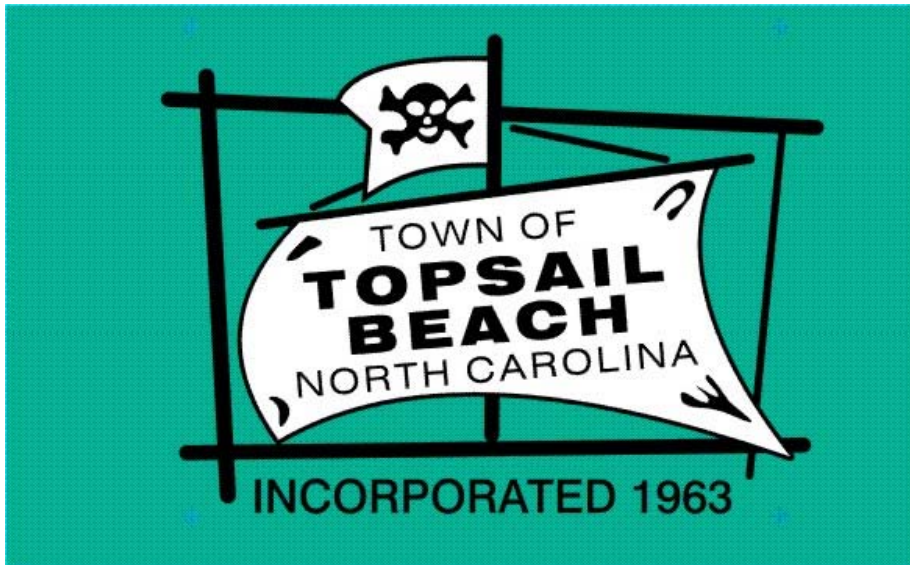
Statement of Fund Net Position

Proprietary Fund

June 30, 2020

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	<b>Water Fund</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Accounts Payable and Accrued Liabilities	\$ 10,552
Interest Payable	1,361
Customer Deposits	83,006
Installment Notes Payable	276,179
<b>Total Current Liabilities</b>	<u>371,098</u>
<b>Noncurrent Liabilities</b>	
Installment Notes Payable	2,707,071
Net Pension Liability	46,221
Total OPEB Liability	28,776
Compensated Absences Payable	17,259
<b>Total Noncurrent Liabilities</b>	<u>2,799,327</u>
<b>Total Liabilities</b>	<u><u>3,170,425</u></u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Pension Deferrals	285
OPEB Deferrals	5,268
<b>Total Deferred Inflows of Resources</b>	<u>5,553</u>
<b>NET POSITION</b>	
Net Investment in Capital Assets	2,383,115
Unrestricted	1,922,133
<b>Total Net Position</b>	<u>\$ 4,305,248</u>



**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
Statement of Revenues, Expenses, and Changes in Fund Net Position  
Proprietary Fund  
For the Year Ended June 30, 2020

	<u>Water Fund</u>
<b>Operating Revenues</b>	
Water Charges	\$ 706,584
Water Taps	21,120
Impact Fees	38,562
Miscellaneous	-
Federal Grants	13,048
<b>Total Operating Revenues</b>	<u>779,314</u>
<b>Operating Expenses</b>	
Water Operations	584,313
Depreciation	145,501
<b>Total Operating Expenses</b>	<u>729,814</u>
<b>Operating Income (Loss)</b>	<u>49,500</u>
<b>Nonoperating Revenues (Expenses)</b>	
Investment Earnings	7,845
Interest Expense	(18,463)
<b>Total Nonoperating Revenues (Expenses)</b>	<u>(10,618)</u>
<b>Total Income (Loss) Before Transfers</b>	38,882
Transfers from Other Funds	<u>-</u>
<b>Change in Net Position</b>	<u>38,882</u>
<b>Total Net Position - Beginning</b>	<u>4,266,366</u>
<b>Total Net Position - End of Year</b>	<u><u>\$ 4,305,248</u></u>

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Statement of Cash Flows

Proprietary Fund

For the Year Ended June 30, 2020

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	<b>Water Fund</b>
<b>Cash Flows from Operating Activities</b>	
Cash Received from Customers and Users	\$ 923,405
Cash Paid for Goods and Services	(287,470)
Cash Paid to Employees for Services	(291,202)
Customer Deposits Received	5,700
Customer Deposits Returned	(6,629)
<b>Net Cash Provided(Used) by Operating Activities</b>	<u>343,804</u>
<b>Cash Flows from Noncapital Financing Activities</b>	
Transfers in	-
<b>Net Cash Provided(Used) by Noncapital Financing Activities</b>	<u>-</u>
<b>Cash Flows from Capital and Related Financing Activities</b>	
Acquisition of Capital Assets	-
Installment Loan Proceeds	-
Interest Paid on Installment Purchases	(18,657)
Principal Paid on Installment Purchases	(276,179)
<b>Net Cash Provided(Used) by Capital and Related Financing Activities</b>	<u>(294,836)</u>
<b>Cash Flows from Investing Activities</b>	
Interest on Investments	7,845
<b>Net Cash Provided(Used) by Investing Activities</b>	<u>7,845</u>
<b>Net Increase(Decrease) in Cash and Cash Equivalents</b>	56,813
<b>Cash and Cash Equivalents - Beginning of Year</b>	<u>1,921,021</u>
<b>Cash and Cash Equivalents - End of Year</b>	<u>\$ 1,977,834</u>

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
Statement of Cash Flows (Continued)  
Proprietary Fund  
For the Year Ended June 30, 2020

	<u>Water Fund</u>
<b>Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities</b>	
Operating Income	\$ 49,500
<b>Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities</b>	
Depreciation	145,501
Changes in Assets and Liabilities	
(Increase) Decrease in Accounts Receivable	144,091
(Increase) Decrease in Pension Deferrals - Deferred Outflows of Resources	10,764
(Increase) Decrease in OPEB Deferrals - Deferred Outflows of Resources	-
Increase (Decrease) in Accounts Payable and Accrued Liabilities	2,795
Increase (Decrease) in Customer Deposits	(929)
Increase (Decrease) in Net Pension Liability	(4,653)
Increase (Decrease) in OPEB Liability	(1,378)
Increase (Decrease) in Pension Deferrals - Deferred Inflows of Resources	(891)
Increase (Decrease) in OPEB Deferrals - Deferred Inflows of Resources	391
Increase (Decrease) in Compensated Absences Payable	(1,387)
Total Adjustments	<u>294,304</u>
<b>Net Cash Provided(Used) by Operating Activities</b>	<u>\$ 343,804</u>

## TOWN OF TOPSAIL BEACH, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2020

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### I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Town of Topsail Beach conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant accounting policies:

#### A. Reporting Entity

The Town of Topsail Beach is a municipal corporation that is governed by an elected mayor and a five-member council. As required by generally accepted accounting principles, these financial statements present the Town.

#### B. Basis of Presentation

*Government-wide Statements:* The statement of net position and the statement of activities display information about the primary government. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the *governmental* and *business-type activities* of the Town. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The statement of activities presents a comparison between direct expenses and program revenues for the different business-type activities of the Town and for each function of the Town's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reversed for the statement of activities. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a specific program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

*Fund Financial Statements:* The fund financial statements provide information about the Town's funds. Separate statements for each fund category – *governmental* and *proprietary* – are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as non-major funds.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Non-operating revenues, such as subsidies, result from non-exchange transactions. Other non-operating revenues are ancillary activities such as investment earnings.

The Town reports the following major governmental funds:

**General Fund.** The General Fund is the general operating fund of the Town. The General Fund accounts for all financial resources except those that are required to be accounted for in another fund. The primary revenue sources are ad valorem taxes, State funds, and various other taxes and licenses. The primary expenditures are for public safety, street maintenance and construction, and general administration.



**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**B. Basis of Presentation (Continued)**

**Beach, Inlet, and Sound Capital Project Fund.** This fund is used to account for projects to improve and maintain the Town's beach, inlet and sound.

The Town reports the following major enterprise fund:

**Water Fund.** This fund is used to account for the Town's water operations.

**C. Measurement Focus and Basis of Accounting**

In accordance with North Carolina General Statutes, all funds of the Town are maintained during the year using the modified accrual basis of accounting.

*Government-wide and Proprietary Fund Financial Statements.* The government-wide and proprietary fund financial statements are reported using the economic resources measurement focus. The government-wide and proprietary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the Town gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Town enterprise fund is charges to customers for sales and services. The Town also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the water system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

*Governmental Fund Financial Statements.* Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**C. Measurement Focus and Basis of Accounting (Continued)**

The Town considers all revenues available if they are collected within 90 days after year-end, except for property taxes. Ad valorem taxes receivable are not accrued as revenue because the amount is not susceptible to accrual. At June 30, taxes receivable for property other than motor vehicles are materially past due and are not considered to be an available resource to finance the operations of the current year. Also, as of September 1, 2013, State law altered the procedures for the assessment and collection of property taxes on registered motor vehicles in North Carolina. Effective with this change in the law, the State of North Carolina is responsible for billing and collecting the property taxes on registered motor vehicles on behalf of all municipalities and special tax districts. Property taxes are due when vehicles are registered. The billed taxes are applicable to the fiscal year in which they are received. Uncollected taxes that were billed in periods prior to September 1, 2013 and for limited registration plates are shown as a receivable in these financial statements and are offset by deferred inflows of resources.

Sales taxes and certain intergovernmental revenues, such as the utilities franchise tax, collected and held by the State at year-end on behalf of the Town are recognized as revenue. Sales taxes are considered a shared revenue for the Town of Topsail Beach because the tax is levied by Pender County and then remitted to and distributed by the State. Most intergovernmental revenues and sales and services are not susceptible to accrual because generally they are not measurable until received in cash. All taxes, including those dedicated for specific purposes are reported as general revenues rather than program revenues. Under the terms of grant agreements, the Town funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there is both restricted and unrestricted net position available to finance the program. It is the Town's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants, and then general revenues.

**D. Budgetary Data**

The Town's budgets are adopted as required by the North Carolina General Statutes. An annual budget is adopted for the General Fund and the Enterprise Fund. All annual appropriations lapse at the fiscal-year end. All budgets are prepared using the modified accrual basis of accounting. Expenditures may not legally exceed appropriations at the functional level for all annually budgeted funds and at the object level for the multi-year funds. All amendments must be approved by the governing board. The budget ordinance must be adopted by July 1 of the fiscal year or the governing board must adopt an interim budget that covers that time until the annual ordinance can be adopted.

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

**1. Deposits and Investments**

All deposits of the Town are made in board-designated official depositories and are secured as required by State law [G.S. 159-31]. The Town and may designate, as an official depository, any bank or savings association whose principal office is located in North Carolina. Also, the Town may establish time deposit accounts such as NOW and SuperNOW accounts, money market accounts, and certificates of deposit.

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Fund Equity (Continued)**

**1. Deposits and Investments**

State law [G.S. 159-30(c)] authorizes the Town to invest in obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States; obligations of the State of North Carolina; bonds and notes of any North Carolina local government or public authority; obligations of certain non-guaranteed federal agencies; certain high quality issues of commercial paper and bankers' acceptances and the North Carolina Capital Management Trust (NCCMT). The Town's investments are generally reported at fair value. Non-participating interest earning contracts are accounted for at cost. The NCCMT-Government Portfolio, a SEC-registered (2a-7) money market mutual fund, is measured at fair value. The NCCMT-Term Portfolio is bond fund, has no rating and is measured at fair value. As of June 30, 2020, the Term portfolio has a duration of .15 years. Because the NCCMT Government and Term Portfolios have a weighted average maturity of less than 90 days, they are presented as an investment with a maturity of less than 6 months.

