



**Financial Statements  
For the Year Ended June 30, 2018**

# **Town of Sylva, North Carolina**

## **Mayor**

Lynda Sossamon

## **Board of Commissioners**

Mary Gelbaugh  
Barbara Hamilton  
Harold Hensley  
Greg McPherson  
David Nestler

## **Management**

Paige R. Dowling, Town Manager  
Lynn Bryant, Finance Officer

# Town of Sylva, North Carolina

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# BURLESON & EARLEY, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

## **INDEPENDENT AUDITORS' REPORT**

To the Honorable Mayor and Members of the Governing Council  
Town of Sylva  
Sylva, North Carolina

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Sylva, North Carolina, as of and for the year ended June 30, 2018, 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 presentation of the financial statements.

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

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## **Opinions**

In our opinion, based on our audit, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Sylva, North Carolina as of June 30, 2018, and the respective changes in financial position and cash flows, where appropriate, thereof and the respective budgetary comparison for the General Fund and Fisher Creek 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 on pages 4 - 12, the Schedule of Changes in the Total OPEB Liability and Related Ratios on page 45, the Local Government Employees' Retirement System's Schedules of Proportionate Share of the Net Pension Asset and Contributions, on pages 46 and 47, respectively, and the Law Officers' Special Separation Allowance schedules of the changes in Total Pension Liability and Total Pension Liability as a Percentage of Covered Payroll on pages 48 and 49 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 Sylva, North Carolina. The combining and individual fund statements, budgetary schedules, and other schedules 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 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us. In our opinion, based on our audit, the procedures performed as described above, the combining and individual fund statements, budgetary schedules 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 8, 2018, on our consideration of the Town of Sylva, North Carolina's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Sylva, North Carolina's internal control over financial reporting and compliance.

*Burleson & Earley, P.A.*

Certified Public Accountants

November 8, 2018

## Town of Sylva, North Carolina Management's Discussion and Analysis

As management of the Town of Sylva (the Town), we offer readers of the Town of Sylva's financial statements this narrative overview and analysis of the financial activities of the Town of Sylva for the fiscal year ended June 30, 2018. 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 Sylva *exceeded* its liabilities and deferred inflows of resources at the close of the fiscal year by \$13,951,634 (net position).
- The government's total net position increased by \$772,278. Revenues increased by 8 percent and expenses decreased by 4 percent from the prior year. The primary reason for the increase resulted from the restatement of net position required with the implementation of GASB 75 for reporting of the OPEB liability. The restatement decreased beginning net position by \$236,419.
- As of the close of the current fiscal year, the Town of Sylva's governmental funds reported combined ending fund balance of \$8,072,314, an *increase* of \$716,995 in comparison with the prior year's increase of \$389,812. This increase resulted from additional gains in revenue and conservative spending. Approximately 38 percent, or \$3,077,526, is available for spending at the government's discretion (**unassigned general fund balance**).
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$3,077,526, or 98 percent of the total general fund expenditures for the fiscal year. The Town of Sylva's Cash Management Policy states that the Town will maintain at least a 40 percent unassigned fund balance. In addition, a target goal is set forth to maintain an average fund balance equal to other units similar in size across North Carolina. Currently that target goal is 76 percent. The Town's general fund balance *increased* by \$699,704 compared to an increase of \$462,240 last year.
- Total long-term debt of \$2,807,729 *decreased* by \$318,767 from the previous year. This decrease resulted the scheduled payments on the existing loans exceeding the net increase in the liabilities for pensions and postemployment benefits.
- Taxes remained consistent at \$.425 per \$100.

### Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements consist of these three components (see Figure 1):

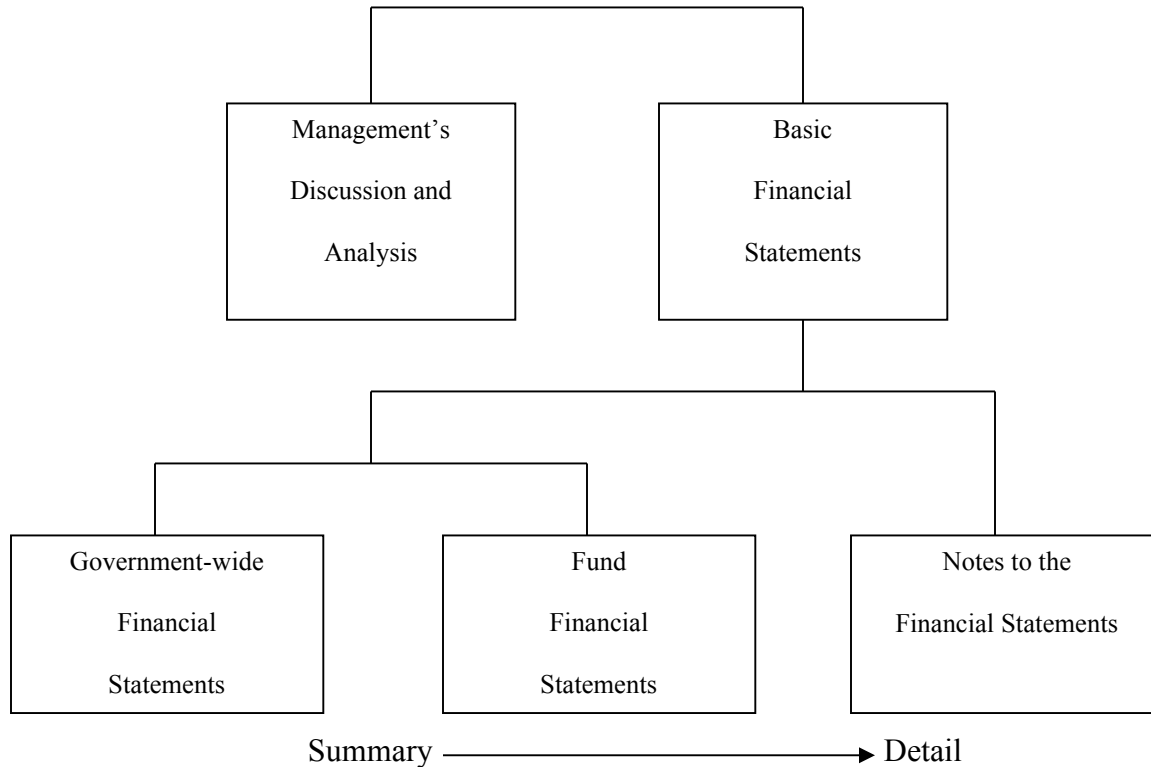
- 1) Government-wide financial statements
- 2) Fund financial statements
- 3) Notes to the financial statements



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 the Town of Sylva.

### Required Components of Annual Financial Report

Figure 1



### Basic Financial Statements

The first two statements (Exhibits 1 and 2) 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 (Exhibits 3 through 5) are **Fund Financial Statements**. These statements focus on the activities of the individual parts of the Town government. These statements provide more detail than the government-wide statements. The governmental funds statements and the budgetary comparison statements are the two parts to the Fund Financial Statements.

The next section of the basic financial statements is the **notes**. The notes to the financial statements explain data contained in those statements in detail. 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 (Exhibits 1 and 2) 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 its 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 presented as one category type:

**Governmental activities** - The governmental activities include most of the Town's basic services such as public safety, streets, sanitation and recreation. Property taxes and state revenues, such as local option sales taxes, finance most of these activities.

## Fund Financial Statements

The fund financial statements (Exhibits 3 through 5) 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, 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 the Town's funds can be divided into governmental 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* that 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.

The Town 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, changes to appropriations, and ending balances in the General Fund; and 4) the difference or variance between the final budget and the actual resources and changes. 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.

**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 20-44 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’s progress in funding its obligation to provide pension benefits to its employees. Required supplementary information can be found beginning on page 45 of this report, followed by other supplementary information.

**Interdependence with Other Entities:** The Town depends on financial resources flowing from, or associated with, 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 State laws 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 government and other holders of publicly held U.S. Treasury Securities.

### Government-Wide Financial Analysis

**The Town of Sylva’s Net Position  
Figure 2**

	Government Activities		Total	
	2018	2017	\$ Change	% Change
Current assets	\$ 8,124,595	\$ 7,433,768	\$ 690,827	9%
Noncurrent assets	8,496,117	8,643,098	(146,981)	-2%
Total assets	<u>16,620,712</u>	<u>16,076,866</u>	<u>543,846</u>	<u>3%</u>
Deferred outflows of resources	<u>269,114</u>	<u>327,505</u>	<u>(58,391)</u>	<u>-18%</u>
Long-term liabilities outstanding	2,807,728	2,890,075	(82,347)	-3%
Other liabilities	37,613	56,233	(18,620)	-33%
Total liabilities	<u>2,845,341</u>	<u>2,946,308</u>	<u>(100,967)</u>	<u>-3%</u>
Deferred inflows of resources	<u>92,851</u>	<u>42,288</u>	<u>50,563</u>	<u>120%</u>
Net position:				
Net investment in capital assets	7,181,939	7,086,785	95,154	1%
Restricted	1,978,718	1,973,146	5,572	0%
Unrestricted	4,790,977	4,355,844	435,133	10%
Total net position	<u><u>\$ 13,951,634</u></u>	<u><u>\$ 13,415,775</u></u>	<u><u>\$ 535,859</u></u>	<u><u>4%</u></u>

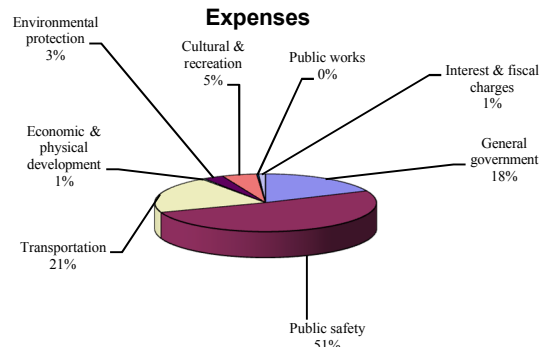
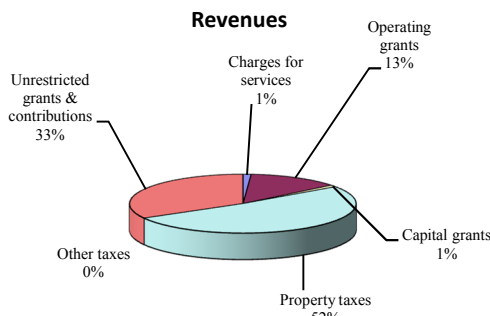
As noted earlier, net position may serve over time as one useful indicator of a government’s financial condition. The assets and deferred outflows of resources of the Town exceeded liabilities and deferred inflows of resources by \$13,951,634 as of June 30, 2018. The Town’s net position *increased* by \$772,278 for the fiscal year ended June 30, 2018. The largest portion of net position (52 percent) reflects the Town’s net investment in capital assets (e.g. land, construction in progress, buildings, improvements, equipment, vehicles and motorized equipment and infrastructure). The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town of Sylva’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. The second largest portion (34 percent) reflects the Town's unrestricted net position. An additional portion of the Town of Sylva's net position, \$1,978,718, (14 percent), represents resources that are subject to external restrictions on how they may be used.

The Town experienced an increase of 10 percent in unrestricted net position. The primary reason for the increase resulted from the current year increase in net position of \$772,278 exceeding the restatement of net position required with the implementation of GASB 75 for reporting the OPEB liability. The restatement decreased beginning net position by \$236,419.

