

**TOWN OF BETHANY BEACH, DELAWARE**

**FINANCIAL REPORT**

**MARCH 31, 2018**

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## INDEPENDENT AUDITORS' REPORT

Town of Bethany Beach, Delaware  
Bethany Beach, Delaware

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Bethany Beach, Delaware (the "Town") as of and for the year ended March 31, 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.

### **Auditors' Responsibility**

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

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

evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town as of March 31, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The additional supplementary information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

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

The statistical section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated July 13, 2018, on our consideration of the Town'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 the 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 Bethany Beach, Delaware's internal control over financial reporting and compliance.

A handwritten signature in black ink that reads "HJM Group LLC". The "HJM" is in a bold, cursive font, and "Group LLC" is written in a smaller, cursive font to the right.

Salisbury, Maryland

July 13, 2018

**Town of Bethany Beach**  
**Management's Discussion and Analysis**  
**March 31, 2018**

As management of the Town of Bethany Beach, Delaware (the “Town”), we offer readers of the Town’s financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ending March 31, 2018. We encourage readers to consider this information in conjunction with the additional information that we have furnished in the Town’s financial statements that follow this section.

**Financial Highlights for Fiscal Year 2018**

The assets and deferred outflows of resources of the Town of Bethany Beach exceed its liabilities and deferred inflows of resources at the end of fiscal year 2018 by \$29,221,796 (net position). Of this amount, \$11,110,453 (unrestricted net position) may be used to meet the Town’s ongoing obligations to citizens and creditors. \$17,715,524 of the remaining net position is invested in capital assets, net of related debt and \$395,819 is restricted for specific uses. The Town’s total net position increased by \$1,929,688 (7.1%) during fiscal year 2018. The net position of governmental activities increased by \$1,479,636 (7.9%) while the net position of business-type activities increased by \$450,052 (5.3%).

The increase in net position is a direct result of Town Council and Budget and Finance Committee efforts to provide adequate funding for the financial needs of the Town for the next five to ten years. This long-term focus and the maintenance of sufficient reserves has proven very beneficial to the Town, allowing for completion of capital projects and purchases with minimal debt.

As of the close of fiscal year 2018, the Town’s governmental funds reported an ending fund balance of \$8,394,006. Of this amount, \$95,537 is nonspendable prepaid balances. In the General Fund, restricted funds include \$51,502 in post-employment benefits and \$50,642 in Cultural & Historic funds. Committed funds are \$1,523,000 for capital purchases in fiscal year 2019, \$4,289,000 for future capital projects and \$1,396,000 in the Storm Emergency Relief Fund.

This leaves \$988,325 as unassigned in the governmental funds at the end of fiscal year 2018. The unassigned fund balance for the general fund represents 16.0% of the general fund operating expenditure budget for fiscal year 2019 of \$6,196,000. This helps the town start the new fiscal year as many costs precede revenue collection.

The Town’s bonds and notes payable decreased by \$430,455 (18.3%) as a result of regular, scheduled payments on current debt. Of the Town’s total debt of \$1,922,466, \$769,478 (40.0%) is due within the next five years.

Overall, the Town is in good financial condition and has the policies and focus to stay in sound fiscal shape.

**Overview of the Financial Statements**

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

## **Government-Wide Financial Statements**

Government-wide financial statements are designed to provide readers with a broad overview of the Town's finances in a manner similar to private-sector businesses. The statements provide both short-term and long-term information, which assists in assessing the Town's financial position.

The statement of net position presents information on all of the Town's assets and liabilities with the difference reported as net position. Increases or decreases in net position over time may serve as an indicator of whether the Town's financial position is improving or deteriorating.

The statement of activities presents information showing how the Town's net position changed during this fiscal year. All changes in net position are reported when the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will not result in cash flows until future fiscal periods (such as uncollected taxes and earned but unused vacation leave).

Both of the above financial statements have separate sections for two different types of programs or activities. These two types of activities are:

**Governmental Activities** – The activities in this section are mostly supported by taxes, fees, parking revenue and grants from Federal, State and other sources. Most services normally associated with municipal government fall into this category, including general government, public safety, street maintenance, economic development and recreational activities.

**Business-Type Activities** – These functions normally are intended to recover all or a significant portion of their costs through user fees and charges to external users of goods and services. The business-type activities of the Town are the water and sanitation departments, which operate with minimal assistance from the governmental activities of the Town.

The government-wide financial statements can be found on pages 20-21 of this report.