In accordance with State law, the Town has invested in securities which are callable and which provide for periodic interest rate increases in specific increments until maturity. These investments are reported at fair value as determined by quoted market prices.

**2. Cash and Cash Equivalents**

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

**3. Restricted Assets**

Powell bill funds are classified as restricted cash because it can be expended only for the purposes of maintaining, repairing, constructing, reconstructing or widening of local streets per G.S.136-41.1 through 136-41.4. Customer deposits held by the Town before any services are supplied are restricted to the service for which the deposit was collected.

**Town of Topsail Beach Restricted Cash**

Governmental Activities	
General Fund	
Streets	\$ 54,861
Total governmental activities	<u>54,861</u>
Business-type Activities	
Water Fund	
Customer Deposits	83,006
Total business-type activities	<u>83,006</u>
Total Restricted Cash	<u>\$ 137,867</u>

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Fund Equity (Continued)**

**4. Ad Valorem Taxes Receivable**

In accordance with State law [G.S. 105-347 and G.S. 159-13(a)], the Town levies ad valorem taxes on property other than motor vehicles on July 1<sup>st</sup>, the beginning of the fiscal year. The taxes are due on September 1<sup>st</sup> (lien date); however, interest does not accrue until the following January 6<sup>th</sup>. These taxes are based on the assessed values as of January 1, 2019.

**5. Allowances for Doubtful Accounts**

All receivables that historically experience uncollectible accounts are shown net of an allowance for doubtful accounts. This amount is estimated by analyzing the percentage of receivables that were written off in prior years.

**6. Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements and expensed as the items are used.

**7. Capital Assets**

Capital assets are defined by the government as assets with an initial, individual cost of more than a certain cost and an estimated useful life in excess of two years. Minimum capitalization costs are \$5,000. Donated capital assets received prior to June 30, 2015 are recorded at their estimated fair value at the date of donation. Donated capital assets received after June 30, 2015 are recorded at acquisition value. All other purchased or constructed capital assets are reported at cost or estimated historical cost. General infrastructure assets acquired prior to July 1, 2003 are not recorded. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Asset Class	Estimated Useful Lives
Infrastructure	25
Buildings	50
Improvements	25
Vehicles	5
Furniture and Fixtures	10
Equipment	5
Computer Equipment	3
Software	5

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Fund Equity (Continued)**

**8. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *Deferred Outflows of Resources*, represents a consumption of net position that applies to a future period and so will not be recognized as an expense or expenditure until then. The Town has one item that meets this criterion, pension deferrals for the 2020 fiscal year. In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *Deferred Inflows of Resources*, represents an acquisition of net position that applies to a future period and so will not be recognized as revenue until then. The Town has several items that meet the criterion for this category - property taxes receivable, refundable grants and pension deferrals.

**9. Long-Term Obligations**

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method that approximates the effective interest method. Bonds payable are reported net of the applicable bond premiums or discount. Bond issuance costs, except for prepaid insurance costs, are expensed in the reporting period in which they are incurred. Prepaid insurance costs are expensed over the life of the debt.

In fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

**10. Compensated Absences**

The vacation policy of the Town provides for the accumulation of up to thirty (30) days earned vacation leave with such leave being fully vested when earned. For the Town's government-wide and proprietary funds, an expense and a liability for compensated absences and the salary-related payments are recorded as the leave is earned. The Town has assumed a first-in, first-out method of using accumulated compensated time. The portion of that of that is estimated to be used in the next fiscal year has been designated as a current liability in the government-wide financial statements.

The Town's sick leave policy provides for an unlimited number of days of earned sick leave. Sick leave does not vest, but any unused sick leave accumulated at the time of retirement may be used in the determination of length of service for retirement benefit purposes. Since the Town does not have any obligation for the accumulated sick leave until it is actually taken, no accrual for sick leave has been made.

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Fund Equity (Continued)**

**11. Net Position/Fund Balances**

Net Position

Net position in government-wide and proprietary fund financial statements are classified as net investment in capital assets, restricted, and unrestricted. Restricted net position represents constraints on resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or imposed by law through state statute.

Fund Balances

In the governmental fund financial statements, fund balance is composed of five classifications designed to disclose the hierarchy of constraints placed on how fund balance can be spent.

The governmental fund types classify fund balances as follows:

**Nonspendable Fund Balance** – This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

*Inventories* - portion of fund balance that is not available for appropriation because it represents the year-end fund balance of ending inventories, which are not spendable resources.

**Restricted Fund Balance** – This classification includes amounts that are restricted to specific purposes externally imposed by creditors or imposed by law.

**Restricted for Stabilization by State statute** – North Carolina G.S. 159-8 prohibits units of government from budgeting or spending a portion of their fund balance. This is one of several statutes enacted by the North Carolina State Legislature in the 1930's that were designed to improve and maintain the fiscal health of local government units. Restricted by State statute (RSS), is calculated at the end of each fiscal year for all annually budgeted funds. The calculation in G.S. 159-8(a) provides a formula for determining what portion of fund balance is available for appropriation. The amount of fund balance not available for appropriation is what is known as "restricted by State statute". *Appropriated fund balance in any fund shall not exceed the sum of cash and investments minus the sum of liabilities, encumbrances, and deferred revenues arising from cash receipts, as those figures stand at the close of the fiscal year next preceding the budget.* Per GASB guidance, RSS is considered a resource upon which a restriction is "imposed by law through constitutional provisions or enabling legislation." RSS is reduced by inventories and prepaids as they are classified as nonspendable. Outstanding Encumbrances are included within RSS. RSS is included as a component of Restricted Net Position and Restricted Fund Balance on the face of the balance sheet.

**Restricted for Streets** – Powell Bill portion of fund balance that is restricted by revenue source for street construction and maintenance expenditures. This amount represents the balance of the total unexpended Powell Bill funds.

**I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Fund Equity (Continued)**

**11. Net Position/Fund Balances (Continued)**

Committed Fund Balance – portion of fund balance that can only be used for specific purposes imposed by majority vote by quorum of Topsail Beach’s governing body (highest level of decision-making authority). The governing body can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Committed for Beach, Inlet and Sound Management – portion of fund balance assigned by the Board for coastal management.

Committed for Future Capital Expenditures – portion of fund balance assigned by the Board for future capital outlay items.

Assigned Fund Balance – portion of fund balance that Town of Topsail Beach intends to use for specific purposes.

Subsequent year’s expenditures – portion of fund balance that is appropriated in the next year’s budget that is not already classified in restricted or committed.

Unassigned fund balance – portion of fund balance that has not been restricted, committed, or assigned to specific purposes or other funds.

The Town of Topsail Beach has a revenue spending policy that provides guidance for programs with multiple revenue sources. The Finance Officer will use resources in the following hierarchy: bond proceeds, federal funds, State funds, local non-town funds, town funds. For purposes of fund balance classification expenditures are to be spent from restricted fund balance first, followed in-order by committed fund balance, assigned fund balance and lastly unassigned fund balance. The Finance Officer has the authority to deviate from this policy if it is in the best interest of the Town.

**12. Defined Benefit Cost-Sharing Plans**

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 Local Governmental Employees’ Retirement System (LGERS) and additions to/deductions from LGERS’ fiduciary net position have been determined on the same basis as they are reported by LGERS. For this purpose, plan member contributions are recognized in the period in which the contributions are due. The Town of Topsail Beach’s employer contributions are recognized when due and the Town of Topsail Beach has a legal requirement to provide the contributions. Benefit and refunds are recognized when due and payable in accordance with the terms of LGERS. Investments are reported at fair value.

**II. DETAIL NOTES ON ALL FUNDS**

**A. Assets**

**1. Deposits**

All the deposits of the Town are either insured or collateralized by using one of two methods. Under the Dedicated Method, all deposits that exceed the federal depository insurance coverage level are collateralized with securities held by the Town's agents in the Town's name. Under the Pooling Method, which is a collateral pool, all uninsured deposits are collateralized with securities held by the State Treasurer's agent in the name of the State Treasurer. Since the State Treasurer is acting in a fiduciary capacity for the Town, these deposits are considered to be held by the Town's agents in its name. The amount of the pledged collateral is based on an approved averaging method for non-interest bearing deposits and the actual current balance for interest-bearing deposits. Depositories using the Pooling Method report to the State Treasurer the adequacy of their pooled collateral covering uninsured deposits. The State Treasurer does not confirm this information with the Town, or the escrow agent. Because of the inability to measure the exact amounts of collateral pledged for the Town under the Pooling Method, the potential exists for under-collateralization, and this risk may increase in periods of high cash flows. However, the State Treasurer of North Carolina enforces strict standards of financial stability for each depository that collateralizes public deposits under the Pooling Method. The Town has no formal policy regarding custodial credit risk for deposits but relies on the State Treasurer to enforce standards of minimum capitalization for all pooling method financial institutions and to monitor them for compliance. The Town complies with the provisions of G.S. 159-31 when designating official depositories and verifying that deposits are properly secured.

At June 30, 2020, the Town's deposits had a carrying amount of \$11,231,563 and a bank balance of \$13,246,456. Of the bank balance, \$750,000 was covered by federal depository insurance and the remainder was covered by collateral held under the pooling method.

**2. Investments**

At June 30, 2020, the Town of Topsail Beach had \$967,191 invested with the North Carolina Capital Management Trust's Government Portfolio which carried a credit rating of AAAM by Standard and Poor's. At June 30, 2020, the Town of Topsail Beach had \$277,681 invested with the North Carolina Capital Management Trust's Term Portfolio, which is unrated. The Term Portfolio is authorized to invest in obligations of the U.S. government and agencies, and in high grade money market instruments as permitted under North Carolina General Statutes 159-30 as amended. The Town has no policy regarding credit risk.