**Town of Sylva Changes in Net Position**  
**Figure 3**

	<b>Government Activities</b>		<b>Total</b>	
	<b>2018</b>	<b>2017</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Revenues:</b>				
<b>Program Revenues:</b>				
Charges for services	\$ 37,650	\$ 40,173	\$ (2,523)	-6%
Operating grants and contributions	393,822	456,410	(62,588)	-14%
Capital grants and contributions	103,467	35,186	68,281	100%
<b>General Revenues:</b>				
Property taxes	1,866,191	1,795,886	70,305	4%
Other taxes	1,470	1,085	385	35%
Grants and contributions not restricted to specific programs	1,272,002	1,158,328	113,674	10%
Other	183,149	60,632	122,517	202%
<b>Total Revenues</b>	<b>3,857,751</b>	<b>3,547,700</b>	<b>310,051</b>	<b>9%</b>
<b>Expenses:</b>				
General government	564,538	596,201	(31,663)	-5%
Public safety	1,580,181	1,570,980	9,201	1%
Transportation	639,966	667,976	(28,010)	-4%
Economic and physical development	13,129	34,086	(20,957)	-61%
Environmental protection	92,211	130,080	(37,869)	-29%
Cultural and recreation	156,080	139,655	16,425	12%
Public works	8,089	8,609	(520)	-6%
Interest and fiscal charges	31,279	36,370	(5,091)	-14%
<b>Total Expenses</b>	<b>3,085,473</b>	<b>3,183,957</b>	<b>(98,484)</b>	<b>-3%</b>
<b>Change in net position</b>	<b>772,278</b>	<b>363,743</b>	<b>408,535</b>	<b>112%</b>
Net position, July 1, previously reported	13,415,775	13,420,233	(4,458)	0%
Restatement	(236,419)	(368,201)	131,782	
Net position, July 1, as restated	13,179,356	-	-	
<b>Net position, June 30</b>	<b>\$ 13,951,634</b>	<b>\$ 13,415,775</b>	<b>\$ 535,859</b>	<b>4%</b>



**Governmental activities:** Governmental activities increased the Town's net position by \$772,278 thereby accounting for a 4 percent growth in the net position of the Town of Sylva. Contributing to net position growth was the fact that the Town received additional state revenue from Sales Tax and Hold Harmless, increased investment earnings, and tax discoveries. In addition, department heads managed their budgets in a conservative manner that allowed money to remain unspent at year end.

### **Financial Analysis of the Town's Funds**

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

**Governmental Funds** – The focus of the Town'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's financing requirements. Specifically, unassigned fund balance can be a useful measure of a government's net resources available for spending at the end of the fiscal year.

The General Fund is the chief operating fund of the Town. At the end of the current fiscal year, fund balance available in the General Fund was \$3,077,526, while total fund balance reached \$4,685,679. As a measure of the general fund's liquidity, it may be useful to compare both available fund balance and total fund balance to total fund expenditures. The Town currently has an available fund balance that represents 98 percent of total General Fund expenditures, while total fund balance represents 150 percent of the same amount.

At June 30, 2018, the governmental funds of Town of Sylva reported a combined fund balance of \$8,072,314, a 10 percent increase from last year. This increase is primarily from conservative budgeting and economical spending. Since a healthy fund balance helps to avoid cash flow interruptions, reduces the need for short-term borrowing and provides a financial buffer for emergencies or unforeseen events. The Town's Reserve Policy requires that the Town will maintain an unassigned fund balance of at least 40 percent of the general operating budget. Additionally, the Town's target goal is to maintain an average available fund balance equal to other units similar in size across North Carolina. Currently, that target goal is 76 percent.

**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.

The Town of Sylva estimates revenues, especially intergovernmental revenues, with a conservative approach due to their volatile nature. Several General Fund revenues proved to be greater than originally budgeted. The most notable intergovernmental revenue increases came from Local Option Sales Tax and Hold Harmless which were respectively 29 percent and 36 percent higher than originally budgeted. Ad Valorem Taxes reflected a 6 percent favorable budget increase at year end due to an increased collection rate and a business personal property audit performed by Jackson County. Total General Fund expenditures came in 12 percent under the original budget. All departments realized a savings in their budget at year end.

## Capital Asset and Debt Administration

**Capital Assets** – The Town’s investment in capital assets for its governmental activities as of June 30, 2018, totals \$8,423,579 (net of accumulated depreciation). These assets include land, construction in progress, buildings, other improvements, infrastructure, equipment, and vehicles.

Major capital asset transactions during the year include the following additions:

- Purchase of a new police vehicle fully equipped
- Purchase of 2 used vehicles for the Fire Department
- Purchase of a used sweeper truck and used bucket truck for Public Works
- Resurface Allen Street and Regal Avenue
- Curb and gutter on Mill Street
- Renovations on the community pool.

**Town of Sylva’s Capital Assets  
(Net of accumulated depreciation)  
Figure 4**

	<b>Government Activities</b>		<b>Total</b>	
	<b>2018</b>	<b>2017</b>	<b>\$ Change</b>	<b>% Change</b>
Land	\$ 1,777,034	\$ 1,777,034	\$ -	0%
Buildings	3,616,013	3,718,115	(102,102)	-3%
Other improvements	173,389	118,480	54,909	46%
Computer equipment	-	-	-	0%
Equipment	206,228	241,580	(35,352)	-15%
Vehicles and motorized equipment	1,243,976	1,349,541	(105,565)	-8%
Infrastructure	1,406,939	1,364,779	42,160	3%
<b>Total</b>	<b>\$ 8,423,579</b>	<b>\$ 8,569,529</b>	<b>\$ (145,950)</b>	<b>-2%</b>

Additional information on the Town’s capital assets can be found on page 28 in notes to the Basic Financial Statements.

## Long-term Debt

As of June 30, 2018, the Town of Sylva had a long-term debt outstanding of \$2,807,728. Of this, \$242,459 is due within one year and \$2,565,269 is due in subsequent years. Debt decreased from the previous year by 10 percent. This decrease resulted from repayments exceeding the net increase in the liabilities for pensions and postemployment benefits.

	<b>Beginning Balances, as restated</b>	<b>Increase</b>	<b>Decreases</b>	<b>Ending Balances</b>
<b>Governmental Activities:</b>				
Installment purchase contracts	\$ 1,482,744	\$ -	\$ 241,104	\$ 1,241,640
Compensated absences	111,188	20,433	32,472	99,149
Pension related debt (LGERS)	362,282	-	87,294	274,988
Pension related debt (LEO)	414,024	26,012	17,024	423,012
Other postemployment benefits	756,257	34,118	21,436	768,939
	<b>\$ 3,126,495</b>	<b>\$ 80,563</b>	<b>\$ 399,330</b>	<b>\$ 2,807,728</b>

Additional information regarding the Town's debt can be found starting on page 41 in the Notes to the Basic Financial Statements.

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

The current budget provides for operational and imperative needs. Currently, the national economy remains strong. Recent federal decisions on the Federal Budget, 2017 Tax Reform, healthcare, and infrastructure spending are known factors that could affect municipal revenues. North Carolina's outlook is positive overall. Locally, Sylva continues to realize minimal growth in their tax base between revaluation years. Investment earnings are slowly increasing. The Town strives to provide the efficient, effective, and high-quality services taxpayers expect. These accomplishments continue to be realized through conservative budgeting, monitoring of expenditures, maintaining a sufficient fund balance and keeping debt to a minimal level.

### **Budget Highlights for the Fiscal Year Ending June 30, 2019**

#### **Governmental Activities:**

The Town of Sylva has approved a \$4,259,503 budget for fiscal year 2018-2019, this represents an increase of \$561,121 or 15 percent increase from the 2017-2018 original budget which totaled \$3,698,382. The increase is due in part to actuarial recommended funding of the Separation Allowance, partial funding a of a 20 percent match for sidewalks on NC 107 in conjunction with the R-5600 Project, succession planning for the Public Works Director, pedestrian crosswalks, and capital and equipment purchases.

- The tax rate remained \$0.425 cents per \$100 valuation. Jackson County performed a revaluation in 2016. The levy on real property, vehicles, and personal property comprise 40 percent of the General Fund Revenues. The estimated amount of value subject to levy is \$402,457,783 which is a 6 percent increase from the 2017 levy.
- State-collected revenues such as Local Option Sales Tax, Franchise Tax on Utilities, Natural Gas, Telecommunication, as well as Powell Bill for street maintenance contribute to 25 percent of the General Fund budget. Growth is anticipated for Local Option Sales Tax and Hold Harmless for fiscal year end 2019. A minimal loss is predicted in Telecommunications and Franchise Tax on power. Overall, moderate growth is anticipated in State-collected revenues.
- General Fund investment earnings are projected to have steady growth with rates currently between one and two percent. There is anticipation that the Federal Reserve will continue to slowly raise rates over the coming year. Even with this growth, the Town will not realize the pre-recession income generated from this revenue source.

#### **Expenditures:**

- Employees received a 2.1 percent cost of living adjustment for all employees and up to 2.5 percent merit increase for full-time employees. The last pay and classification study was performed in 2017. The North Carolina Local Employees' Retirement System increased from the prior year. Currently, the General Government contribution rate is 7.83% percent and the Law Enforcement contribution rate is 8.50% percent.
- The Town opted to continue participating with the NC League of Municipalities insurance pool. A 3 percent rate increase is guaranteed through June 2019. Due to the high deductible, the Town

contributed \$1,600 into a H-S-A to help offset costs to the employees. The continuing uncertainty of health care is a major concern for management.

- The annual contribution appropriated into a non-legally binding postemployment fund remained the same from the prior year. In addition, funding into the Separation Allowance for Law Enforcement was increased from the prior year due to actuarial recommended funding. Although there remains a significant difference in funding versus actuarial estimates, the Town Board is commended on their acknowledgment of this future expense and their proactive approach to lessen the impact of the Town's retiring workforce on future budgets.
- Capital expenditures in the 2018-2019 Budget include two new fully equipped police vehicles, sweeper parts and a used bucket truck for the Public Works Department. In addition, repair of the railroad crossing on Harold Street will be funded with Powell Bill.
- The 2018-2019 Budget will reduce the available Fund Balance by \$264,100; of this amount, \$17,000 is rolled over from the previous year, \$50,500 is appropriated from Capital Reserves General Operations and the remaining \$196,600 is appropriated from Unassigned General Fund Balance. This compares to the prior year's budgeted appropriation of \$47,000. Currently, the available Fund Balance is 67 percent of current year expenditures. The Town's Fund Balance policy states that the Town must maintain a 40 percent fund balance to expenditures, with a goal set to maintain the average fund balance percentage of other towns our size, which is 76 percent. Fund balances will continue to be monitored to ensure adequate cash flow and to have funds available for unforeseen emergencies or economic down turns.