## **Fund Financial Statements**

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 other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds** – Most of the basic services provided by the Town are financed through governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

These statements provide a detailed short-term view of the Town's finances that assists in determining whether there will be adequate financial resources available to meet the current needs of the Town. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town has four governmental funds: the General Fund, the Capital Projects Fund, the Special Revenue Fund and the Ambulance Fund. The Special Revenue Fund is used to account for State and Federal grants. Fees collected for ambulance services are used only to pay the charges of the Bethany Beach Volunteer Fire Company.

The basic governmental fund financial statements can be found on pages 22-25 of this report.

**Proprietary funds** – These funds are used to show activities that operate more like those of commercial enterprises. Because these funds charge fees for services provided to outside customers they are also known as enterprise funds. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. There is no reconciliation needed between the government-wide financial statements for business-type activities and the proprietary fund financial statements. The Town has two proprietary funds, the water and sanitation departments.

The basic proprietary fund financial statements can be found on pages 26-28 of this report.

#### **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. Specifically, Note 2 summarizes the Town's significant accounting policies and provides definitions for many of the terms used throughout this report.

The notes to the financial statements can be found on pages 29-50 of this report.

#### **Government-Wide Financial Analysis**

As noted earlier, the Town's net position may serve, over time, as a useful indicator of the government's financial situation. The Town's combined net position (government and business-type activities) totaled \$29,221,796 at the end of fiscal year 2018, compared to \$27,292,108 at the end of fiscal year 2017, an increase of \$1,929,688 (7.1%).

The largest portion of the Town's net position, \$17,715,524 (60.6%), reflects its investment in capital assets such as land, buildings, equipment and infrastructure, less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

On March 31, 2018, the Town held \$2,381,784 in unrestricted cash and cash equivalents and \$9,310,000 in investments. The cash balance was larger than usual to allow for payment on a large capital project and from investments maturing just before the end of the fiscal year. Investments during the year were entirely certificates of deposit.

The Town follows a written Investment Policy, which is reviewed annually. The primary objective of Town investments in priority order are safety, liquidity and then return on investment. The Town seeks investments that are diverse by type, institution and maturity date. All investments must be FDIC insured or collateralized. Authorized investments include United States government securities, certificates of deposit, money market accounts in commercial banks and commercial bank savings accounts. Currently, all certificates of deposit held by the Town are for amounts under the FDIC limit of \$250,000 per institution to provide greater security of funds while improving interest earnings. Further information on cash and investments can be found on page 37, Note 4.

The Town's Fund Balance Policy establishes recommendations for minimum and maximum levels of reserves held for operating and capital needs. This policy is intended to increase the long-term financial stability of the Town while decreasing the need for long-term borrowing. All of the Town's funds continue to hold reserves above the minimums recommended in the policy, a good indicator of the Town's financial strength.

The Fund Balance Policy recommends maintaining an Operating Reserve of 15% to 30% of budgeted operating costs. In the budget for the current fiscal year 2019, operating reserves are \$929,000 in the general fund, \$123,000 in the sanitation fund and \$167,000 in the water fund. Total town-wide operating reserves are \$1,219,000, which is 15.0% of the FY 2019 operating budget.

The policy's recommendations for the amount of funds committed for capital replacement are based on the cost and useful lives of assets currently in use by the Town. For fiscal year 2019, capital replacement reserves are \$4,289,000 in the general fund, \$916,000 in the sanitation fund and \$1,792,000 in the water fund. An additional \$350,000 is held in reserve in the water fund for replacement of filter media in the water plant, which is expected to be needed within the next five years. Total town-wide capital reserves are \$7,347,000, which is 41.5% of the Town's net investment in capital assets.

In March of 2016 the Town Council made a revision to the Fund Balance Policy to add a section on the Storm Emergency Relief Fund (SERF), which was created to accumulate funds to aid the Town in recovering from a hurricane, nor'easter or other storm event. The use of these reserve funds is restricted to debris cleanup, repair of infrastructure such as the boardwalk, replacement of equipment, and operating expenses that are needed as a result of revenue lost in the aftermath of a storm. Accessing the SERF reserve requires approval from a Supermajority, defined as at least five of seven Town Council members. At the end of fiscal year 2018 the SERF fund held \$1,082,000. Based on budgeted revenues it is expected to hold \$1,396,000 by the end of fiscal year 2019.

The Town has agreed to pay the cost of post-employment health care insurance for three retirees and their families. The Town has elected to amortize the liability over ten years, beginning in fiscal year 2012. As of March 31, 2018, \$308,561 was held in a separate bank account to fund this benefit, which is 112% of the \$274,000 actuarial accrued liability. Further information on this obligation can be found on pages 42-43, Note 8.