**3. Receivables - Allowances for Doubtful Accounts**

The amounts presented in the Balance Sheet and the Statement of Net Position for the year ended June 30, 2020 are net of the following allowances for doubtful accounts:

Fund	06/30/2020
General Fund:	
Taxes receivable	\$ 1,000
Total	\$ 1,000



**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
Notes to the Financial Statements (Continued)  
For the Year Ended June 30, 2020

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**A. Assets (Continued)**

**4. Capital Assets**

**Primary Government**

Capital asset activity for the Primary Government for the year ended June 30, 2020, was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
<b>Governmental activities:</b>				
<b>Capital assets not being depreciated:</b>				
Land	\$ 3,981,242	\$ -	\$ -	\$ 3,981,242
Construction in Progress	-	-	-	-
Total capital assets not being depreciated	<u>3,981,242</u>	<u>-</u>	<u>-</u>	<u>3,981,242</u>
<b>Capital assets being depreciated:</b>				
Buildings and Improvements	953,923	37,735	-	991,658
Equipment	434,058	-	8,833	425,225
Vehicles	1,499,974	113,192	66,952	1,546,214
Infrastructure	511,514	-	-	511,514
Total capital assets being depreciated	<u>3,399,469</u>	<u>150,927</u>	<u>75,785</u>	<u>3,474,611</u>
<b>Less accumulated depreciation for:</b>				
Buildings and Improvements	338,930	19,535	-	358,465
Equipment	319,971	21,273	8,833	332,411
Vehicles	1,293,411	79,629	64,408	1,308,632
Infrastructure	197,465	18,485	-	215,950
Total accumulated depreciation	<u>2,149,777</u>	<u>138,922</u>	<u>73,241</u>	<u>2,215,458</u>
Total capital assets being depreciated, net	<u>1,249,692</u>			<u>1,259,153</u>
<b>Governmental activity capital assets, net</b>	<u>\$ 5,230,934</u>			<u>\$ 5,240,395</u>

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

Administration	\$ 18,304
Police	33,913
Fire	42,636
Public Services	7,306
Sanitation	856
Beach Management and Tourism	23,174
Beach Inlet Sound	4,295
Marina	6,401
Powell Bill	2,037
Total	<u>\$ 138,922</u>

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**A. Assets (Continued)**

**4. Capital Assets (Continued)**

	Beginning Balances	Increases	Decreases	Ending Balances
<b>Business-type activities:</b>				
<i><b>Water Fund</b></i>				
<b>Capital assets not being depreciated:</b>				
Land	\$ 1,303,353	\$ -	\$ -	\$ 1,303,353
Construction In Progress	-	-	-	-
Total capital assets not being depreciated	1,303,353	-	-	1,303,353
<b>Capital assets being depreciated:</b>				
Buildings	5,000	-	-	5,000
Equipment	223,845	-	-	223,845
Vehicles	89,013	-	-	89,013
Plant and distribution systems	5,826,567	-	-	5,826,567
Total capital assets being depreciated	6,144,425	-	-	6,144,425
<b>Less accumulated depreciation for:</b>				
Buildings	4,683	250	-	4,933
Equipment	213,368	5,748	-	219,116
Vehicles	78,610	5,945	-	84,555
Plant and distribution systems	1,639,251	133,558	-	1,772,809
Total accumulated depreciation	1,935,912	145,501	-	2,081,413
Total capital assets being depreciated, net	4,208,513			4,063,012
<b>Water fund capital assets, net</b>	<b>\$ 5,511,866</b>			<b>\$ 5,366,365</b>

**B. Liabilities**

**1. Pension Plan Obligations**

**a. Local Governmental Employees' Retirement System**

**Plan Description.** The Town of Topsail Beach is a participating employer in the statewide Local Governmental Employees' Retirement System (LGERS), a cost-sharing multiple-employer defined benefit pension plan administered by the State of North Carolina. LGERS membership is comprised of general employees and local law enforcement officers (LEOs) of participating local governmental entities. Article 3 of G.S. Chapter 128 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly. Management of the plan is vested in the LGERS Board of Trustees, which consists of 13 members – nine appointed by the Governor, one appointed by the State Senate, one appointed by the State House of Representatives, and the State Treasurer and State Superintendent, who serves as ex-officio members. The Local Governmental Employees' Retirement System is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes financial statements and required supplementary information for LGERS. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 27699-1410, or by calling (919) 981-5454, or at [www.osc.nc.gov](http://www.osc.nc.gov).

II. DETAIL NOTES ON ALL FUNDS (Continued)

B. Liabilities (Continued)

1. Pension Plan Obligations (Continued)

a. Local Governmental Employees' Retirement System (Continued)

**Benefits Provided.** LGERS provides retirement and survivor benefits. Retirement benefits are determined as 1.85% of the member's average final compensation times the member's years of creditable service. A member's average final compensation is calculated as the average of a member's four highest consecutive years of compensation. Plan members are eligible to retire with full retirement benefits at age 65 with five years of creditable service, at age 60 with 25 years of creditable service, or at any age with 30 years of creditable service. Plan members are eligible to retire with partial retirement benefits at age 50 with 20 years of creditable service or at age 60 with five years of creditable service (age 55 for firefighters). Survivor benefits are available to eligible beneficiaries of members who die while in active service or within 180 days of their last day of service and who have either completed 20 years of creditable service regardless of age (15 years of creditable service for firefighters and rescue squad members who are killed in the line of duty) or have completed five years of service and have reached age 60. Eligible beneficiaries may elect to receive a monthly Survivor's Alternate Benefit for life or a return of the member's contributions. The plan does not provide for automatic post-retirement benefit increases. Increases are contingent upon actuarial gains of the plan.

LGERS plan members who are LEOs are eligible to retire with full retirement benefits at age 55 with five years of creditable service as an officer, or at any age with 30 years of creditable service. LEO plan members are eligible to retire with partial retirement benefits at age 50 with 15 years of creditable service as an officer. Survivor benefits are available to eligible beneficiaries of LEO members who die while in active service or within 180 days of their last day of service and who also have either completed 20 years of creditable service regardless of age, or have completed 15 years of service as a LEO and have reached age 50, or have completed five years of creditable service as a LEO and have reached age 55, or have completed 15 years of creditable service as a LEO if killed in the line of duty. Eligible beneficiaries may elect to receive a monthly Survivor's Alternate Benefit for life or a return of the member's contributions.

**Contributions.** Contribution provisions are established by General Statute 128-30 and may be amended only by the North Carolina General Assembly. Town of Topsail Beach employees are required to contribute 6% of their compensation. Employer contributions are actuarially determined and set annually by the LGERS Board of Trustees. The Town of Topsail Beach's contractually required contribution rate for the year ended June 30, 2020, was 9.70% of compensation for law enforcement officers and 8.95% for general employees and firefighters, actuarially determined as an amount that, when combined with employee contributions, is expected to finance costs of benefits earned by employees during the year. Contributions to the pension plan from the Town of Topsail Beach were \$120,155 for the year ended June 30, 2020.

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**a. Local Governmental Employees' Retirement System (Continued)**

**Refunds of Contributions** – Town employees who have terminated service as a contributing member of LGERS, may file an application for a refund of their contributions. By state law, refunds to members with at least five years of service include 4% interest. State law requires a 60 day waiting period after service termination before the refund may be paid. The acceptance of a refund payment cancels the individual's right to employer contributions or any other benefit provided by LGERS.

**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At June 30, 2020, the Town reported a liability of \$407,727 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2018. The total pension liability was then rolled forward to the measurement date of June 30, 2019 utilizing update procedures incorporating the actuarial assumptions. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of future payroll covered by the pension plan, relative to the projected future payroll covered by the pension plan of all participating LGERS employers, actuarially determined. At June 30, 2019 (measurement date), the Town's proportion was 0.01493%, which was an increase of 0.00195% from its proportion measured as of June 30, 2018.

For the year ended June 30, 2020, the Town recognized pension expense of \$190,584. At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 69,813	\$ -
Changes of assumptions	66,453	-
Net difference between projected and actual earnings on pension plan investments	9,945	-
Changes in proportion and differences between Town contributions and proportionate share of contributions	34,362	2,511
Town contributions subsequent to the measurement date	120,155	-
Total	<u>\$ 300,728</u>	<u>\$ 2,511</u>

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**a. Local Governmental Employees' Retirement System (Continued)**

\$120,155 reported as deferred outflows of resources related to pensions resulting from Town contributions subsequent to the measurement date will be recognized as a decrease of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year Ended June 30:</b>		
2021	\$	80,983
2022		33,163
2023		46,750
2024		17,166
2025		-
Thereafter		-
	<u>\$</u>	<u>178,062</u>

**Actuarial Assumptions.** The total pension liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.0 percent
Salary Increases	3.50 to 8.10 percent, including inflation and productivity factor
Investment Rate of Return	7.00 percent, net of pension plan investment expense, including inflation

The plan currently uses mortality tables that vary by age, gender, employee group (i.e. general, law enforcement officer) and health status (i.e. disabled and healthy). The current mortality rates are based on published tables and based on studies that cover significant portions of the U.S. population. The healthy mortality rates also contain a provision to reflect future mortality improvements.

The actuarial assumptions used in the December 31, 2018 valuation were based on the results of an actuarial experience study for the period January 1, 2010 through December 31, 2014.

Future ad hoc COLA amounts are not considered to be substantively automatic and are therefore not included in the measurement.

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**a. Local Governmental Employees' Retirement System (Continued)**

The projected long-term investment returns and inflation assumptions are developed through review of current and historical capital markets data, sell-side investment research, consultant whitepapers, and historical performance of investment strategies. Fixed income return projections reflect current yields across the U.S. Treasury yield curve and market expectations of forward yields projected and interpolated for multiple tenors and over multiple year horizons. Global public equity return projections are established through analysis of the equity risk premium and the fixed income return projections. Other asset categories and strategies' return projections reflect the foregoing and historical data analysis. These projections 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 allocation and best estimates of arithmetic real rates of return for each major asset class as of June 30, 2019 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Fixed Income	29.0%	1.4%
Global Equity	42.0%	5.3%
Real Estate	8.0%	4.3%
Alternatives	8.0%	8.9%
Credit	7.0%	6.0%
Inflation Protection	6.0%	4.0%
Total	100%	

The information above is based on 30 year expectations developed with the consulting actuary for the 2018 asset, liability, and investment policy study for the North Carolina Retirement Systems, including LGERS. The long-term nominal rates of return underlying the real rates of return are arithmetic annualized figures. The real rates of return are calculated from nominal rates by multiplicatively subtracting a long-term inflation assumption of 3.00%. All rates of return and inflation are annualized.

II. DETAIL NOTES ON ALL FUNDS (Continued)

B. Liabilities (Continued)

1. Pension Plan Obligations (Continued)

a. Local Governmental Employees' Retirement System (Continued)

**Discount rate.** The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of the current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**Sensitivity of the Town's proportionate share of the net pension liability to changes in the discount rate.** The following presents the Town's proportionate share of the net pension liability (asset) calculated using the discount rate of 7.00 percent, as well as what the Town's proportionate share of the net pension asset or 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:

	1% Decrease (6.00%)	Discount Rate (7.00%)	1% Increase (8.00%)
Town's proportionate share of the net pension liability (asset)	\$ 932,545	\$ 407,727	\$ (28,504)

**Pension plan fiduciary net position.** Detailed information about the pension plan's fiduciary net position is available in the separately issued Comprehensive Annual Financial Report (CAFR) for the State of North Carolina.

b. Law Enforcement Officers Special Separation Allowance

1. Plan Description

The Town of Topsail Beach administers a public employee retirement system (the "Separation Allowance"), a single-employer defined benefit pension plan that provides retirement benefits to the Town's qualified sworn law enforcement officers under the age of 62 who have completed at least 30 years of creditable service or have attained 55 years of age and have completed five or more years of creditable service. The Separation Allowance is equal to .85 percent of the annual equivalent of the base rate of compensation most recently applicable to the officer for each year of creditable service. The retirement benefits are not subject to any increases in salary or retirement allowances that may be authorized by the General Assembly. Article 12D of G.S. Chapter 143 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly.

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**b. Law Enforcement Officers Special Separation Allowance (Continued)**

All full time law enforcement officers of the Town are covered by the Separation Allowance. At December 31, 2018, the Separation Allowance's membership consisted of:

Retirees receiving benefits	0
Active plan members	8
Total	<u>8</u>

**2. Summary of Significant Accounting Policies:**

**Basis of Accounting.** The Town has chosen to fund the Separation Allowance on a pay as you go basis. Pension expenditures are made from the General Fund, which is maintained on the modified accrual basis of accounting. Benefits are recognized when due and payable in accordance with the terms of the plan.

The Separation Allowance has no assets accumulated in a trust that meets the criteria which are outlined in GASB Statement 73.