### **Requests for Information**

This report is designed to provide a summary of the Town of Sylva's 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:

Lynn Allen Bryant  
Finance Officer  
83 Allen Street  
Sylva, NC 28779  
(828) 586-2719  
lbryant@townofsylva.org



## **BASIC FINANCIAL STATEMENTS**

**Town of Sylva, North Carolina**  
**Statement of Net Position**  
**June 30, 2018**

	<b>Primary Government Governmental Activities</b>
<b>Assets</b>	
Current assets:	
Cash and cash equivalents	\$ 7,349,529
Receivables (net)	
Taxes receivable	50,948
Accrued interest	12,539
Accounts	2,650
Due from other governments	247,275
Restricted cash and cash equivalents	461,654
Total current assets	8,124,595
Noncurrent assets:	
Capital assets:	
Land and other non-depreciable assets	1,777,034
Other capital assets, net of depreciation	6,646,545
Total capital assets	8,423,579
Real estate held for resale	52,435
Notes receivable	20,103
Total noncurrent assets	8,496,117
Total assets	16,620,712
<b>Deferred Outflows of Resources</b>	
Pension deferrals	243,447
OPEB deferrals	25,667
Total deferred outflows of resources	269,114
<b>Liabilities</b>	
Current liabilities:	
Accounts payable	900
Accrued liabilities	36,713
Current portion of long-term liabilities	242,459
Total current liabilities	280,072
Long-term liabilities:	
Net pension liability	274,988
Total pension liability	423,012
Total OPEB liability	768,939
Due in more than one year	1,098,330
Total long-term liabilities	2,565,269
Total liabilities	2,845,341
<b>Deferred Inflows of Resources</b>	
Prepaid taxes	4,763
Prepaid licenses	2,970
Pension deferrals	45,770
OPEB deferrals	39,348
Total deferred inflows of resources	92,851
<b>Net Position</b>	
Net investment in capital assets	7,181,939
Restricted for:	
Economic development	65,836
Stabilization by state statute	248,894
Transportation (Powell Bill)	45,443
Capital reserves	337,780
Water quality	1,252,533
Bridge Park	27,931
Other purposes	301
Unrestricted	4,790,977
Total net position	\$ 13,951,634

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

**Town of Sylva, North Carolina**  
**Statement of Activities**  
**For the Year Ended June 30, 2018**

**Exhibit 2**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government  Governmental Activities
<b>Primary government:</b>					
Governmental Activities:					
General government	\$ 564,538	\$ 22,081	\$ 65,164	\$ -	\$ (477,293)
Public safety	1,580,181	7,217	328,336	-	(1,244,628)
Transportation	639,966	-	-	74,231	(565,735)
Economic and physical development	13,129	-	122	-	(13,007)
Environmental protection	92,211	1,862	-	-	(90,349)
Culture and recreation	156,080	6,490	200	29,236	(120,154)
Public works	8,089	-	-	-	(8,089)
Interest and fiscal charges	31,279	-	-	-	(31,279)
<b>Total primary government</b>	<b>\$ 3,085,473</b>	<b>\$ 37,650</b>	<b>\$ 393,822</b>	<b>\$ 103,467</b>	<b>\$ (2,550,534)</b>
General revenues:					
Taxes:					
Property taxes, levied for general purpose					1,866,191
Other taxes and licenses					1,470
Grants and contributions not restricted to specific programs					1,272,002
Unrestricted investment earnings					81,921
Miscellaneous, unrestricted					56,205
Gain on disposal of assets					45,023
<b>Total general revenues</b>					<b>3,322,812</b>
Change in net position					772,278
Net position, beginning (previously reported)					13,415,775
Restatement					(236,419)
Net position, beginning (as restated)					13,179,356
Net position, ending					<b>\$ 13,951,634</b>

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

**Town of Sylva, North Carolina**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2018**

	<u>Major Funds</u>			<b>Total Governmental Funds</b>
	<b>General Fund</b>	<b>Fisher Creek Fund</b>	<b>Other Non- Major Funds</b>	
<b>Assets</b>				
Current assets:				
Cash and cash equivalents	\$ 4,016,360	\$ 3,220,522	\$ 112,647	\$ 7,349,529
Receivables, net:				
Taxes	50,948	-	-	50,948
Accounts	2,650	-	-	2,650
Due from other governments	246,244	-	1,031	247,275
Restricted cash and cash equivalents	461,654	-	-	461,654
Total current assets	<u>4,777,856</u>	<u>3,220,522</u>	<u>113,678</u>	<u>8,112,056</u>
Other assets				
Real estate held for resale	-	-	52,435	52,435
Note receivable	-	-	20,103	20,103
Total assets	<u>\$ 4,777,856</u>	<u>\$ 3,220,522</u>	<u>\$ 186,216</u>	<u>\$ 8,184,594</u>
<b>Liabilities</b>				
Current liabilities:				
Accounts payable	\$ 936	\$ -	\$ -	\$ 936
Accrued liabilities	32,560	-	-	32,560
Total current liabilities	<u>33,496</u>	<u>-</u>	<u>-</u>	<u>33,496</u>
Longterm liabilities:				
Unearned revenue	-	-	20,103	20,103
Total liabilities	<u>33,496</u>	<u>-</u>	<u>20,103</u>	<u>53,599</u>
<b>Deferred Inflows of Resources</b>				
Property taxes receivable	50,948	-	-	50,948
Prepaid licenses	2,970	-	-	2,970
Prepaid taxes	4,763	-	-	4,763
Total deferred inflows of resources	<u>58,681</u>	<u>-</u>	<u>-</u>	<u>58,681</u>
<b>Fund Balances</b>				
Restricted for:				
Stabilization by state statute	248,894	-	-	248,894
Streets	45,443	-	-	45,443
Capital reserve for fire department	122,563	-	-	122,563
Capital reserve for general operations	215,217	-	-	215,217
Economic development	-	-	65,836	65,836
Water quality	-	1,252,533	-	1,252,533
Bridge Park	27,931	-	-	27,931
Cultural	-	-	301	301
Committed				
Sidewalks	-	-	93,976	93,976
Conservation	-	1,717,989	-	1,717,989
Assigned				
Subsequent year's expenditures	264,100	250,000	6,000	520,100
Other postemployment benefits	557,819	-	-	557,819
LEO separation allowance	126,186	-	-	126,186
Unassigned	3,077,526	-	-	3,077,526
Total fund balances	<u>4,685,679</u>	<u>3,220,522</u>	<u>166,113</u>	<u>8,072,314</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 4,777,856</u>	<u>\$ 3,220,522</u>	<u>\$ 186,216</u>	<u>\$ 8,184,594</u>

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

**Town of Sylva, North Carolina**  
**Reconciliation of the Governmental Funds Balance Sheet to the**  
**Statement of Net Position**  
**June 30, 2018**

Amounts reported for governmental activities in the statement of net position (Exhibit 1) are different because:

Total Fund Balance, Governmental Funds	\$ 8,072,314
Capital assets used in governmental activities are not financial resources and therefore are not reported in funds	8,423,579
Accrued interest receivable on advalorem taxes receivable	12,539
Deferred outflows of resources related to pensions are not reported in the funds	243,447
Deferred outflows of resources related to OPEB are not reported in the funds	25,667
Liabilities for earned revenues considered deferred inflows of resources in fund statements	
Property taxes receivable	50,948
Notes receivable	20,103
Long-term liabilities used in governmental activities are not financial uses and therefore are not reported in the funds	
Net pension liability	(274,988)
Total pension liability	(423,012)
OPEB liability	(768,939)
Accrued interest on long-term debt	(4,117)
Long-term debt	(1,340,789)
Deferred inflows of resources related to pensions are not reported in the funds	(45,770)
Deferred inflows of resources related to OPEB are not reported in the funds	(39,348)
Net position of governmental activities	<u><u>\$ 13,951,634</u></u>

The accompanying notes are an integral part of these financial statements.

**Town of Sylva, North Carolina**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Governmental Funds**  
**For the Year Ended June 30, 2018**

**Exhibit 4**

	<u>Major Funds</u>			<b>Total Governmental Funds</b>
	<b>General Fund</b>	<b>Fisher Creek Fund</b>	<b>Other Non- Major Funds</b>	
<b>Revenues:</b>				
Ad valorem taxes	\$ 1,873,772	\$ -	\$ -	\$ 1,873,772
Other taxes and licenses	1,105	-	-	1,105
Unrestricted intergovernmental revenues	1,618,854	382	-	1,619,236
Restricted intergovernmental revenues	178,153	-	-	178,153
Permits and fees	23,112	-	-	23,112
Investment earnings	47,190	34,371	360	81,921
Miscellaneous	42,212	596	1,231	44,039
<b>Total revenues</b>	<b>3,784,398</b>	<b>35,349</b>	<b>1,591</b>	<b>3,821,338</b>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	571,592	-	-	571,592
Public safety	1,398,674	-	-	1,398,674
Transportation	652,259	-	10,000	662,259
Economic and physical development	11,955	9,649	-	21,604
Environmental protection	89,968	-	-	89,968
Public works	8,089	-	-	8,089
Culture and recreation	124,887	-	-	124,887
<b>Debt service:</b>				
Principal	241,774	-	-	241,774
Interest and fees	33,713	-	-	33,713
<b>Total expenditures</b>	<b>3,132,911</b>	<b>9,649</b>	<b>10,000</b>	<b>3,152,560</b>
Revenues over (under) expenditures	651,487	25,700	(8,409)	668,778
<b>Other financing sources (uses):</b>				
Proceeds from disposal of assets	48,217	-	-	48,217
Transfers from other funds	-	-	-	-
Transfers to other funds	-	-	-	-
<b>Total other financing sources (uses)</b>	<b>48,217</b>	<b>-</b>	<b>-</b>	<b>48,217</b>
Net change in fund balance	699,704	25,700	(8,409)	716,995
<b>Fund balances</b>				
Beginning of year, July 1	3,985,975	3,194,822	174,522	7,355,319
End of year, June 30	\$ 4,685,679	\$ 3,220,522	\$ 166,113	\$ 8,072,314

The accompanying notes are an integral part of these financial statements.

**Town of Sylva, North Carolina** **Exhibit 4**  
**Reconciliation of the Statement of Revenues, Expenditures, and**  
**Changes in Fund Balance of the Governmental Fund to the Statement of Activities**  
**For the Year Ended June 30, 2018**

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

Net changes in fund balances - governmental fund	\$ 716,995
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	
Capital outlay expenditures which were capitalized	316,986
Depreciation expense for governmental assets	(459,744)
Net book value of assets disposed	(3,194)
Deferred outflows of resources related to pensions are not reported in the funds.	
	(84,058)
Deferred outflows of resources related to OPEB are not reported in the funds.	
	25,667
Payments received on long-term note receivable	(1,031)
Change in accrued interest receivable	793
Earned revenues considered deferred inflows of resources in the fund statements	(8,371)
Long-term liabilities used in governmental activities are not financial uses and therefore are not reported in the funds	
Repayment of long-term debt	241,104
Accrued interest payable	852
Compensated absences	12,039
Net pension liability	87,293
Total pension liability	(8,988)
OPEB liability	(12,682)
Deferred inflows of resources related to pensions are not reported in the funds.	
	(12,035)
Deferred inflows of resources related to OPEB are not reported in the funds.	
	(39,348)
Total change in net position of governmental activities	\$ 772,278

The accompanying notes are an integral part of these financial statements.

**Town of Sylva, North Carolina**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances-Budget and Actual**  
**General Fund and Major Special Revenue Funds**  
**For the Year Ended June 30, 2018**

**Exhibit 5**

	<b>General Fund</b>			<b>Variance with Final Budget Positive (Negative)</b>
	<b>Budget</b>		<b>Actual Amounts</b>	
	<b>Original</b>	<b>Final</b>		
<b>Revenues:</b>				
Ad valorem taxes	\$ 1,756,365	\$ 1,766,865	\$ 1,873,772	\$ 106,907
Other tax and licenses	1,000	1,000	1,105	105
Unrestricted intergovernmental revenues	1,419,438	1,440,684	1,618,854	178,170
Restricted intergovernmental revenues	122,500	265,083	178,153	(86,930)
Permits and fees	22,500	22,500	23,112	612
Investment earnings	10,700	10,800	46,212	35,412
Miscellaneous	22,150	30,628	42,212	11,584
<b>Total revenues</b>	<b>3,354,653</b>	<b>3,537,560</b>	<b>3,783,420</b>	<b>245,860</b>
<b>Expenditures:</b>				
General government	658,630	767,038	571,592	195,446
Public safety	1,488,755	1,564,821	1,398,674	166,147
Transportation	598,050	697,026	652,259	44,767
Economic and physical development	14,275	14,275	11,955	2,320
Environmental protection	100,150	100,770	89,968	10,802
Public works	8,000	8,100	8,089	11
Culture and recreation	71,600	152,700	124,887	27,813
<b>Debt service:</b>				
Principal	241,110	241,110	241,774	(664)
Interest and fees	34,083	34,083	33,713	370
<b>Total expenditures</b>	<b>3,214,653</b>	<b>3,579,923</b>	<b>3,132,911</b>	<b>447,012</b>
Revenues over (under) expenditures	140,000	(42,363)	650,509	692,872
<b>Other financing sources (uses):</b>				
Proceeds from sale of assets	18,000	33,080	48,217	15,137
Transfers from other funds	-	25,000	25,000	-
Transfers to other funds	-	(169,409)	(229,292)	(59,883)
Appropriated fund balance	(158,000)	153,692	-	(153,692)
<b>Total other financing sources (uses):</b>	<b>(140,000)</b>	<b>42,363</b>	<b>(156,075)</b>	<b>(198,438)</b>
<b>Net change in fund balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>494,434</b>	<b>\$ 494,434</b>
<b>Fund balances</b>				
Beginning of year, July 1			3,802,965	
End of year, June 30			<u>\$ 4,297,399</u>	
<b>Legally budgeted Capital Reserve and Fire Department Capital Reserve funds are consolidated in the General Fund for reporting purposes:</b>				
Investment earnings			978	
Transfers to the general fund			(25,000)	
Transfers from the general fund			229,292	
			<u>205,270</u>	
Fund balance, beginning			183,010	
Fund balance, ending (Exhibit 4)			<u>\$ 4,685,679</u>	

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



**Fisher Creek**

	<u>Budget</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		<u>(Negative)</u>
Revenues:				
Ad valorem taxes	\$ -	\$ -	\$ -	\$ -
Other tax and licenses	-	-	-	-
Unrestricted intergovernmental revenues	-	-	382	382
Restricted intergovernmental revenues	-	-	-	-
Permits and fees	-	-	-	-
Investment earnings	10,000	10,000	34,371	24,371
Miscellaneous	-	-	596	596
Total revenues	<u>10,000</u>	<u>10,000</u>	<u>35,349</u>	<u>25,349</u>
Expenditures:				
General government	-	-	-	-
Public safety	-	-	-	-
Transportation	-	-	-	-
Economic and physical development	-	-	-	-
Environmental protection	10,000	275,000	9,649	265,351
Public works	-	-	-	-
Culture and recreation	-	-	-	-
Debt service:	-	-	-	-
Principal	-	-	-	-
Interest and fees	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues over (under) expenditures	<u>10,000</u>	<u>275,000</u>	<u>9,649</u>	<u>265,351</u>
	-	(265,000)	25,700	290,700
Other financing sources (uses):				
Proceeds from sale of assets				
Transfers from other funds	-	-	-	-
Transfers to other funds	-	-	-	-
Appropriated fund balance	-	265,000	-	(265,000)
Total other financing sources (uses):	<u>-</u>	<u>265,000</u>	<u>-</u>	<u>(265,000)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ -</u>	25,700	<u>\$ 25,700</u>
Fund balances				
Beginning of year, July 1			<u>3,194,822</u>	
End of year, June 30			<u>\$ 3,220,522</u>	

**Town of Sylva, North Carolina**  
**Notes to Financial Statements**  
**For the Fiscal Year Ended June 30, 2018**

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

The accounting policies of the Town of Sylva, North Carolina (the Town) conform to accounting principles generally accepted in the United States of America as applicable to governments. The following is a summary of the more significant accounting policies:

**A. Reporting Entity**

The Town is a municipal corporation, which is governed by an elected mayor and a five-member board of commissioners. As required by accounting principles generally accepted in the United States of America, 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 and its component unit. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions.

The Statement of Activities presents a comparison between direct expenses and program revenues 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 particular 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, are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as non-major funds.

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 grants, and various other taxes and licenses. The primary expenditures are for public safety, transportation, and general government services. The Town also has two separate capital reserve funds that are consolidated with the general fund in accordance with the guidance of GASB 54.

**Fisher Creek Special Revenue Fund.** This fund was established to account for revenues and expenses associated with the conservation easement for the Fisher Creek Watershed Property.

The Town reports the following non-major governmental funds:

**Revolving Loan Special Revenue Fund.** This fund was established to provide low interest loans to businesses that will in turn, generate employment and economic growth. The fund was established with moneys from the Urban Development Assistance Grant (UDAG) Special Revenue Fund. The fund sustains itself through the repayment of the loans and interest.

**Public Art Special Revenue Fund.** This fund was established to enhance and enrich the culture of the Town through public art.

**Sidewalk Special Revenue Fund.** This fund was established to account for the financial resources to be used for sidewalk improvements.

### **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 Financial Statements.* The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. 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 taxes.

*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 accrued vacation, 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.

The Town considers all revenues available if they are collected within 60 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 Sylva because the tax is levied by Jackson 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. Grant revenues which are unearned at year-end are recorded as unearned 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 are 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 by general revenues.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. The Town has elected not to follow subsequent private-sector guidance.

#### **D. Budgetary Data**

The Town's budget is adopted as required by the North Carolina General Statutes. An annual budget is adopted for the General fund, the Revolving Loan Special Revenue fund, and the Fisher Creek Special Revenue fund. All annual appropriations lapse at the fiscal-year end. Project ordinances are adopted for all other project specific Special Revenue and Capital Project Funds. All budgets are prepared using the modified accrual basis of accounting. Expenditures may not legally exceed appropriations at the departmental level for all annually budgeted funds. Amendments are required for any revisions that alter total expenditures of any fund or that change functional appropriations. The governing board must approve any revision of the original budget. During the year, several amendments to the original budget were necessary. 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**

*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 may designate, as an official depository, any bank or saving 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.

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 nonguaranteed federal agencies; certain high quality issues of commercial paper and bankers' acceptances; and the North Carolina Cash Management Trust (NCCMT), an SEC-registered (2a-7) money market mutual fund. The Town's investments are reported at fair value. Non-participating interest earning contracts are accounted for at cost. The NCCMT- Government Portfolio, a SEC-registered (2a-7) external investment pool, is measured at amortized cost, which is the NCCMT's share price. The NCCMT- Term Portfolio's securities are valued at fair value.

*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.

*Restricted Cash:* The cash and cash equivalent balances for both the Capital Reserve Fund and the Fire Department Capital Reserve Fund are classified as restricted as their use has been restricted to capital needs. The Bridge Park fund cash is restricted as its use was restricted by the original donor to the fund. Powell Bill funds are also 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.

Town of Sylva Restricted Cash	
Governmental Activities	
General Fund	
Streets	\$ 45,443
Capital Reserve for Fire Department	122,563
Capital Reserve for General Operations	265,717
Bridge Park	27,931
Total Restricted Cash - Governmental Activities	\$ 461,654

*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, 2017.

*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.

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

*Capital Assets:* It is the policy of the Town to capitalize all capital assets costing more than \$5,000. Donated capital assets received prior to June 15, 2015 are recorded at their estimated fair value at the date of donation. Donated capital assets received after June 15, 2015 are recorded at acquisition value. All other purchased or constructed capital assets are reported at cost or estimated historical cost. 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
Building	50 years
Other improvements	10-20 years
Equipment	5-15 years
Vehicles and motorized equipment	5-15 years
Infrastructure	20-50 years

*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 two items that meets this criterion, pension and OPEB deferrals for the 2018 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 – prepaid taxes, prepaid licenses, property taxes receivable, OPEB and pension deferrals.

*Long-Term Obligations:* In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities statement of net position.

In the fund financial statements, governmental fund types recognize the face amount of debt issued as other financing sources.

*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 statements an expense and liability for compensated absences and the salary-related payments are recorded as the leave is earned. The Town has assumed a last-in, first-out method of using accumulated time, assuming that employees are taking leave time as it is earned.

The Town’s sick leave policy provides for an unlimited accumulation of earned sick. Sick leave does not vest, but 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.

*Net Position:* Net position in government-wide financial statements is 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 statutes.

*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.

**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** – portion of fund balance that is restricted by State Statute (G.S. 159-8(a)).

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.

Restricted for Capital Reserve for Fire Department – the portion of fund balance restricted by the Board for the fire department capital needs.

Restricted for Capital Reserve for General Operations – the portion of fund balance restricted by the Board for Town capital needs.

Restricted for Economic Development – the portion of fund balance restricted for economic development. This amount is in the Revolving Loan Fund.

Restricted for water quality – Fisher Creek – portion of fund balance that is restricted for water quality related to the Fisher Creek conservation easement. This amount represents 40% of the initial grant less expenditures up to year end.

Restricted for Bridge Park – portion of fund balance that is restricted by revenue source for Bridge Park.

Restricted for cultural – portion of fund balance that is restricted by revenue source for the Public Art Fund.

Committed Fund Balance – portion of fund balance that can only be used for specific purposes by majority vote by quorum of the Town’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 conservation – the portion of fund balance received for the conservation easement at Fisher Creek.

Committed for sidewalks – Sidewalk Special Revenue Fund – portion of fund balance that is restricted by the Board for sidewalk improvement project.

Assigned Fund Balance – portion of fund balance that the Town 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. The governing body approves the appropriations; however the budget ordinance authorizes the manager to modify the appropriations between objects of expenditures within a department without limitations. The authority also permits the transfer of amounts up to \$2,000 between departments with an official report provided to the board at their next meeting.

Other postemployment benefits – portion of fund balance that is appropriated for other postemployment benefits for retirees.

LEO separation allowance – portion of fund balance that is appropriated for law enforcement officers’ special separation allowance.

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

The Town has adopted 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 40% of budgeted expenditures. In addition, the Town has set a target goal of maintaining an average available fund balance for similar sized municipalities. Once this goal is met, the Board may transfer funds to the general fund capital reserve.

*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 Sylva's employer contributions are recognized when due and the Town of Sylva has a legal requirement to provide the contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of LGERS. Investments are reported at fair value.

## **Note 2 – Detail Notes on All Funds**

### **A. Assets**

#### **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 unit'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 their 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. 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.

On June 30, 2018, the Town's deposits had a carrying amount of \$3,330,202 and a bank balance of \$3,385,230. Of this balance, 256,406 was covered by federal depository insurance and \$3,128,823 was covered by collateral held under the Pooling Method. The Town also has cash on hand of \$300 at June 30, 2018.