**3. Actuarial Assumptions**

The entry age actuarial cost method was used in the December 31, 2018 valuation. The total pension liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50 percent
Salary Increases	3.50 to 7.35 percent, including inflation and productivity factor
Discount Rate	3.26 percent

The discount rate is based on the yield of the S&P Municipal Bond 20 Year High Grade Rate Index.

Mortality rates are based on the RP-2000 Mortality tables with adjustments for mortality improvements based on Scale AA.



**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**b. Law Enforcement Officers Special Separation Allowance (Continued)**

**4. Contributions**

The Town is required by Article 12D of G.S. Chapter 143 to provide these retirement benefits and has chosen to fund the amounts necessary to cover the benefits earned on a pay as you go basis through appropriations made in the General Fund operating budget. There were no contributions made by employees. The Town's obligation to contribute to this plan is established and may be amended by the North Carolina General Assembly. Administration costs of the Separation Allowance are financed through investment earnings. The Town paid \$-0- as benefits came due for the reporting period.

***Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions***

At June 30, 2020, the Town reported a total pension liability of \$93,488. The total pension liability was measured as of December 31, 2019 based on a December 31, 2018 actuarial valuation. The total pension liability was then rolled forward to the measurement date of December 31, 2019 utilizing update procedures incorporating the actuarial assumptions. For the year ended June 30, 2020, the Town recognized pension expense of \$11,832.

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 1,679	\$ 7,739
Changes of assumptions	6,492	3,571
Town benefit payments and plan administrative expense subsequent to the measurement date	-	-
Total	<u>\$ 8,171</u>	<u>\$ 11,310</u>

\$-0- reported as deferred outflows of resources related to pensions resulting from benefit payments made and administrative expenses incurred subsequent to the measurement date will be recognized as a decrease of the total pension liability in the year ended June 30, 2021. Other amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year Ended June 30:</b>	
2021	\$ (534)
2022	(534)
2023	(226)
2024	(475)
2025	(900)
Thereafter	(470)
	<u>\$ (3,139)</u>

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**b. Law Enforcement Officers Special Separation Allowance (Continued)**

**4. Contributions (Continued)**

***Sensitivity of the Town's total pension liability to changes in the discount rate.***

The following presents the Town's total pension liability calculated using the discount rate of 3.26 percent, as well as what the Town's total pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.26%) or 1-percentage-point higher (4.26%) than the current rate:

	1% Decrease (2.26%)	Discount Rate (3.26%)	1% Increase (4.26%)
Total Pension Liability	\$ 102,590	\$ 93,488	\$ 85,106

**Schedule of Changes in Total Pension Liability  
Law Enforcement Officers' Special Separation Allowance**

	<b>2020</b>
Beginning balance	\$ 86,340
Service Cost	8,879
Interest on the total pension liability	3,143
Changes of benefit terms	-
Differences between expected and actual experience in the measurement of the total pension liability	(8,142)
Changes of assumptions or other inputs	3,268
Benefit payments	-
Other changes	-
Ending balance of the total pension liability	\$ 93,488

The plan currently uses mortality tables that vary by age, health status (i.e. disabled and healthy). The current mortality rates are based on published tables and based on studies that cover significant portions of the U.S. population. The healthy mortality rates also contain a provision to reflect future mortality improvements.

The actuarial assumptions used in the December 31, 2018 valuation were based on the results of an actuarial experience study for the period January 1, 2010 through December 31, 2014.

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**b. Law Enforcement Officers Special Separation Allowance (Continued)**

**4. Contributions (Continued)**

***Total Expense, Liabilities, and Deferred Outflows and Inflows of Resources Related to Pensions***

Following is information related to the proportionate share and pension expense for all pension plans:

	LGERS	LEOSSA	Total
Pension Expense	\$ 190,584	\$ 11,832	\$ 202,416
Pension Liability	407,727	93,488	501,215
Proportionate share of the net pension liability	0.01493%	n/a	
<b>Deferred Outflows of Resources</b>			
Differences between expected and actual experience	69,813	1,679	71,492
Changes of assumptions	66,453	6,492	72,945
Net difference between projected and actual earnings on plan investments	9,945	-	9,945
Changes in proportion and differences between contributions and proportionate share of contributions	34,362	-	34,362
Benefit payments and administrative costs paid subsequent to the measurement date	120,155	-	120,155
<b>Deferred Inflows of Resources</b>			
Differences between expected and actual experience	-	7,739	7,739
Changes of assumptions	-	3,571	3,571
Net difference between projected and actual earnings on plan investments	-	-	-
Changes in proportion and differences between contributions and proportionate share of contributions	2,511	-	2,511

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**c. Supplemental Retirement Income Plan for Law Enforcement Officers**

**Plan Description.** The Town contributes to the Supplemental Retirement Income Plan (Plan), a defined contribution pension plan administered by the Department of State Treasurer and a Board of Trustees. The Plan provides retirement benefits to law enforcement officers employed by the Town. Article 5 of G.S. Chapter 135 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly. The Supplemental Retirement Income Plan for Law Enforcement Officers is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes the pension trust fund financial statements for the Internal Revenue Code Section 401(k) plan that includes the Supplemental Retirement Income Plan for Law Enforcement Officers. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 27699-1410, or by calling (919) 981-5454.

**Funding Policy.** Article 12E of G.S. Chapter 143 requires the Town to contribute each month an amount equal to five percent of each officer's salary, and all amounts contributed are vested immediately. Also, the law enforcement officers may make voluntary contributions to the plan. Contributions for the year ended June 30, 2020 were \$38,417, which consisted of \$18,938 from the Town and \$19,479 from the law enforcement officers. No amounts were forfeited.

**All Other Employees**

**Plan Description.** All other employees have the option of contributing to the Supplemental Retirement Plan of North Carolina 401(k). This plan is a defined contribution pension plan and participation is optional.

**Funding Policy.** The Town matches up to five percent of employees' wages. For the year ended June 30, 2020, total contributions to the plan equaled \$72,177, which consisted of \$29,900 from the Town and \$42,277 from the participating employees. No amounts were forfeited.

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**d. Other Post Employment Benefits (OPEB)**

**1. Healthcare Benefits**

*Plan Description.* Under the terms of a Town resolution, the Town administers a single-employer defined Healthcare Benefits Plan (“the HCB”). The plan provides postemployment healthcare benefits to retirees of the Town, provided they participate in the North Carolina Local Governmental Employees’ Retirement System (System) and have at least 25 years of creditable service with the Town. The Town pays the full cost of coverage for these benefits through private insurers. Also, the Town’s retirees can purchase coverage for their dependents at the Town’s group rates. The Town Council may amend the benefit provisions. A separate report was not issued for the plan.

Membership of the HCB Plan consisted of the following at June 30, 2019, the date of the latest actuarial valuation:

Retirees and dependents receiving benefits	1
Active plan members	21
Total	<u>22</u>

**Total OPEB Liability**

The Town’s total OPEB liability of \$221,765 was measured as of June 30, 2019 and was determined by an actuarial valuation as of that date.

*Actuarial assumptions and other inputs.* The total OPEB liability in the June 30, 2019 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement unless otherwise specified:

Inflation	2.50 percent
Salary increases	3.50 percent, average, including inflation
Discount rate	3.50 percent
Healthcare cost trend rates	7.00 percent, Pre-Medicare

The discount rate is based on the yield of the S&P Municipal Bond 20 Year High Grade Rate Index as of the measurement date.

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**d. Other Post-Employment Benefits (OPEB)**

**1. Healthcare Benefits (Continued)**

**Changes in the Total OPEB Liability**

	<b>Total OPEB Liability</b>	
<b>Balance at July 1, 2019</b>	\$	221,503
<b>Changes for the year</b>		
Service Cost		18,509
Interest		8,210
Changes of benefit terms		-
Differences between expected and actual experience		(11,657)
Changes of assumptions or other inputs		6,322
Benefit payments		(21,122)
<b>Net Changes</b>		<u>262</u>
<b>Balance at June 30, 2020</b>	<b>\$</b>	<b><u>221,765</u></b>

Changes in assumptions and other inputs reflect a change in the discount rate from 3.89% to 3.50%.

Mortality rates were based on the RP-2014 Total Data Set for Healthy Annuitants Mortality Table.

The actuarial assumptions used in the June 30, 2019 valuation were based on the results of an actuarial experience study for the period January 2010 through December 2014.

*Sensitivity of the total OPEB liability to changes in the discount rate.* The following presents the total OPEB liability of the Town, as well as what the Town's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.50 percent) or 1-percentage-point higher (4.50 percent) than the current discount rate:

	<b>1% Decrease (2.50%)</b>	<b>Discount Rate (3.50%)</b>	<b>1% Increase (4.50%)</b>
Total OPEB Liability	\$ 250,973	\$ 221,765	\$ 195,879

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**d. Other Post-Employment Benefits (OPEB)**

**1. Healthcare Benefits (Continued)**

*Sensitivity of the total OPEB liability to changes in the healthcare cost trend rates.* The following presents the total OPEB liability of the Town, as well as what the Town's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare costs trend rates:

	<u>1% Decrease</u>	<u>Current</u>	<u>1% Increase</u>
Total OPEB Liability	\$ 184,934	\$ 221,765	\$ 266,851

**OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB**

For the year ended June 30, 2020, the Town recognized OPEB expense of \$20,457. At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ 25,752
Changes of assumptions	5,694	14,843
Benefit payments and administrative costs made subsequent to the measurement date	-	-
Total	<u>\$ 5,694</u>	<u>\$ 40,595</u>

\$-0- reported as deferred outflows of resources related to pensions resulting from benefit payments made and administrative expenses incurred subsequent to the measurement date will be recognized as a decrease of the total pension liability in the year ended June 30, 2021. Other amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**1. Pension Plan Obligations (Continued)**

**d. Other Post-Employment Benefits (OPEB)**

**1. Healthcare Benefits (Continued)**

<b>Year Ended June 30:</b>		
2021	\$	(6,262)
2022		(6,262)
2023		(6,262)
2024		(6,262)
2025		(5,532)
Thereafter		(4,321)
	<u>\$</u>	<u>(34,901)</u>

**2. Other Employment Benefits**

The Town has elected to provide death benefits to employees through the Death Benefit Plan for members of the Local Governmental Employees' Retirement System (Death Benefit Plan), a multiple-employer, State-administered, cost-sharing plan funded on a one-year term cost basis. The beneficiaries of those employees who die in active service after one year of contributing membership in the System, or who die within 180 days after retirement or termination of service and have at least one year of contributing membership service in the System at the time of death are eligible for death benefits. Lump sum death benefit payments to beneficiaries are equal to the employee's 12 highest months' salary in a row during the 24 months prior to the employee's death, but the benefit may not exceed \$50,000 or be less than \$25,000. Because all death benefit payments are made from the Death Benefit Plan and not by the Town, the Town does not determine the number of eligible participants. The Town has no liability beyond the payment of monthly contributions. The contributions to the Death Benefit Plan cannot be separated between the post-employment benefit amount and the other benefit amount. Contributions are determined as a percentage of monthly payroll based upon rates established annually by the State. Separate rates are set for employees not engaged in law enforcement and for law enforcement officers. The Town considers these contributions to be immaterial.