## **Investments**

At June 30, 2018, the Town's investment balances were as follows:

<b><u>Investments by Type</u></b>	<b><u>Valuation Measurement Method</u></b>	<b><u>Book Value at June 30, 2018</u></b>	<b><u>Maturity</u></b>	<b><u>Rating</u></b>
NC Capital Management Trust - Government Portfolio	Amortized Cost	\$ 613,693	N/A	AAAm
NC Capital Management Trust - Term Portfolio	Fair Value Level 1	<u>3,866,988</u>	0.09 years *	Unrated
		<u>\$ 4,480,681</u>		

\* This is the duration for the Term Portfolio

All investments are measured using the market approach: using prices and other relevant information generated by market transactions involving identical or comparable assets or a group of assets.

Level of fair value hierarchy: Level 1 debt securities valued using directly observable, quoted prices (unadjusted) in active markets for identical assets.

*Interest Rate Risk.* The Town has no formal investment policy regarding interest rate risk.

*Credit risk.* The Town has no formal policy regarding credit risk, but has internal management procedures that limits the Town's investments to the provisions of G.S. 159-30 and restricts the purchase of securities to the highest possible ratings whenever particular types of securities are rated. The Town's investment in the NC Capital Management Trust Government Portfolio carried a credit rating of AAAm by Standard & Poor's as of June 30, 2018. The Town's investment in the NC Capital Management Trust Term Portfolio 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.

## **Receivables – Allowances for Doubtful Accounts**

The amounts in the Balance Sheet and the Statement of Net Position for receivables are net of the following allowances for doubtful accounts:

General Fund - Taxes receivable	<u>\$ 32,000</u>
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## **Note Receivable**

A note receivable representing a loan made to one company from Urban Development Action Grant revenues went into default during the 2012 year. The receivable was collateralized by a deed of trust on the Company's property and by a security interest in machinery, equipment, furniture and fixtures acquired for use in the business. The Town and Jackson County had equal interest in the collateral. Foreclosure occurred against the collateral in January 2012.

On February 14, 2013, the Town and County sold the collateral assets, excluding the land, to Balsam West Fibernet, LLC for a cash down payment of \$25,000 and a promissory note of \$50,000. The terms of the note provide for sixty monthly payments of \$833, beginning February 14, 2018. The Town's share is 50% of the proceeds of the sale. The Town received \$12,500 of the down payment and recorded a long-term

note receivable for \$25,000. In the fund financial statements, the Town recognizes the cash received as income. Payments received during fiscal year 2018 totaled \$1,031. In the government-wide statements, at year end, the balance in the receivable, net of current year payments, was \$20,103.

**Capital Assets**

Capital asset activity for the Town for the year ended June 30, 2018 was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Governmental Activities:				
Capital Assets Not Being Depreciated:				
Land	\$ 1,777,034	\$ -	\$ -	\$ 1,777,034
 Total capital assets not being depreciated	 1,777,034	 -	 -	 1,777,034
Capital Assets Being Depreciated:				
Buildings	4,990,733	-	-	4,990,733
Other improvements	459,948	75,221	-	535,169
Computer Equipment	8,165	-	3,538	4,627
Equipment	1,117,498	-	56,517	1,060,981
Vehicles and motorized equipment	2,745,867	105,202	84,863	2,766,206
Infrastructure	2,923,333	136,564	-	3,059,897
 Total capital assets being depreciated	 12,245,544	 316,987	 144,918	 12,417,613
Less Accumulated Depreciation For:				
Buildings	1,272,618	102,102	-	1,374,720
Other improvements	341,468	20,312	-	361,780
Computer Equipment	8,165	-	3,538	4,627
Equipment	875,918	32,159	53,324	854,753
Vehicles and motorized equipment	1,396,326	210,767	84,863	1,522,230
Infrastructure	1,558,554	94,404	-	1,652,958
 Total accumulated depreciation	 5,453,049	 459,744	 141,725	 5,771,068
 Total capital assets being depreciated, net	 6,792,495			 6,646,545
 Governmental Activities Capital Assets, Net	 <u>\$ 8,569,529</u>			 <u>\$ 8,423,579</u>

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

General government	\$ 64,848
Public safety	246,531
Transportation	133,581
Environmental protection	-
Culture and recreation	14,784
Total depreciation expense	<u>\$ 459,744</u>

## **B. Liabilities**

### **Pension Plan Obligations**

#### **Local Governmental Employees' Retirement System**

*Plan Description.* The Town of Sylva 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 serve 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, by calling (919) 981-5454, or at [www.osc.nc.gov](http://www.osc.nc.gov).

*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 Sylva 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 Sylva's contractually required contribution rate for the year ended June 30,

2018, was 8.25% of compensation for law enforcement officers and 7.57% for general employees, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year. Contributions to the pension plan from the Town of Sylva were \$90,387 for the year ended June 30, 2018.

*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, 2018, the Town reported a liability of \$274,988 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2017. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2016. The total pension liability was then rolled forward to the measurement date of June 30, 2017 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, 2017, the Town’s proportion was 0.01800%, which was an increase of 0.00093% from its proportion measured as of June 30, 2016.

For the year ended June 30, 2018, the Town recognized pension expense of \$90,169. At June 30, 2018, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 15,841	\$ 7,784
Changes of assumptions	39,272	-
Net difference between projected and actual earnings on pension plan investments	66,768	-
Changes in proportion and differences between Town contributions and proportionate share of contributions	3,275	8,909
Town contributions subsequent to the measurement date	90,387	-
Total	<u>\$ 215,543</u>	<u>\$ 16,693</u>

\$90,387 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, 2019. 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>	
2019	\$ 10,809
2020	78,052
2021	39,277
2022	(19,675)
2023	-
Thereafter	-
	\$ 108,463

*Actuarial Assumptions.* The total pension liability in the December 31, 2016 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	7.20 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, 2016 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.

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, 2017 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 2017 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.

*Discount rate.* The discount rate used to measure the total pension liability was 7.20%. 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 calculated using the discount rate of 7.20 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 (6.20 percent) or one percentage point higher (8.20 percent) than the current rate:

	<u>1% Decrease (6.20%)</u>	<u>Discount Rate (7.20%)</u>	<u>1% Increase (8.20%)</u>
Town's proportionate share of the net pension liability (asset)	\$ 825,527	\$ 274,988	\$ (184,534)

*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.

### **Law Enforcement Officers Special Separation Allowance**

**Plan Description.** The Town of Sylva 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 0.85 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.

All full-time Town law enforcement officers are covered by the Separation Allowance.

At December 31, 2016, the Separation Allowance’s membership consisted of:

Retirees receiving benefits	1
Terminated plan members entitled to but not yet receiving benefits	-
Active plan members	<u>15</u>
Total	<u>16</u>

***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.

***Actuarial Assumptions***

The entry age actuarial cost method was used in the December 31, 2016 valuation. The total pension liability in the December 31, 2016 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	3.16 percent

The discount rate is based on the S&P Municipal Bond 20 year high grade rate index as of December 31, 2017.

Mortality rates are based on the RP-2014 Mortality tables with adjustments for mortality improvements based on Scale AA.

***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 the General Fund. The Town did not pay any benefits for the reporting period.

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

At June 30, 2018, the Town reported a total pension liability of \$423,012. The total pension liability was measured as of December 31, 2017 based on a December 31, 2016 actuarial valuation. The total pension liability was then rolled forward to the measurement date of December 31, 2017 utilizing update procedures incorporating the actuarial assumptions. For the year ended June 30, 2018, the Town recognized pension expense of \$29,069.

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ -	\$ 23,112
Changes of assumptions	18,548	5,965
Town benefit payments and plan administrative expense made subsequent to the measurement date	9,356	-
Total	<u>\$ 27,904</u>	<u>\$ 29,077</u>

\$9,356 reported as deferred outflows of resources related to pensions resulting from benefit payments made and administrative expenses incurred subsequent to the measurement date to be recognized as a decrease of the total pension liability in the year ended June 30, 2019. Other amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

**Year ended June 30:**

2019	\$ (2,454)
2020	(2,454)
2021	(2,454)
2022	(2,391)
2023	(776)
Thereafter	-

\$9,356 paid as benefits came due subsequent to the measurement date are reported as deferred outflows of resources.

*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 3.86 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 (2.16 percent) or 1-percentage-point higher (4.16 percent) than the current rate:

	<b>1% Decrease (2.16%)</b>	<b>Discount Rate (3.16%)</b>	<b>1% Increase (4.16%)</b>
Total pension liability	<u>\$ 455,618</u>	<u>\$ 423,012</u>	<u>\$ 393,341</u>



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

	<b>2018</b>
Beginning balance	\$ 414,024
Service Cost	15,870
Interest on the total pension liability	15,653
Changes of benefit terms	-
Differences between expected and actual experience in the measurement of the total pension liability	(27,907)
Changes of assumptions or other inputs	22,396
Benefit payments	(17,024)
Other changes	-
Ending balance of the total pension liability	\$ 423,012

The plan currently uses mortality tables that vary by age, 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, 2016 valuation were based on the results of an actuarial experience study for the period January 1, 2010 through December 31, 2014.

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

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

	<b>LGERS</b>	<b>LEOSSA</b>	<b>Total</b>
Pension Expense	\$ 90,169	\$ 29,069	\$ 119,238
Pension Liability	274,988	423,012	698,000
Proportionate share of the net pension liability	0.01800%	n/a	
<b>Deferred of Outflows of Resources</b>			
Differences between expected and actual experience	15,841	-	15,841
Changes of assumptions	39,272	18,548	57,820
Net difference between projected and actual earnings on plan investments	66,768	-	66,768
Changes in proportion and differences between contributions and proportionate share of contributions	3,275	-	3,275
Benefit payments and administrative costs paid subsequent to the measurement date	90,387	9,356	99,743
<b>Deferred of Inflows of Resources</b>			
Differences between expected and actual experience	7,784	23,112	30,896
Changes of assumptions	-	5,965	5,965
Changes in proportion and differences between contributions and proportionate share of contributions	8,909	-	8,909

## **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 28699-1410, 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 5% of each officer's salary and up to 5% for participating general employees, and all amounts contributed are vested immediately. Also, the general employees and law enforcement officers may make voluntary contributions to the plan.

The Town made contributions of \$31,553 for law enforcement and \$24,131 for general employees for the reporting year. No amounts were forfeited.

## **Firemen's and Rescue Squad Workers' Pension Fund (FRSWPF)**

Plan members of the FRSWPF are required to contribute \$10 per month to the plan. All members of the Town's fire department are volunteer. The Town makes the plan member required contributions on January 1<sup>st</sup> of each year for the active fire department roster. Total contributions for fiscal year 2018 were \$3,020.

## **Other Postemployment Benefits**

### **Healthcare Benefits**

*Plan Description.* Under the terms of a Town resolution, the Town administers a single-employer defined benefit Healthcare Benefits Plan (the HCB Plan). The Town Board has the authority to establish and amend the benefit terms and financing requirements. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement 75.

*Benefits Provided.* Town employees who retire from the North Carolina Local Government employee's Retirement System (NCLGERS) and meet the following service requirements by the Town are eligible to receive premium reimbursement for healthcare coverage obtained outside of the Town's healthcare plan.

Employees hired before July 1, 2015 must meet one of the following:

- 1) Attain age 60 and have at least 10 years of continuous service with the Town, or
- 2) Have at least 30 years of continuous service with the Town at any age, or
- 3) Have at least 10 years of continuous service with the Town and qualify for disability retirement with NCLGERS, or
- 4) Retire at age 55 or over as a sworn law enforcement officer with the Town with at least 10 years of continuous service to the Town.

Employees hired on or after July 1, 2015 must meet one of the following:

- 1) Attain age 60 and accumulation of 20 years of cumulative vesting service with the Town, or
- 2) Any age and have at least 30 years of cumulative vesting service with NCLGERS, with 20 of the 30 vesting years with the Town, or
- 3) Have at least 15 years of cumulative vesting service with the Town and qualify for disability retirement with NCLGERS, or
- 4) Retire at age 55 or over as a sworn law enforcement officer with the Town with at least 20 years of cumulative vesting service with the Town.

The Town will cover the full cost of the eligible retiree's health premium until the retiree reaches age 65, or becomes eligible for Medicare. No dependent coverage is available. A separate report was not issued for the plan.

Membership of the HCB Plan consisted of the following at June 30, 2017, the date of the latest actuarial valuation:

Retirees and dependents receiving benefits	1
Terminated plan members entitled to but not yet receiving benefits	-
Active plan members	24
Total	25

**Total OPEB Liability**

The Town's total OPEB liability of \$768,939 was measured as of June 30, 2017 and was determined by an actuarial valuation as of that date.

*Actuarial assumptions and other inputs.* The total OPEB liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement unless otherwise specified:

Inflation	3.0 percent
Salary increases	General employees – 3.50% - 7.75% Law Enforcement Officers – 3.50% - 7.35%
Discount rate	3.56 percent
Healthcare cost trend rates	7.50% for 2017, decreasing to an ultimate rate of 5.00% by 2023

The discount rate is based on the June average of the Bond Buyer General Obligation 20-year Municipal Bond Index published weekly by The Bond Buyer as of the measurement date.

## Changes in the Total OPEB Liability

	<u>Total OPEB Liability</u>
<b>Balance at July 1, 2016</b>	\$ 756,257
<b>Changes for the year</b>	
Service cost	50,033
Interest	22,443
Changes of benefit terms	-
Differences between expected and actual experience	6,133
Changes in assumptions or other inputs	(44,491)
Benefit payments	(21,436)
<b>Net changes</b>	<u>12,682</u>
<b>Balance at June 30, 2017</b>	<u>\$ 768,939</u>

Changes in assumptions and other inputs reflect a change in the discount rate from 3.01% to 3.56%.

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

The actuarial assumptions used in the June 30, 2017 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 (2.56 percent) or 1-percentage-point higher (4.56 percent) than the current discount rate:

	<u>1% Decrease (2.56%)</u>	<u>Discount Rate (3.56%)</u>	<u>1% Increase (4.56%)</u>
Total OPEB liability	\$ 852,108	\$ 768,939	\$ 695,323

*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 cost trend rates:

	<u>1% Decrease</u>	<u>Current</u>	<u>1% Increase</u>
Total OPEB liability	\$ 680,252	\$ 768,939	\$ 874,695

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

For the year ended June 30, 2018, the Town recognized OPEB expense of \$68,042. At June 30, 2018, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 5,424	\$ -
Changes of assumptions	-	39,348
Benefit payments and administrative costs made subsequent to the measurement date	20,243	-
<b>Total</b>	<b>\$ 25,667</b>	<b>\$ 39,348</b>

\$20,243 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, 2019. 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>	
2019	\$ (4,434)
2020	(4,434)
2021	(4,434)
2022	(4,434)
2023	(4,434)
Thereafter	(3,264)

### **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 consecutive month's salary during the 24 months prior to the employee's death, but the benefit may not exceed \$50,000 or be less than \$25,000. All death benefit payments are made from the Death Benefit Plan. The Town has no liability beyond the payment of the 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.

## **Deferred Outflows and Inflows of Resources**

Deferred outflows of resources is comprised of the following:

Source	Amount
Contributions to pension plan in current fiscal year	\$ 90,387
Benefit payments made and administrative expenses for LEOWSA made subsequent to measurement date	9,356
Benefit payments made and administrative expenses for OPEB made subsequent to measurement date	20,243
Difference between expected and actual experience	21,265
Change of assumptions	57,820
Change in proportion and differences between contributions and proportionate share of contributions	3,275
Net difference between projected and actual	66,768
Total	<u>\$ 269,114</u>

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

Source	Statement of Net Position	General Fund Balance Sheet
Property taxes receivable (General Fund)	\$ -	\$ 50,948
Prepaid licenses (General Fund)	2,970	2,970
Prepaid taxes (General Fund)	4,763	4,763
Changes in assumptions	45,313	
Differences between expected and actual experience	30,896	-
Changes in proportion and differences contributions and proportionate share of contributions	8,909	-
Total	<u>\$ 92,851</u>	<u>\$ 58,681</u>

## **Commitments**

At June 30, 2018, the Town has an outstanding commitment with an environmental consulting firm for a contract related to a watershed plan in the amount of \$45,860.

## **Risk Management**

The Town is exposed to various risks of loss related to torts; theft of, damages to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town carries commercial insurance for risk of loss. There have been no significant reductions in insurance coverage during the year. The Town of Sylva ABC Board 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 carried flood insurance with an annual aggregate limit of \$500,000, excluding the police station and town hall.

In accordance with G.S. 159-29, the Town's employees that have access to \$100 or more of the Town's funds at any given time are performance bonded through a commercial surety bond. The finance officer and

tax collector are each individually bonded for \$400,000. The remaining employees that have access to funds are bonded under a blanket bond for \$10,000.

**Long-Term Obligations**

*Installment Purchases* – In May 2009, the Town entered into a \$2,131,114 installment purchase contract with Branch Banking and Trust Company (BB&T) to finance the acquisition and construction of a Fire Department facility expansion. The financing contract requires semi-annual principal payments of \$71,037 that began in fiscal year 2010. On March 26, 2013, the Town modified the interest rate on this loan, reducing it from 3.89% to 2.49% for the remaining term. The note is collateralized by a deed of trust. On February 16, 2009, the Town entered into an inter-local cooperation agreement with Jackson County (the “County”) for the renovation, expansion and financing of improvements at the Sylva fire station. The County contracts and agrees to make an annual appropriation from its annual budget to the Town in an amount sufficient to fund the principal and interest payments on the installment purchase contract related to the Fire department facility expansion.

In January 2012, the Town entered into a \$379,840 installment purchase contract with Branch Banking and Trust Company (BB&T) to finance the purchase of a ladder truck for the fire department. The financing contract requires semi-annual principal payments of \$18,992. Interest is also payable semi-annually at a rate of 2.27%. The note is collateralized by the ladder truck

In April 2014, the Town entered into a \$263,230 installment purchase contract with Branch Banking and Trust Company (BB&T) to finance the purchase of a pumper truck for the fire department. The financing contract requires semi-annual payments of \$15,041 including interest at a rate of 2.62%. The note is collateralized by the pumper truck

In August 2016, the Town entered into a \$164,000 installment purchase contract with Branch Banking and Trust Company (BB&T) to finance the purchase of a garbage truck and backhoe for the public works department. The financing contract requires semi-annual payments of \$19,214 including interest at a rate of 1.86%. The note is collateralized by the garbage truck and backhoe.

The future minimum payments of all installment purchase contracts as of June 30, 2018, are as follows:

<b><u>Year Ending June 30,</u></b>	<b><u>Principal</u></b>	<b><u>Interest</u></b>
2019	\$ 242,459	\$ 28,649
2020	243,824	22,884
2021	245,156	1,708
2022	208,040	11,441
2023	170,794	6,518
2024	131,367	2,172
Total installment purchase payments	<u>\$ 1,241,640</u>	<u>\$ 73,372</u>

At June 30, 2018, the Town had an approximate legal debt margin of \$34.6 million.

**Changes in Long-Term Liabilities**

	Beginning Balances, as restated	Increase	Decreases	Ending Balances	Current Portion of Balance
<b>Governmental Activities:</b>					
Installment purchase contracts	\$ 1,482,744	\$ -	\$ 241,104	\$ 1,241,640	\$ 242,459
Compensated absences	111,188	20,433	32,472	99,149	-
Total pension liability (LEO)	414,024	26,012	17,024	423,012	-
Net pension liability (LGERS)	362,282		87,294	274,988	-
Total OPEB liability	756,257	34,118	21,436	768,939	-
	<u>\$ 3,126,495</u>	<u>\$ 80,563</u>	<u>\$ 399,330</u>	<u>\$ 2,807,728</u>	<u>\$ 242,459</u>

Compensated absences typically have been liquidated in the General fund.

**Net Investment in Capital Assets**

Net investment in capital assets at June 30, 2018, are computed as follows:

Capital assets, net of accumulated depreciation	\$ 8,423,579
Less capital debt	<u>1,241,640</u>
Capital assets, net of related debt	<u><u>\$ 7,181,939</u></u>

**Interfund Balances and Activity**

The interfund balances resulted from the time lag between the date that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

Transfers to/from other funds at June 30, 2018, consisted of the following:

From Revolving Loan Fund to Sidewalk Special Revenue Fund	<u>\$ 103,713</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 providing matching funds for various grant programs.

**Fund Balance**

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



Total Fund Balance - General Fund	<u>\$ 4,685,679</u>
Less:	
Stabilization by State Statute	248,894
Streets-Powell Bill	45,443
Appropriated Fund Balance in 2019 Budget	264,100
Capital reserve for fire department	122,563
Capital reserve for general operations	215,217
Other Postemployment Benefits	557,819
LEO Separation Allowance	126,186
Bridge Park	27,931
Fund Balance Policy	<u>1,418,064</u>
Remaining Fund Balance	<u><u>\$ 1,659,462</u></u>

The Town has adopted 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 40% of budgeted expenditures.

**Jackson County Alcoholic Beverage Control Board**

Effective May 1, 2014, the Town of Sylva ABC Board merged into a single board known as the Jackson County Alcoholic Beverage Control Board. Jackson County and the Town capitalized the new ABC system by providing an initial contribution of \$360,000. The County contributed \$216,000 and the Town contributed \$144,000. The distribution of the profits will be 60% to the County and 40% to the Town. The Town will be “held harmless” against a possible decline in profits from the merger by receiving a guaranteed distribution of at least \$160,000 annually. The County and the Town will review this guarantee at the end of five years to determine if it should continue.

**Transportation Improvement Project – Municipal Agreement**

On September 15, 2017, the Town and the North Carolina Department of Transportation (NCDOT) entered into a municipal agreement. The NCDOT plans to make certain street and highway construction and improvements within the Town. The improvements will be part of the State Highway System, owned and maintained by the NCDOT. The project has a total estimated cost of \$518,567, with the Town committed to a 20% local match in the amount of \$103,713. The Town has committed fund balance in the Sidewalk Special Revenue Fund. Total expenditures as of June 30, 2018 are \$10,000.