**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**3. Deferred Outflows and Inflows of Resources**

The Town has several deferred outflows of resources. Deferred outflows of resources is comprised of the following:

Contributions to Pension Plan in Current Fiscal Year	\$	120,155
Benefit payments and administrative expenses for LEOSA made subsequent to measurement date		-
Benefit payments and administrative expenses for OPEB made subsequent to measurement date		-
Differences between expected and actual experience		71,492
Changes of assumptions		78,639
Net difference between projected and actual		9,945
Changes in proportion and differences between employer contributions and proportionate share of contributions		34,362
Charge on refunding		-
Total	\$	314,593

Deferred inflows of resources at year-end is comprised of the following:

	Statement of Net Position	General Fund Balance Sheet	Beach, Inlet, and Sound Capital Project Fund Balance Sheet
Prepaid taxes (General Fund)	\$ -	\$ -	-
Taxes receivable	-	3,202	1,724
Grants Refundable	3,475,350	-	3,475,350
Changes in assumptions	18,414	-	-
Differences between expected and actual experience	33,491	-	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	2,511	-	-
Total	\$ 3,529,766	\$ 3,202	3,477,074

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**4. 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 participates in three self-funded risk-financing pools administered by the North Carolina League of Municipalities. Through these pools, the Town obtains general liability and auto liability coverage of \$1 million per occurrence, property coverage up to the total insured values of the property policy, workers' compensation coverage up to statutory limits, and employee health coverage. The liability and property exposures are reinsured through commercial carriers for claims in excess of retentions as selected by the Board of Trustees each year. Stop loss insurance is purchased by the Board of Trustees to protect against large medical claims that exceed certain dollar cost levels. Specific information on the limits of the reinsurance, excess and stop loss policies purchased by the Board of Trustees can be obtained by contacting the Risk Management Services Department of the NC League of Municipalities. The pools are audited annually by certified public accountants, and the audited financial statements are available to the Town upon request.

The Town carries commercial coverage for all other risks of loss. There have been no significant reductions in insurance coverage in the prior year and settled claims have not exceeded coverage in any of the past three fiscal years.

The Town carries flood insurance through the National Flood Insurance Plan (NFIP). Because the Town is in an area of the State that has been mapped and designated an "A" area (an area close to a river, lake, or stream) by the Federal Emergency Management Agency, the Town is eligible to purchase coverage of \$500,000 per structure through the NFIP. The Town also is eligible to and has purchased commercial flood insurance for another \$1,500,000 of coverage per structure.

In accordance with G.S. 159-29, the Town's employees that have access to \$100 or more at any given time of the Town's funds are performance bonded through a commercial surety bond. The finance officer and tax collector are each individually bonded for \$50,000. The remaining employees that have access to funds are bonded under a blanket bond for \$25,000.

**5. Claims, Judgments and Contingent Liabilities**

At June 30, 2020, the Town did not have any litigation pending.

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**6. Long-Term Obligations**

**a. Installment Purchases**

In October 2005, the business type activity fund has chosen to finance purchases with installment payments from the State Clean Water Grant Fund. The Town has completed its water project as of June 30, 2013. \$1,416,500 Installment agreement with interest at an annual rate of 2.305%. The outstanding principal balance at June 30, 2020 was \$708,250.

In October 2012, the Town entered into a \$1,150,000 installment agreement for the refinance of the capital lease that was executed in May 2007 for the acquisition of the Bush Marina property. The financing contract requires principal payments beginning in October 2013 with an interest rate of 2.39 percent. The outstanding principal balance at June 30, 2020 was \$143,750.

In December 2012, the business type activity fund has chosen to finance purchases with installment payments from the North Carolina Department of Environmental and Natural Resources. The Town has completed its water project as of June 30, 2014. \$3,500,000 installment agreement with interest at an annual rate of 0.00%. The outstanding principal balance at June 30, 2020 was \$2,275,000.

In January 2017, the Town entered into a \$100,000 installment agreement for the purchase of a Pumper Truck. The financing contract requires principal payments annually beginning in January 2018 with an interest rate of 2.65 percent. The outstanding principal balance at June 30, 2020 was \$41,576.

Annual debt service payments of the installment purchases as of June 30, 2020, including \$70,396 of interest, are as follows:

Year Ending June 30	Governmental Activities		Business Type Activities	
	Principal	Interest	Principal	Interest
2021	\$ 164,266	\$ 4,537	\$ 276,179	\$ 16,325
2022	21,060	558	276,179	13,993
2023	-	-	276,179	11,661
2024	-	-	276,179	9,329
2025	-	-	276,179	6,997
2026-2030	-	-	1,077,355	6,996
2031-2035	-	-	525,000	-
2036-2040	-	-	-	-
<b>Total</b>	<b>\$ 185,326</b>	<b>\$ 5,095</b>	<b>\$ 2,983,250</b>	<b>\$ 65,301</b>

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**B. Liabilities (Continued)**

**6. Long-Term Obligations**

**b. Changes in Long-Term Liabilities**

	Beginning Balance	Increases	Decreases	Ending Balance	Current Portion of Balance
Governmental activities:					
Installment notes	\$ 349,062	\$ -	\$ (163,736)	\$ 185,326	\$ 164,266
NCORR Loan	-	2,000,000	(2,000,000)	-	-
Compensated absences	112,879	-	(8,801)	104,078	-
Total OPEB liability	191,349	1,640	-	192,989	-
Net pension liability (LGERS)	257,056	104,450	-	361,506	-
Total pension liability (LEO)	86,340	7,148	-	93,488	-
Governmental activity long-term liabilities	\$ <u>996,686</u>	\$ <u>2,113,238</u>	\$ <u>(2,172,537)</u>	\$ <u>937,387</u>	\$ <u>164,266</u>
Business-type activities:					
Installment purchase	\$ 3,259,429	\$ -	\$ (276,179)	\$ 2,983,250	\$ 276,179
Compensated absences	18,646	-	(1,387)	17,259	-
Total OPEB liability	30,154	-	(1,378)	28,776	-
Net pension liability (LGERS)	50,874	-	(4,653)	46,221	-
Business-type activity long-term liabilities	\$ <u>3,359,103</u>	\$ <u>-</u>	\$ <u>(283,597)</u>	\$ <u>3,075,506</u>	\$ <u>276,179</u>

Compensated absences typically have been liquidated in the general fund and are accounted for on a LIFO basis, assuming that employees are taking leave as it is earned.

**II. DETAIL NOTES ON ALL FUNDS (Continued)**

**C. Interfund Balances and Activity**

Transfers to/from other funds at June 30, 2020, consist of the following:

From the General Fund to the Capital Reserve Fund	\$ 500,000
From the Capital Reserve Fund to the General Fund	322,500
From the Capital Reserve Fund to the Water Fund	-
Total	<u>\$ 822,500</u>

Transfers are used to move unrestricted revenues to finance various programs that the government must account for in other funds in accordance with budgetary authorizations, including amounts provided matching funds for various grant programs.

**D. Net Investment in Capital Assets**

	<u>Governmental</u>	<u>Business-Type</u>
Capital Assets	\$ 5,240,395	\$ 5,366,365
less: long-term debt	185,326	2,983,250
add: unexpended debt proceeds		
Net investment in capital asset	<u>\$ 5,055,069</u>	<u>\$ 2,383,115</u>

**E. Fund Balance**

The following schedule provides management and citizens with information on the portion of General fund balance that is available for appropriation:

<i>Total fund balance – General Fund</i>	\$ 3,078,265
Less:	
Prepays	-
Stabilization by State Statute	277,519
Streets	54,861
Beach/Inlet/Sound Maintenance	-
Future Capital Expenditures	917,611
Appropriated Fund Balance in 2020-2021 budget	287,000
Remaining Fund Balance	<u>\$ 1,541,274</u>

The Town of Topsail Beach has a minimum fund balance policy for the General fund which instructs management to conduct the business of the Town in such a manner that available fund balance is at least equal to or greater than 10% of budgeted expenditures.

The outstanding encumbrances are amounts needed to pay any commitments related to purchase orders and contracts that remain unperformed at year-end.

<i>Encumbrances</i>	General Fund	Non-Major Funds
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### **III. SUMMARY DISCLOSURE OF SIGNIFICANT CONTINGENCIES**

#### **Federal and State Assisted Programs**

The Town has received proceeds from several federal and State grants. Periodic audits of these grants are required, and certain costs may be questioned as not being appropriate expenditures under the grant agreements. Such audits could result in the refund of grant moneys to the grantor agencies. Management believes that any required refunds will be immaterial. No provision has been made in the accompanying financial statements for the refund of grant moneys.

### **IV. SUBSEQUENT EVENTS**

Management has evaluated subsequent events through November 30, 2020, the date on which the financial statements were available to be issued. The Town believes there have been no significant subsequent events.

***Required Supplementary***

***Financial Data***

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**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
 Proportionate Share of Net Pension Liability (Asset)  
 Required Supplementary Information  
 Last Seven Fiscal Years\*

**Local Government Employees' Retirement System**

	2020	2019	2018	2017	2016	2015	2014
Topsail Beach's proportion of the net pension liability (asset) (%)	0.01493%	0.01298%	0.01364%	0.01207%	0.01495%	0.01473%	0.01560%
Topsail Beach's proportion of the net pension liability (asset) (\$)	\$ 407,727	\$ 307,930	\$ 208,381	\$ 256,167	\$ 67,095	\$ (86,870)	\$ 188,040
Topsail Beach's covered-employee payroll	\$ 1,094,469	\$ 982,142	\$ 887,888	\$ 823,179	\$ 848,594	\$ 822,768	\$ 802,375
Topsail Beach's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	37.25%	31.35%	23.47%	31.12%	7.91%	(10.56%)	23.44%
Plan fiduciary net position as a percentage of the total pension liability**	90.86%	91.63%	94.18%	91.47%	98.09%	102.64%	94.35%

\*The amounts presented for each fiscal year were determined as of the prior fiscal year ending June 30

\*\*This will be the same percentage for all participant employers in the LGERS plan



**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Town of Topsail Beach's Contributions  
 Required Supplementary Information  
 Last Seven Fiscal Years

	<b>Local Government Employees' Retirement System</b>						
	2020	2019	2018	2017	2016	2015	2014
Contractually required contribution	\$ 120,155	\$ 88,837	\$ 77,439	\$ 67,645	\$ 57,033	\$ 58,634	\$ 33,960
Contributions in relation to the contractually required contribution	120,155	88,837	77,439	67,645	57,033	58,634	33,960
Contributions deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Topsail Beach's covered employee payroll	\$ 1,289,560	\$ 1,094,469	\$ 982,142	\$ 887,888	\$ 823,179	\$ 848,594	\$ 822,768
Contributions as a percentage of covered-employee payroll	9.32%	8.12%	7.88%	7.62%	6.93%	6.91%	4.13%

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
 Schedule of Changes in Total Pension Liability  
 Law Enforcement Officers' Special Separation Allowance  
 June 30, 2020

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	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Beginning balance	\$ 86,340	\$ 77,513	\$ 64,306	\$ 71,211
Service Cost	8,879	8,074	7,877	8,342
Interest on the total pension liability	3,143	2,449	2,436	2,266
Changes of benefit terms	-	-	-	-
Differences between expected and actual experience in the measurement of the total pension liability	(8,142)	2,397	(1,498)	-
Changes of assumptions or other inputs	3,268	(4,093)	6,770	(2,058)
Benefit payments	-	-	(2,378)	(15,455)
Other changes	-	-	-	-
Ending balance of the total pension liability	<u>\$ 93,488</u>	<u>\$ 86,340</u>	<u>\$ 77,513</u>	<u>\$ 64,306</u>

The amounts presented for each fiscal year were determined as of the prior fiscal year ending December 31.