**Jointly Governed Organization**

**Joint Ventures**

The Town and the members of the Town’s fire department each appoint two members to the five-member local board of trustees for the Firemen’s Relief Fund. The State Insurance Commissioner appoints one additional member to the local board of trustees. The Firemen’s Relief Fund is funded by a portion of the fire and lightning insurance premiums that insurers remit to the State. The state passes these monies to the local board of the Firemen’s Relief Fund. The funds are used to assist fire fighters in various ways. The participating governments do not have any equity interest in the joint venture, so no equity has been reflected in the financial statements at June 30, 2018. The Firemen’s Relief Fund does not issue separate audited financial statements. Instead, the local board of trustees files an annual financial report with the State’s Firemen’s Association. This report can be obtained from the Association at 323 West Jones Street, Suite 401, Raleigh, North Carolina, 27603.

## **Summary Disclosure of Significant Contingencies**

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

The Town has received proceeds from several state and federal 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 monies 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 monies.

### **Litigation**

The Town is routinely involved in litigation related to tax foreclosures in the normal course of business. On March 2, 2015, a former employee filed a wrongful termination lawsuit against the Town. The case went to trial in May 2016, at which time the trial judge dismissed the plaintiff's case at the close of evidence. The plaintiff has filed a notice of appeal with the North Carolina Court of Appeals. In April 2018, the Court of Appeals remanded to the trial court for re-trial. In July 2018, the Town was successful in this action and no damages were awarded to the plaintiff. The plaintiff has filed another Notice of Appeal to the Court of Appeals. While the outcome of this litigation cannot be predicted with certainty at this time, the Town will continue to vigorously defend its position.

### **Change in Accounting Principles/Restatement**

The Town implemented Governmental Accounting Standards Board (GASB) No. Statement 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, in the fiscal year ending June 30, 2018. The implementation of the statement required the Town to record beginning total OPEB liability and the effects on net position of benefit payments and administrative expenses paid by the Town related to OPEB during the measurement period (fiscal year ending June 30, 2017). Beginning deferred outflows and inflows of resources associated with the implementation were excluded from the restatement. As a result, net position for the governmental activities decreased \$236,419.

### **Subsequent Events**

Subsequent events have been reviewed through November 8, 2018, which is the date the financial statements were available to be issued.

**REQUIRED SUPPLEMENTAL FINANCIAL DATA**

**Town of Sylva, North Carolina**  
**Schedule of Changes in the Total OPEB Liability and Related Ratios**  
**June 30, 2018**

	<b>2018</b>
<b>Total OPEB Liability</b>	
Service cost	\$ 50,033
Interest	22,443
Changes of benefit terms	-
Differences between expected and actual experience	6,133
Changes of assumptions	(44,491)
Benefits payments	(21,436)
<b>Net change in total OPEB liability</b>	12,682
<b>Total OPEB liability - beginning</b>	756,257
<b>Total OPEB liability - ending</b>	\$ 768,939
<b>Covered payroll</b>	\$ 975,419
<b>Total OPEB liability as a percentage of covered payroll</b>	78.83%

**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 the discount rates used in each period:

<b>Fiscal year</b>	<b>Rate</b>
2018	3.56%

**Town of Sylva, North Carolina**  
**Town of Sylva's Proportionate Share of Net Pension Liability (Asset)**  
**Required Supplementary Information**  
**Last Five Fiscal Years \***

**Local Government Employees' Retirement System**

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Sylva's proportion of the net pension liability (asset) (%)	0.01800%	0.01707%	0.01876%	0.01868%	0.01910%
Sylva's proportion of the net pension liability (asset) (\$)	\$ 274,988	\$ 362,281	\$ 84,194	\$(110,165)	\$230,228
Sylva's covered-employee payroll	\$1,048,443	\$1,049,438	\$1,003,334	\$ 957,295	\$920,293
Sylva's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	26.23%	34.52%	8.39%	( 11.51%)	25.02%
Plan fiduciary net position as a percentage of the total pension liability**	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 Sylva, North Carolina**  
**Town of Sylva's Contributions**  
**Required Supplementary Information**  
**Last Five Fiscal Years**

**Local Government Employees' Retirement System**

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required contribution	\$ 90,387	\$ 80,271	\$ 73,459	\$ 73,998	\$ 68,805
Contributions in relation to the contractually required contribution	90,387	80,271	73,459	73,998	68,805
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Sylva's covered-employee payroll	\$1,136,364	\$1,048,443	\$1,049,438	\$1,003,334	\$957,295
Contributions as a percentage of covered-employee payroll	7.95%	7.66%	7.00%	7.38%	7.19%

**Town of Sylva, North Carolina**  
**Schedule of Changes in Total Pension Liability**  
**Law Enforcement Officers' Special Separation Allowance**  
**June 30, 2018**

	<u>2018</u>	<u>2017</u>
Beginning balance	\$ 414,024	\$ 405,163
Service Cost	15,870	18,967
Interest on the total pension liability	15,653	14,191
Changes of benefit terms	-	-
Differences between expected and actual experience in the measurement of the total pension liability	(27,907)	-
Changes of assumptions or other inputs	22,396	(8,979)
Benefit payments	(17,024)	(15,318)
Other changes	-	-
Ending balance of the total pension liability	<u>\$ 423,012</u>	<u>\$ 414,024</u>

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

**Town of Sylva, North Carolina**  
**Schedule of Total Pension Liability as a Percentage of Covered Payroll**  
**Law Enforcement Officers' Special Separation Allowance**  
**June 30, 2018**

	<u>2018</u>	<u>2017</u>
Total pension liability	\$ 423,012	\$414,024
Covered payroll	641,241	656,335
Total pension liability as a percentage of covered payroll	65.97%	63.08%

Notes to the schedules:

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



**INDIVIDUAL FUND STATEMENTS AND SCHEDULES**

**Town of Sylva, North Carolina**  
**General Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**For the Year Ended June 30, 2018**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:			
Ad valorem taxes			
Taxes	\$ 1,759,565	\$ 1,864,599	\$ 105,034
Penalties and interest	7,300	9,173	1,873
Total ad valorem taxes	<u>1,766,865</u>	<u>1,873,772</u>	<u>106,907</u>
Other taxes and licenses:			
ABC licenses	<u>1,000</u>	<u>1,105</u>	<u>105</u>
Unrestricted intergovernmental revenues			
Local option sales tax	449,500	579,908	130,408
Excise tax on natural gas	4,500	8,109	3,609
Franchise tax	288,500	295,162	6,662
Beer and wine tax	11,500	11,881	381
Fire Department sales tax	4,000	9,198	5,198
Telecommunications sales tax	49,350	48,225	(1,125)
Cable franchise fees	15,500	15,233	(267)
Sales tax refund	10,500	17,649	7,149
Fire protection	325,601	320,377	(5,224)
Hold harmless	110,500	150,298	39,798
Solid waste disposal tax	1,800	1,862	62
ABC profit distribution	160,000	160,000	-
Substance tax distribution	9,433	952	(8,481)
Total	<u>1,440,684</u>	<u>1,618,854</u>	<u>178,170</u>
Restricted intergovernmental revenues			
Grants and contributions	172,583	85,261	(87,322)
ABC revenues for law enforcement	9,000	7,763	(1,237)
ABC revenues for education	12,000	10,898	(1,102)
Powell Bill allocation	71,500	74,231	2,731
Total	<u>265,083</u>	<u>178,153</u>	<u>(86,930)</u>

**Town of Sylva, North Carolina  
General Fund**

**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Year Ended June 30, 2018**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Permits and fees			
Building permits	\$ 5,000	\$ 5,350	\$ 350
Business registrations	5,500	5,905	405
Recreation fees	4,000	6,490	2,490
Parking fines	8,000	5,367	(2,633)
Total	<u>22,500</u>	<u>23,112</u>	<u>612</u>
Investment earnings	<u>10,800</u>	<u>46,212</u>	<u>35,412</u>
Miscellaneous			
Contributions	5,271	2,341	(2,930)
Main Street	14,000	17,987	3,987
Other miscellaneous	11,357	21,884	10,527
Total	<u>30,628</u>	<u>42,212</u>	<u>11,584</u>
Total revenues	<u>3,537,560</u>	<u>3,783,420</u>	<u>245,860</u>
Expenditures:			
General government:			
Governing body:			
Salaries and employee benefits	24,550	24,544	6
Operating expenditures	237,079	103,373	133,706
Professional services	62,200	36,390	25,810
Total	<u>323,829</u>	<u>164,307</u>	<u>159,522</u>
Administration:			
Salaries and employees benefits	215,930	215,066	864
Operating expenditures	57,884	38,200	19,684
Capital outlay	26,000	25,364	636
Total	<u>299,814</u>	<u>278,630</u>	<u>21,184</u>
Main Street:			
Salaries and employee benefits	51,100	51,100	-
Operating benefits	34,045	24,287	9,758
Total	<u>85,145</u>	<u>75,387</u>	<u>9,758</u>

**Town of Sylva, North Carolina**  
**General Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**For the Year Ended June 30, 2018**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Taxes:			
Collection fees	\$ 6,000	\$ 5,675	\$ 325
Facilities maintenance:			
Salaries and employee benefits	5,450	4,478	972
Operating benefits	46,800	43,115	3,685
Total	<u>52,250</u>	<u>47,593</u>	<u>4,657</u>
Total general government	<u>767,038</u>	<u>571,592</u>	<u>195,446</u>
Public safety:			
Police:			
Salaries and employee benefits	989,457	958,608	30,849
Operating expenditures	260,524	192,426	68,098
Capital outlay	35,315	35,315	-
Total	<u>1,285,296</u>	<u>1,186,349</u>	<u>98,947</u>
Fire:			
Salaries and employee benefits	35,540	31,899	3,641
Operating expenditures	206,311	142,752	63,559
Capital outlay	37,674	37,674	-
Total	<u>279,525</u>	<u>212,325</u>	<u>67,200</u>
Total public safety	<u>1,564,821</u>	<u>1,398,674</u>	<u>166,147</u>
Transportation:			
Streets and highways:			
Salaries and employee benefits	361,500	351,222	10,278
Operating expenditures	181,937	147,625	34,312
Capital outlay	153,589	153,412	177
Total transportation	<u>697,026</u>	<u>652,259</u>	<u>44,767</u>
Economic and physical development:			
Operating expenditures	14,275	11,955	2,320
Total economic and physical development	<u>14,275</u>	<u>11,955</u>	<u>2,320</u>

**Town of Sylva, North Carolina**

**General Fund**

**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Year Ended June 30, 2018**

	<b>Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
Environmental protection:			
Sanitation:			
Salaries and employees benefits	\$ 67,070	\$ 66,451	\$ 619
Operating expenditures	33,700	23,517	10,183
Total environmental protection	100,770	89,968	10,802
Public works:			
Cemetery:			
Contracted services	8,100	8,089	11
Culture and recreation:			
Parks and recreation:			
Salaries and employee benefits	23,150	21,323	1,827
Operating expenditures	43,450	39,593	3,857
Capital outlay	81,100	58,971	22,129
Library contribution	5,000	5,000	-
Total culture and recreation	152,700	124,887	27,813
Debt service:			
Principal	241,110	241,774	(664)
Interest and fees	34,083	33,713	370
Total debt service	275,193	275,487	(294)
Total expenditures	3,579,923	3,132,911	447,012

**Town of Sylva, North Carolina**  
**General Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**For the Year Ended June 30, 2018**