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Schedule of Total Pension Liability as a Percentage of Covered Payroll

Law Enforcement Officers' Special Separation Allowance

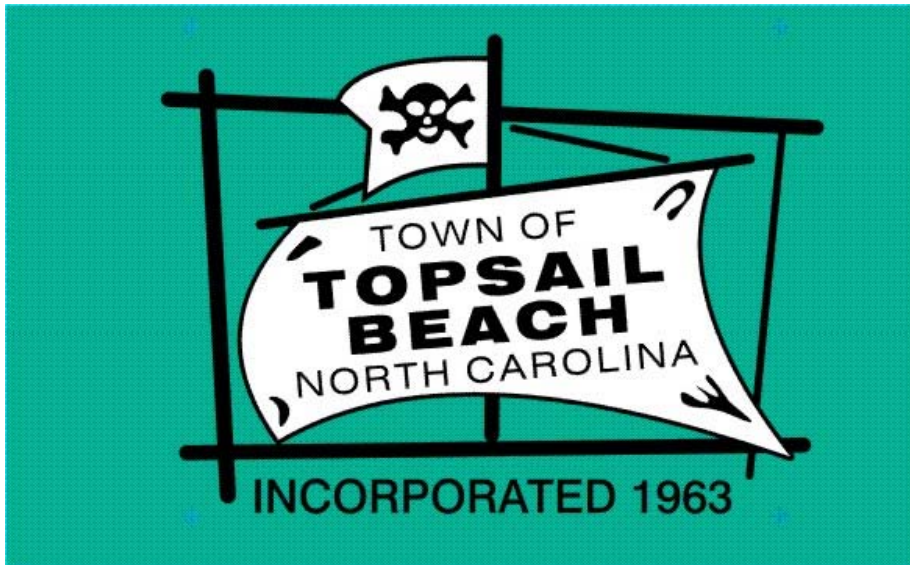
June 30, 2020

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	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
Total pension liability	\$ 93,488	\$ 86,340	\$ 77,513	\$ 64,306
Covered payroll	452,653	401,602	392,725	373,557
Total pension liability as a percentage of covered payroll	20.65%	21.50%	19.74%	17.21%

Notes to the schedules:

The Town of Topsail Beach has no assets accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement 73 to pay related benefits.



**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
 Schedule of Changes in the Total OPEB Liability and Related Ratios  
 June 30, 2020

<b>Total OPEB Liability</b>	<b>2020</b>	<b>2019</b>	<b>2018</b>
Service Cost	\$ 18,509	\$ 19,096	\$ 20,565
Interest	8,210	7,974	7,036
Changes of benefit terms	-	-	-
Differences between expect and actual experience	(11,657)	(14,046)	(7,897)
Changes of assumptions	6,322	(8,623)	(13,797)
Benefit payments	(21,122)	(13,632)	(17,739)
<b>Net changes in Total OPEB Liability</b>	262	(9,231)	(11,832)
<b>Total OPEB Liability - Beginning</b>	221,503	230,734	242,566
<b>Total OPEB Liability - Ending</b>	<b>\$ 221,765</b>	<b>\$ 221,503</b>	<b>\$ 230,734</b>
 <b>Covered Payroll</b>	 \$ 1,110,559	 \$ 870,090	 \$ 870,090
<b>Total OPEB Liability as a percentage of covered payroll</b>	19.97%	25.46%	26.52%

**Notes to Schedule**

Changes of assumptions: Changes of assumptions and other inputs reflect the effects of changes in the discount rate of each period. The following are discount rates used in each period:

<b>Fiscal Year</b>	<b>Rate</b>
2020	3.50%
2019	3.89%
2018	3.56%



***Major Governmental Funds***

***General Fund***

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**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balance

Budget and Actual

For the Year Ended June 30, 2020

	Final Budget	Actual	Variance Positive (Negative)
<b>Revenues</b>			
<b>Ad Valorem Taxes</b>			
Taxes		\$ 1,391,236	
Penalties and Interest		1,552	
<b>Total Ad Valorem Taxes</b>	<b>\$ 1,340,950</b>	<b>1,392,788</b>	<b>\$ 51,838</b>
<b>Other Taxes and Licenses</b>			
Accommodations Tax		218,038	
<b>Total Other Taxes and Licenses</b>	<b>200,000</b>	<b>218,038</b>	<b>18,038</b>
<b>Unrestricted Intergovernmental</b>			
Local Option Sales Tax		554,948	
Utility Sales Tax		123,393	
Telecommunications Sales Tax		-	
Video Franchise Fee		23,210	
Beer and Wine Tax		21,744	
<b>Total Unrestricted Intergovernmental</b>	<b>633,000</b>	<b>723,295</b>	<b>90,295</b>
<b>Restricted Intergovernmental</b>			
Powell Bill Allocation		16,348	
Federal Grants		98,096	
State Grants		60,353	
Solid Waste Disposal Tax		314	
<b>Total Restricted Intergovernmental</b>	<b>199,599</b>	<b>175,111</b>	<b>(24,488)</b>
<b>Permits and Fees</b>			
Building Permits		94,769	
Police Fines		7,283	
Court Fees		655	
Beach Access Permits		16,525	
Boat Ramp/Slip Fees		55,696	
<b>Total Permits and Fees</b>	<b>129,950</b>	<b>174,928</b>	<b>44,978</b>
<b>Sales and Services</b>			
Solid Waste		340,211	
Rental Fees		84,663	
<b>Total Sales and Services</b>	<b>408,000</b>	<b>424,874</b>	<b>16,874</b>
<b>Investment Earnings</b>			
General		86,627	
<b>Total Investment Earnings</b>	<b>45,000</b>	<b>86,627</b>	<b>41,627</b>



**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balance (Continued)

Budget and Actual

For the Year Ended June 30, 2020

	Final Budget	Actual	Variance Positive (Negative)
<b>Miscellaneous</b>			
Donations		500	
Sale of Assets		21,104	
Other		43,236	
<b>Total Miscellaneous</b>	53,769	64,840	11,071
<b>Total Revenues</b>	3,010,268	3,260,501	250,233
<b>Expenditures</b>			
<b>Governing Body</b>			
Salaries, Wages and Employee Benefits		19,377	
Other Expenditures		48,574	
<b>Total Governing Body</b>	78,250	67,951	10,299
<b>Administration</b>			
Salaries, Wages and Employee Benefits		255,351	
Other Expenditures		298,887	
Capital Outlay		99,347	
<b>Total Administration</b>	672,443	653,585	18,858
<b>Police</b>			
Salaries, Wages and Employee Benefits		778,416	
Other Expenditures		86,605	
Capital Outlay		-	
<b>Total Police</b>	921,000	865,021	55,979
<b>Fire</b>			
Salaries, Wages and Employee Benefits		296,244	
Other Expenditures		60,688	
Capital Outlay		51,580	
Debt - Interest		1,631	
Debt - Principal		19,986	
<b>Total Fire</b>	500,525	430,129	70,396
<b>Inspections</b>			
Salaries, Wages and Employee Benefits		81,362	
Other Expenditures		2,568	
<b>Total Planning and Zoning</b>	95,400	83,930	11,470
<b>Public Services</b>			
Salaries, Wages and Employee Benefits		217,977	
Other Expenditures		107,001	
Capital Outlay		-	
<b>Total Public Services</b>	423,750	324,978	98,772
<b>Powell Bill</b>			
Other Expenditures		8,582	
<b>Total Powell Bill</b>	16,250	8,582	7,668

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

General Fund

Statement of Revenues, Expenditures and Changes in Fund Balance (Continued)

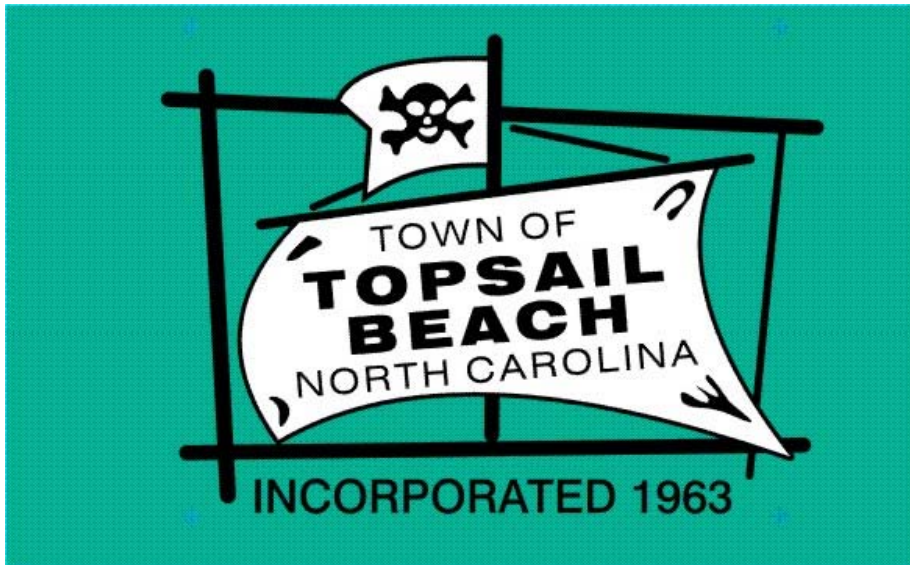
Budget and Actual

For the Year Ended June 30, 2020

	Final Budget	Actual	Variance Positive (Negative)
<b>Marina</b>			
Salaries, Wages and Employee Benefits		13,301	
Other Operating		3,482	
Debt - Interest		6,871	
Debt - Principal		143,750	
<b>Total Marina</b>	171,000	167,404	3,596
<b>Sanitation</b>			
Other Expenditures		317,430	
<b>Total Sanitation</b>	325,000	317,430	7,570
<b>Beach Management and Tourism</b>			
Salaries, Wages and Employee Benefits		-	
Other Expenditures		122,896	
Capital Outlay		-	
<b>Total Beach Management and Tourism</b>	129,150	122,896	6,254
<b>Federal Beach Project</b>			
Other Expenditures		-	
<b>Total Federal Beach Project</b>	-	-	-
<b>Total Expenditures</b>	3,332,768	3,041,906	290,862
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	(322,500)	218,595	541,095
<b>Other Financing Sources (Uses)</b>			
Transfers In:			
Capital Reserve Fund	322,500	322,500	-
Beach, Inlet, and Sound Capital Project Fund	-	-	-
Transfers Out:			
Capital Reserve Fund	(500,000)	(500,000)	-
Installment Purchase Obligations Issued	-	-	-
<b>Total Other Financing Sources (Uses)</b>	(177,500)	(177,500)	-
<b>Fund Balance Appropriated</b>	500,000	-	(500,000)
<b>Net Change in Fund Balance</b>	<u>\$ -</u>	41,095	<u>\$ 41,095</u>
<b>Fund Balance - Beginning of Year</b>		<u>2,119,559</u>	
<b>Fund Balance - End of Year</b>		<u>\$ 2,160,654</u>	

***Special Revenue Funds***  
***Consolidated With General Fund***

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**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
 Statement of Revenues, Expenditures, and Changes in Fund Balance  
 Budget and Actual  
 Nonmajor Special Revenue Fund - Capital Reserve Fund  
 For the Year Ended June 30, 2020

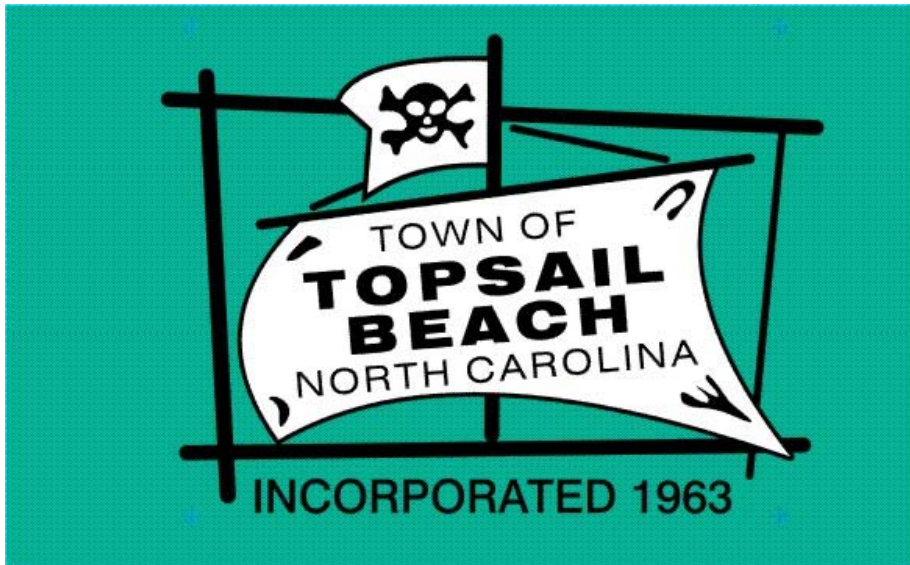
	<b>Final Budget</b>	<b>Actual</b>	<b>Variance Positive (Negative)</b>
<b>Revenues</b>			
<b>Miscellaneous</b>			
Other	\$ -	\$ -	\$ -
<b>Other Financing Sources</b>			
Transfers in:			
General Fund	-	500,000	
Water Fund	-	-	
Transfers out:			
General Fund	(322,500)	(322,500)	
Water Fund	-	-	
<b>Total Other Financing Sources</b>	<u>(322,500)</u>	<u>177,500</u>	<u>500,000</u>
<b>Appropriated Fund Balance</b>	<u>322,500</u>	<u>-</u>	<u>(322,500)</u>
<b>Net Change in Fund Balance</b>	<u>\$ -</u>	<u>177,500</u>	<u>\$ 177,500</u>
<b>Fund Balance - Beginning of Year</b>		<u>740,111</u>	
<b>Fund Balance - End of Year</b>		<u>\$ 917,611</u>	



***Major Governmental Funds***

***Capital Project Funds***

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**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

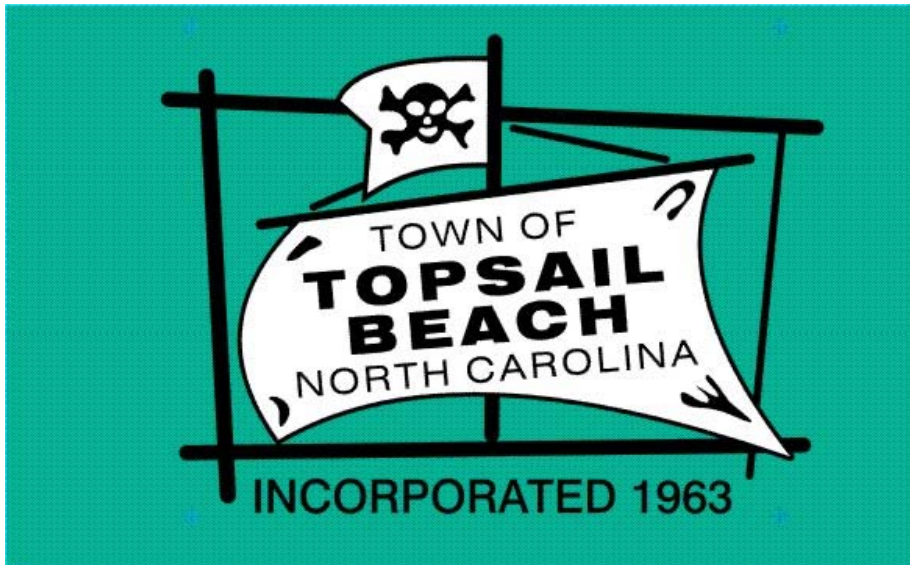
Statement of Revenues, Expenditures, and Changes in Fund Balance

Budget and Actual

Major Capital Project Fund - Beach, Inlet, and Sound Capital Project Fund

For the Year Ended June 30, 2020

	Final Budget	Actual	Variance Positive (Negative)
<b>Revenues</b>			
<b>Ad Valorem Taxes</b>			
Taxes		\$ 748,578	
Penalties and Interest		-	
<b>Total Ad Valorem Taxes</b>	<b>\$ 735,000</b>	<b>748,578</b>	<b>\$ 13,578</b>
<b>Other Taxes and Licenses</b>			
Accommodations Tax		833,247	
<b>Total Other Taxes and Licenses</b>	<b>800,000</b>	<b>833,247</b>	<b>33,247</b>
<b>Restricted Intergovernmental</b>			
Federal and State Grants		14,317,472	
<b>Total Restricted Intergovernmental</b>	<b>24,000,000</b>	<b>14,317,472</b>	<b>(9,682,528)</b>
<b>Investment Earnings</b>			
General		36,548	
<b>Total Investment Earnings</b>	<b>10,000</b>	<b>36,548</b>	<b>26,548</b>
<b>Miscellaneous Income</b>			
Insurance Reimbursement		-	
<b>Total Miscellaneous Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues</b>	<b>25,545,000</b>	<b>15,935,845</b>	<b>(9,609,155)</b>
<b>Expenditures</b>			
<b>Beach/Inlet/Sound Maintenance</b>			
Salaries and Wages		92,904	
Other Operating Expenditures		17,894,447	
Capital Outlay		-	
Principal Debt Retirement		2,000,000	
<b>Total Administration</b>	<b>26,502,308</b>	<b>19,987,351</b>	<b>6,514,957</b>
<b>Total Expenditures</b>	<b>26,502,308</b>	<b>19,987,351</b>	<b>6,514,957</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>(957,308)</b>	<b>(4,051,506)</b>	<b>(3,094,198)</b>
<b>Other Financing Sources</b>			
Loan Proceeds	2,000,000	2,000,000	-
Transfers in:			
General Fund	-	-	-
Transfers out:			
General Fund	-	-	-
<b>Total Other Financing Sources</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>-</b>
<b>Appropriated Fund Balance</b>	<b>(1,042,692)</b>	<b>-</b>	<b>1,042,692</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>(2,051,506)</b>	<b>\$ (2,051,506)</b>
<b>Fund Balance - Beginning of Year</b>		<b>6,309,851</b>	
<b>Fund Balance - End of Year</b>		<b>\$ 4,258,345</b>	<b>89</b>



## ***Enterprise Funds***

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**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Water Fund

Schedule of Revenues and Expenditures

Budget and Actual (Non-GAAP)

For the Year Ended June 30, 2020

	<b>Budget</b>	<b>Actual</b>	<b>Variance Positive (Negative)</b>
<b>Revenues</b>			
Operating Revenues			
Water Charges		\$ 706,584	
Water Taps		21,120	
Impact Fees		38,562	
Total Operating Revenues		<u>766,266</u>	
Nonoperating Revenues			
Investment Earnings		7,845	
Grants		13,048	
Miscellaneous		-	
Total Nonoperating Revenues		<u>20,893</u>	
<b>Total Revenues</b>	<b>\$ 893,000</b>	<b>787,159</b>	<b>\$ (105,841)</b>
<b>Expenditures</b>			
<b>Water and Sewer Operations</b>			
Salaries and Employee Benefits		291,202	
Repairs and Maintenance		82,369	
Other Expenditures		207,896	
Capital Outlay		-	
Debt Service			
Principal Retirement		276,179	
Interest Expense		18,657	
<b>Total Water Operations</b>	<b>933,000</b>	<b>876,303</b>	<b>56,697</b>
<b>Total Expenditures</b>	<b>933,000</b>	<b>876,303</b>	<b>56,697</b>
<b>Revenues Over (Under) Expenditures</b>	<b>(40,000)</b>	<b>(89,144)</b>	<b>(49,144)</b>
<b>Other Financing Sources (Uses)</b>			
Transfers in:			
Capital Reserve Fund	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Appropriated Fund Balance</b>	<b>40,000</b>	<b>-</b>	<b>(40,000)</b>
<b>Revenues and Other Sources Over Expenditures and Other Uses</b>	<b>\$ -</b>	<b>\$ (89,144)</b>	<b>\$ (89,144)</b>

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
 Water Fund  
 Schedule of Revenues and Expenditures (Continued)  
 Budget and Actual (Non-GAAP)  
 For the Year Ended June 30, 2020

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	<u>Budget</u>	<u>Actual</u>	<b>Variance Positive (Negative)</b>
<b>Reconciliation from Budgetary Basis (Modified Accrual) to Full Accrual:</b>			
Revenues and Other Sources Over Expenditures and Other Uses		\$ (89,144)	
Reconciling Items:			
Depreciation Expense		(145,501)	
Deferred Outflows of Resources - Pensions		(10,764)	
Net Pension Liability		4,653	
Deferred Inflows of Resources - Pensions		891	
Deferred Outflows of Resources - OPEB		-	
OPEB Liability		1,378	
Deferred Inflows of Resources - OPEB		(391)	
Accrued Interest Payable		194	
Compensated Absences Payable		1,387	
Principal Retirement		<u>276,179</u>	
Total Reconciling Items		<u>128,026</u>	
<b>Change in Net Position</b>		<u>\$ 38,882</u>	



## ***Other Schedules***

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**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**  
 General Fund and Beach, Inlet, and Sound Capital Project Fund  
 Schedule of Ad Valorem Taxes Receivable  
 June 30, 2020

<u>Fiscal Year</u>	<u>Uncollected Balance 7-1-19</u>	<u>Additions and Adjustments</u>	<u>Collections and Credits</u>	<u>Uncollected Balance 6-30-20</u>
2019-20	\$ -	\$ 2,134,797	\$ 2,131,013	\$ 3,784
2018-19	9,642	-	8,778	864
2017-18	136	-	-	136
2016-17	47	-	-	47
2015-16	193	-	-	193
2014-15	22	-	22	-
2013-14	90	-	-	90
2012-13	167	-	-	167
2011-12	539	-	-	539
2010-11	106	-	-	106
2009-10	124	-	124	-
	<u>\$ 11,066</u>	<u>\$ 2,134,797</u>	<u>\$ 2,139,937</u>	5,926

Less: Allowance for Uncollectible Accounts:

General Fund and Beach, Inlet, and Sound Capital Project Fund 1,000

Ad Valorem Taxes Receivable - Net \$ 4,926

Reconciliation with Revenues

Ad Valorem Taxes - General Fund \$ 1,392,788  
 Ad Valorem Taxes - Beach, Inlet, and Sound Capital Project Fund 748,578

Interest and Penalties Collected (1,552)

Taxes Released (1)