	<b>Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
Revenues over (under) expenditures	\$ (42,363)	\$ 650,509	\$ 692,872
Other financing sources (uses):			
Proceeds from disposal of assets	33,080	48,217	15,137
Transfers from other funds	25,000	25,000	-
Transfers to other funds	(169,409)	(229,292)	(59,883)
Appropriated fund balance	153,692	-	(153,692)
Total	42,363	(156,075)	(198,438)
Net change in fund balance	\$ -	494,434	\$ 494,434
Fund balances:			
Beginning year, July 1		3,802,965	
End of year, June 30		\$ 4,297,399	

**Town of Sylva, North Carolina**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**Capital Reserve Fund**  
**For the Year Ended June 30, 2018**

	<b>Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
Revenues:			
Investment earnings	\$ -	\$ 797	\$ 797
	-	797	797
Expenditures	-	-	-
Revenues over (under) expenditures	-	797	797
Other financing sources (uses):			
Transfers from general fund	165,088	165,088	-
Transfers to general fund	(190,088)	(25,000)	165,088
Appropriated fund balance	25,000	-	(25,000)
	-	140,088	140,088
Net change in fund balance	\$ -	140,885	\$ 140,885
Fund balance:			
Beginning year, July 1		124,832	
End of year, June 30		\$ 265,717	

**Town of Sylva, North Carolina**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**Fire Department Capital Reserve Fund**  
**For the Year Ended June 30, 2018**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:			
Investment earnings	\$ -	\$ 181	\$ 181
	-	181	181
Expenditures	-	-	-
Revenues over (under) expenditures	-	181	181
Other financing sources:			
Transfers from general fund	4,321	64,204	59,883
Transfers to general fund	(4,321)	-	4,321
Appropriated fund balance	-	-	-
	-	64,204	64,204
Net change in fund balance	<u>\$ -</u>	<u>64,385</u>	<u>\$ 64,385</u>
Fund balance:			
Beginning year, July 1		<u>58,178</u>	
End of year, June 30		<u>\$ 122,563</u>	



**Town of Sylva, North Carolina**  
**Combining Balance Sheet**  
**Non-Major Governmental Funds**  
**June 30, 2018**

	<b>Revolving Loan Fund</b>	<b>Public Art Fund</b>	<b>Sidewalk Special Revenue</b>	<b>Total Non- Major Governmental</b>
<b>Assets</b>				
Current assets:				
Cash and cash equivalents	\$ 18,370	\$ 301	\$ 93,976	\$ 112,647
Due from other governments	1,031	-	-	1,031
Total current assets	<u>19,401</u>	<u>301</u>	<u>93,976</u>	<u>113,678</u>
Other assets:				
Real estate held for resale	52,435	-	-	52,435
Note receivable	20,103	-	-	20,103
Total assets	<u>\$ 91,939</u>	<u>\$ 301</u>	<u>\$ 93,976</u>	<u>\$ 186,216</u>
<b>Liabilities</b>				
Current liabilities:				
Accounts payable	\$ -	\$ -	\$ -	\$ -
Total current liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Longterm liabilities:				
Unearned revenue	20,103	-	-	20,103
Total liabilities	<u>20,103</u>	<u>-</u>	<u>-</u>	<u>20,103</u>
<b>Fund Balances</b>				
Assigned				
Subsequent year's expenditures	6,000	-	-	6,000
Restricted for:				
Cultural	-	301	-	301
Economic development	65,836	-	-	65,836
Committed				
Sidewalks	-	-	93,976	93,976
Total fund balances	<u>71,836</u>	<u>301</u>	<u>93,976</u>	<u>166,113</u>
Total liabilities and fund balance	<u>\$ 91,939</u>	<u>\$ 301</u>	<u>\$ 93,976</u>	<u>\$ 186,216</u>

**Town of Sylva, North Carolina**  
**Combining Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Non-major Governmental Funds**  
**For the Year Ended June 30, 2018**

	<b>Revolving Loan Fund</b>	<b>Public Art Fund</b>	<b>Sidewalk Special Revenue Fund</b>	<b>Total Non- Major Governmental Funds</b>
<b>Revenues:</b>				
Unrestricted intergovernmental revenues	\$ -	\$ -	\$ -	\$ -
Restricted intergovernmental revenues	-	-		-
Investment earnings	96	1	263	360
Miscellaneous	1,031	200	-	1,231
<b>Total revenues</b>	<b>1,127</b>	<b>201</b>	<b>263</b>	<b>1,591</b>
<b>Expenditures:</b>				
Current:				
Transportation	-	-	10,000	10,000
Economic and physical development	-	-	-	-
<b>Total expenditures</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>
Revenues over (under) expenditures	1,127	201	(9,737)	(8,409)
<b>Other financing sources (uses):</b>				
Transfers from other funds	-	-	-	-
Transfers to other funds	(103,713)	-	103,713	-
<b>Total other financing sources (uses)</b>	<b>(103,713)</b>	<b>-</b>	<b>103,713</b>	<b>-</b>
Net change in fund balance	(102,586)	201	93,976	(8,409)
Fund balances				
Beginning of year, July 1	174,422	100	-	174,522
End of year, June 30	\$ 71,836	\$ 301	\$ 93,976	\$ 166,113

**Town of Sylva, North Carolina**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**Non-major Governmental Fund - Revolving Loan Fund**  
**For the Year Ended June 30, 2018**

	<b>Budget</b>	<b>Actual</b>	<b>Variance Favorable (Unfavorable)</b>
<b>Revenues:</b>			
Investment earnings	\$ -	\$ 96	\$ 96
Miscellaneous	-	1,031	1,031
	-	1,127	1,127
<b>Expenditures</b>			
Economic development	6,000	-	6,000
<b>Revenues over (under) expenditures</b>	(6,000)	1,127	7,127
<b>Other financing sources:</b>			
Transfers from other funds	-	-	-
Transfers to other funds	(103,713)	(103,713)	-
Appropriated fund balance	109,713	-	(109,713)
Total other financing sources (uses)	6,000	(103,713)	(109,713)
<b>Net change in fund balance</b>	\$ -	(102,586)	\$ (102,586)
<b>Fund balance:</b>			
Beginning year, July 1		174,422	
End of year, June 30		\$ 71,836	

**Town of Sylva, North Carolina**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and**  
**Non-major Governmental Fund - Public Art Fund**  
**For the Year Ended June 30, 2018**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:			
Investment earnings	\$ -	\$ 1	\$ 1
Contributions	-	200	200
Total revenues	<u>-</u>	<u>201</u>	<u>201</u>
Expenditures			
Culture and recreation	-	-	-
Revenues over (under) expenditures:	<u>-</u>	<u>201</u>	<u>201</u>
Other financing sources:			
Appropriated fund balance	-	-	-
Net change in fund balance	<u>\$ -</u>	<u>201</u>	<u>\$ 201</u>
Fund balance:			
Beginning year, July 1		<u>100</u>	
End of year, June 30		<u>\$ 301</u>	

**Town of Sylva, North Carolina**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**Non-major Governmental Fund - Sidewalk Special Revenue Fund**  
**For the Year Ended June 30, 2018**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:			
Investment earnings	\$ -	\$ 263	\$ 263
Total revenues	<u>-</u>	<u>263</u>	<u>263</u>
Expenditures			
Transportation	<u>103,713</u>	<u>10,000</u>	<u>93,713</u>
Revenues over (under) expenditures	<u>(103,713)</u>	<u>(9,737)</u>	<u>93,976</u>
Other financing sources:			
Transfer from Revolving Loan fund	<u>103,713</u>	<u>103,713</u>	<u>-</u>
Net change in fund balance	<u>\$ -</u>	<u>93,976</u>	<u>\$ 93,976</u>
Fund balance:			
Beginning year, July 1		<u>-</u>	
End of year, June 30		<u>\$ 93,976</u>	

## **OTHER SCHEDULES**

**Town of Sylva, North Carolina**  
**General Fund**  
**Schedule of Ad Valorem Taxes Receivable**  
**June 30, 2018**

<u>Fiscal year</u>	<u>Uncollected Balance June 30, 2017</u>	<u>Additions</u>	<u>Collections and Credits</u>	<u>Uncollected Balance June 30, 2018</u>
2017-2018	\$ -	\$ 1,840,392	\$ 1,806,364	\$ 34,028
2016-2017	37,649		26,187	11,462
2015-2016	9,090		3,996	5,094
2014-2015	4,605		980	3,625
2013-2014	6,955		325	6,630
2012-2013	3,523		66	3,457
2011-2012	3,985		11	3,974
2010-2011	5,728		33	5,695
2009-2010	4,217		36	4,181
2008-2009	2,308		179	2,129
2007-2008	8,762		8,762	-
	<u>\$ 86,822</u>	<u>\$ 1,840,392</u>	<u>\$ 1,846,939</u>	<u>\$ 80,275</u>
Less: allowance for uncollectible accounts - general fund				(32,000)
Plus: taxes under appeal				<u>2,673</u>
Ad valorem taxes receivable - net				<u>\$ 50,948</u>
<u>Reconciliation with revenues</u>				
Ad valorem taxes - general fund				\$ 1,873,772
<u>Reconciliation items</u>				
Penalties and interest collected				(9,173)
Rental vehicle tax				(22,538)
Foreclosure tax reimbursement				(3,863)
Write-offs				8,584
Refunds				157
Subtotal				<u>(26,833)</u>
Total collections and credits				<u>\$ 1,846,939</u>

**Town of Sylva, North Carolina  
Analysis of Current Tax Levy  
For the Year Ended June 30, 2018**

	<u>Town-Wide Levy</u>			<b>Property excluding Registered Motor Vehicles</b>	<b>Registered Motor Vehicles</b>
	<u>Property Valuation</u>	<u>Rate</u>	<u>Total Levy</u>		
Original levy					
Property taxed at current year's rate	\$ 433,766,621	0.425	\$ 1,843,508	\$ 1,742,215	\$ 101,293
	<u>433,766,621</u>		<u>1,843,508</u>	<u>1,742,215</u>	<u>101,293</u>
Discoveries					
Prior year taxes	6,337,965	0.425	26,936	26,936	
	<u>6,337,965</u>		<u>26,936</u>	<u>26,936</u>	<u>-</u>
Releases	<u>(7,071,153)</u>	0.425	<u>(30,052)</u>	<u>(6,883)</u>	<u>(23,169)</u>
Total property valuation	<u>\$ 433,033,433</u>				
Net levy			1,840,392	1,762,268	78,124
Uncollected taxes at June 30, 2018			<u>(34,028)</u>	<u>(34,028)</u>	<u>-</u>
Current year's taxes collected			<u>\$ 1,806,364</u>	<u>\$ 1,728,240</u>	<u>\$ 78,124</u>
Current levy collection percentage			<u>98.15%</u>	<u>98.07%</u>	<u>100.00%</u>



## **OTHER REPORTS**

# BURLESON & EARLEY, P.A.

CERTIFIED PUBLIC ACCOUNTANTS

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

To the Honorable Mayor and Members of the Governing Council  
Town of Sylva  
Sylva, North Carolina

We have audited, in accordance with the 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, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Sylva, North Carolina as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Town of Sylva's basic financial statements, and have issued our report thereon dated November 8, 2018.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town of Sylva's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Town of Sylva's internal control. Accordingly, we do not express an opinion on the effectiveness of Town of Sylva'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 to be material weaknesses. However, material weaknesses may exist that have not been identified.

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## **Compliance and Other Matters**

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

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Burleson & Earley, P.A.*

Certified Public Accountants

November 8, 2018