Taxes Written Off 124

Total Collections and Credits \$ 2,139,937



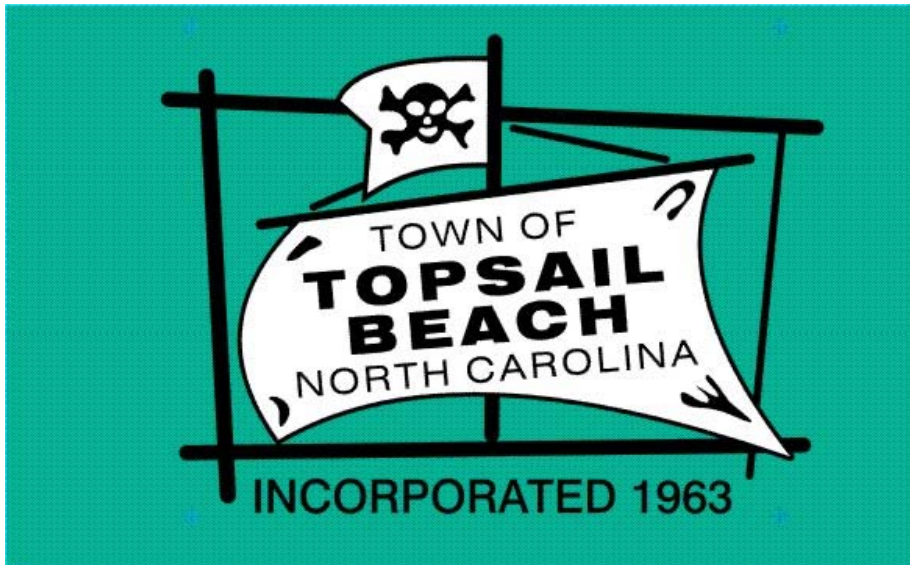
**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Analysis of Current Tax Levy

Town-Wide Levy

June 30, 2020

	Town-Wide		Total Levy		
	Property Valuation	Rate Per \$100	Amount of Levy	Property Excluding Registered Motor Vehicles	Registered Motor Vehicles
<b>Original Levy:</b>					
Property Taxed at					
Current Year's Rate	\$ 736,010,856	0.2900	\$ 2,134,431	\$ 2,110,581	\$ 23,850
Penalties	-		366	277	89
	<u>736,010,856</u>		<u>2,134,797</u>	<u>2,110,858</u>	<u>23,939</u>
<b>Discoveries:</b>					
Current Year Taxes	-	0.2900	-	-	-
Penalties	-		-	-	-
	<u>-</u>		<u>-</u>	<u>-</u>	<u>-</u>
<b>Abatements:</b>					
Property Taxes -					
Current Year's Rate	-	0.2900	\$ -	-	-
	<u>-</u>		<u>\$ -</u>	<u>-</u>	<u>-</u>
<b>Total Property Valuations</b>	<u>\$ 736,010,856</u>				
<b>Net Levy</b>			2,134,797	2,110,858	23,939
<b>Uncollected Taxes at June 30, 2020</b>			3,784	3,784	-
<b>Current Year's Taxes Collected</b>			<u>\$ 2,131,013</u>	<u>\$ 2,107,074</u>	<u>\$ 23,939</u>
<b>Current Levy Collection Percentage</b>			<u>99.82%</u>	<u>99.82%</u>	<u>100.00%</u>



## ***Compliance Section***

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**Report on Internal Control Over Financial Reporting and on Compliance and  
Other Matters Based on an Audit of Financial Statements  
Performed in Accordance with  
*Government Auditing Standards***

**Independent Auditor's Report**

To the Honorable Mayor and  
Members of the Board of Commissioners  
Town of Topsail Beach, North Carolina

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, the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Topsail Beach, North Carolina, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprises the Town of Topsail Beach's basic financial statements, and have issued our report thereon dated November 30, 2020.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town of Topsail Beach's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Topsail Beach's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town'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.

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

### **Compliance and Other Matters**

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

### **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.

***W Greene PLLC***

Whiteville, North Carolina  
November 30, 2020

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**Report on Compliance for Each Major Federal Program;  
Report on Internal Control Over Compliance;  
In accordance with OMB Uniform Guidance;  
and the State Single Audit Implementation Act**

**Independent Auditor's Report**

To the Honorable Mayor and  
Members of the Board of Commissioners  
Topsail Beach, North Carolina

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

We have audited the Town of Topsail Beach, North Carolina, compliance with the types of compliance requirements described in the OMB *Compliance Supplement* and the *Audit Manual for Governmental Auditors in North Carolina*, issued by the Local Government Commission, that could have a direct and material effect on each of the Town of Topsail Beach's major federal programs for the year ended June 30, 2020. The Town of Topsail Beach's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

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

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the Town of Topsail Beach's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act. Those standards, the Uniform Guidance, and the State Single Audit Implementation Act 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 Topsail Beach's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances.

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

### **Opinion on Each Major Federal Program**

In our opinion, the Town of Topsail Beach complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

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

Management of the Town of Topsail Beach 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 Topsail Beach's internal control over compliance with the types of requirements that could have a direct and material effect on a major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our 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'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 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 significant deficiencies or material weaknesses. 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.

## *W Greene PLLC*

Whiteville, North Carolina  
November 30, 2020



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**Report on Compliance for Each Major State Program;  
Report on Internal Control Over Compliance;  
In accordance with OMB Uniform Guidance;  
and the State Single Audit Implementation Act**

**Independent Auditor's Report**

To the Honorable Mayor and  
Members of the Board of Commissioners  
Topsail Beach, North Carolina

**Report on Compliance for Each Major State Program**

We have audited the Town of Topsail Beach, North Carolina, compliance with the types of compliance requirements described in the *Audit Manual for Governmental Auditors in North Carolina*, issued by the Local Government Commission, that could have a direct and material effect on each of the Town of Topsail Beach's major state programs for the year ended June 30, 2020. The Town of Topsail Beach's major state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

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

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the Town of Topsail Beach's major state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and applicable sections of Title 2 US *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), as described in the *Audit Manual for Governmental Auditors in North Carolina*, and the *State Single Audit Implementation Act*. Those standards, Uniform Guidance, and the *State Single Audit Implementation Act* 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 state program occurred. An audit includes examining, on a test basis, evidence about the Town of Topsail Beach's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major state program. However, our audit does not provide a legal determination of the Town of Topsail Beach's compliance.

### **Opinion on Each Major State Program**

In our opinion, the Town of Topsail Beach complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state programs for the year ended June 30, 2020.

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

Management of the Town of Topsail Beach 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 Topsail Beach's internal control over compliance with the types of requirements that could have a direct and material effect on a major state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for each major state program and to test and report on internal control over compliance in accordance with 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'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 state 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 state 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 combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state 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 significant deficiencies or material weaknesses. 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 Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*W Greene PLLC*

Whiteville, North Carolina  
November 30, 2020

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Schedule of Findings and Questioned Costs

For the Fiscal Year Ended June 30, 2020

**SECTION I. SUMMARY OF AUDITOR'S RESULTS**

**Financial Statements**

Type of report the auditor issued on whether the financial statements audited were prepared in accordance to GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified? \_\_\_\_\_ Yes  X  No

Significant deficiency(s) \_\_\_\_\_ Yes  X  None Reported

Noncompliance material to financial statements noted? \_\_\_\_\_ Yes  X  No

**Federal Awards**

Internal control over major federal programs:

Material weakness(es) identified? \_\_\_\_\_ Yes  X  No

Significant deficiency(s) \_\_\_\_\_ Yes  X  None Reported

Type of auditor's report issued on compliance for major federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? \_\_\_\_\_ Yes  X  No

Identification of major federal programs:

<u>CFDA#</u>	<u>Program Name</u>
97.036	Public Assistance - Disaster Grants

Dollar threshold used to distinguish between Type A and Type B Programs \$  750,000

Auditee qualified as low-risk auditee? \_\_\_\_\_ Yes  X  No

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Schedule of Findings and Questioned Costs

For the Fiscal Year Ended June 30, 2020

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**SECTION I. SUMMARY OF AUDITOR'S RESULTS (Continued)**

**State Awards**

Internal control over major State programs:

Material weakness(es) identified? \_\_\_\_\_ Yes        X   No

Significant deficiency(s) identified \_\_\_\_\_ Yes        X   None Reported

Type of auditor's report issued on compliance for major State programs:      Unmodified

Any audit findings disclosed that are required to be reported in accordance with the State Single Audit Implementation Act \_\_\_\_\_ Yes        X   No

Identification of major federal programs:

Program Name

Beach Management and Channel Dredging Project Grant

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Schedule of Findings and Questioned Costs

For the Fiscal Year Ended June 30, 2020

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<b>SECTION II. FINANCIAL STATEMENT FINDINGS</b>
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*None Reported.*

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Schedule of Findings and Questioned Costs

For the Fiscal Year Ended June 30, 2020

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<b>SECTION III. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS</b>
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*None Reported.*

<b>SECTION IV. STATE AWARD FINDINGS AND QUESTIONED COSTS</b>
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*None Reported.*



Corrective Action Plan  
For the Fiscal Year Ended June 30, 2020

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**SECTION II. FINANCIAL STATEMENT FINDINGS**

None Reported.

**SECTION III. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

None Reported.

**SECTION IV. STATE AWARD FINDINGS AND QUESTIONED COSTS**

None Reported.



**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Summary Schedule of Prior Audit Findings

For the Fiscal Year Ended June 30, 2020

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**SECTION II. FINANCIAL STATEMENT FINDINGS**

*Finding 2019-1*

*Corrected.*

**SECTION III. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

*None Reported.*

**SECTION IV. STATE AWARD FINDINGS AND QUESTIONED COSTS**

*None Reported.*

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Schedule of Expenditures of Federal and State Awards  
For the Year Ended June 30, 2020

Grantor Pass-Through Grantor/Program Title	Federal CFDA Number	State/ Pass-through Grantors Number	Federal (Direct & Pass-through) Expenditures	State Expenditures	Local Expenditures
<b>Federal Awards:</b>					
<u>U.S. Department of Homeland Security</u>					
<i>Passed thru N.C. Department of Public Safety</i>					
<i>Division of Emergency Management</i>					
Public Assistance - Disaster Grants					
Hurricane Florence	97.036		\$ 5,855,277	\$ 1,951,759	\$ -
Hurricane Matthew	97.036		2,131,168	710,390	
Hurricane Dorian	97.036		41,529	13,843	
<b>Total Assistance - Federal Programs</b>			8,027,974	2,675,992	-
<b>State Awards:</b>					
<u>N.C. Department of Transportation</u>					
Non-State System Street-Aid Allocation					
(Powell Bill)	-	DOT-4	-	8,582	-
<u>N.C. Department of Environmental Quality</u>					
Division of Water Resources					
Beach Management and Channel Dredging Project Grant			-	3,724,650	-
<b>Total Assistance - State Programs</b>			-	3,733,232	-
<b>Total Federal and State Assistance</b>			\$ 8,027,974	\$ 6,409,224	\$ -

**TOWN OF TOPSAIL BEACH, NORTH CAROLINA**

Notes to Schedule of Expenditures of Federal and State Awards  
For the Year Ended June 30, 2020

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**I. BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal and State awards (SEFSA) includes the federal and state grant activity of the Town of Topsail Beach, North Carolina under the programs of the federal government and the State of North Carolina for the year ended June 30, 2020. The information in this SEFSA is presented in accordance with the requirements of Title 2 US Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and the State Single Audit Implementation Act. Because the Schedule presents only a selected portion of the operations of Town of Topsail Beach, North Carolina, it is not intended to and does not present the financial position, changes in net position, or cash flows of Town of Topsail Beach, North Carolina.

**II. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND INDIRECT COST RATE**

Expenditures reported in the SEFSA are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. The Town of Topsail Beach, North Carolina has elected not to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.