The following table is a summary of the government-wide statement of net position compared to the prior year:

**Town of Bethany Beach**  
**Summary of Statement of Net Position**  
**March 31, 2018**

	Governmental Activities		Business-Type Activities		Total		% Change
	2017	2018	2017	2018	2017	2018	
Current Assets	\$8,054,674	<b>\$9,060,651</b>	\$2,899,033	<b>\$3,350,941</b>	\$10,953,707	<b>\$12,411,592</b>	13.3%
Capital Assets	11,615,997	<b>12,348,857</b>	7,668,480	<b>7,289,133</b>	19,284,477	<b>19,637,990</b>	1.8%
Other Assets	264,311	<b>306,873</b>	276,208	<b>362,946</b>	540,519	<b>669,819</b>	23.9%
Total Assets	<b>19,934,982</b>	<b>21,716,381</b>	<b>10,843,721</b>	<b>11,003,020</b>	<b>30,778,703</b>	<b>32,719,401</b>	6.3%
Deferred Outflows - Pension	188,327	<b>598,159</b>	-	-	188,327	<b>598,159</b>	217.6%
Noncurrent Liabilities	498,442	<b>695,943</b>	2,132,877	<b>1,886,636</b>	2,631,319	<b>2,582,579</b>	-1.9%
Current Liabilities	645,202	<b>1,209,580</b>	251,806	<b>207,294</b>	897,008	<b>1,416,874</b>	58.0%
Total Liabilities	<b>1,143,644</b>	<b>1,905,523</b>	<b>2,384,683</b>	<b>2,093,930</b>	<b>3,528,327</b>	<b>3,999,453</b>	13.4%
Deferred Inflows - Pension	146,595	<b>96,311</b>	-	-	146,595	<b>96,311</b>	-34.3%
Invested in capital assets, net of related debt	11,155,113	<b>12,112,795</b>	5,776,443	<b>5,602,729</b>	16,931,556	<b>17,715,524</b>	4.6%
Restricted	173,588	<b>259,873</b>	19,668	<b>135,946</b>	193,256	<b>395,819</b>	104.8%
Unrestricted	7,504,369	<b>7,940,038</b>	2,662,927	<b>3,170,415</b>	10,167,296	<b>11,110,453</b>	9.3%
Total Net Assets	<b>\$18,833,070</b>	<b>\$20,312,706</b>	<b>\$8,459,038</b>	<b>\$8,909,090</b>	<b>\$27,292,108</b>	<b>\$29,221,796</b>	7.1%

Funds in the Town's unrestricted net position of \$11,110,453 may be used to meet the government's ongoing obligations to citizens and creditors. Unrestricted net position increased 943,157 (9.3%) during fiscal year 2018: increasing \$435,669 in Governmental Activities and \$507,488 in Business-Type Activities. During this time net investment in capital assets increased \$783,968 (4.6%): increasing \$957,682 in Governmental Activities and decreasing \$173,714 in Business-Type Activities.

Current assets increased \$1,457,885 (13.3%). Current assets for Governmental Activities increased \$1,005,977 (12.5%), while current assets of Business-Type Activities increased \$451,908 (15.6%). The majority of the \$12,411,592 in total current assets is cash, cash equivalents and investments, most of which are held in reserves for future needs.

Receivables, which make up \$607,499 of the current assets, decreased \$212,574 (25.9%). The majority of the receivables are \$491,773 in water bills mailed in April 2018 for the previous six months of water use.

Noncurrent liabilities decreased \$48,740 (1.9%): increasing \$197,501 in Governmental Activities and decreasing \$246,241 in Business-Type Activities.

The following table is a summary of the government-wide statement of activities compared to the prior year:

Town of Bethany Beach Summary of Statement of Activities March 31, 2018							
	Governmental Activities		Business-Type Activities		2017	2018	% Change
	2017	2018	2017	2018			
<b>Revenues:</b>							
Program Revenues							
Charges for services	\$3,100,056	<b>\$3,258,090</b>	\$2,108,480	<b>\$2,278,365</b>	\$5,208,536	<b>\$5,536,455</b>	6.3%
Assessments & impact fees	-	-	333,017	<b>412,223</b>	333,017	<b>412,223</b>	23.8%
Operating grants	96,507	<b>79,319</b>	-	-	96,507	<b>79,319</b>	-17.8%
Capital grants	132,500	<b>25,000</b>	-	-	132,500	<b>25,000</b>	-81.1%
General Revenues							
Property taxes	1,897,538	<b>1,901,125</b>	-	-	1,897,538	<b>1,901,125</b>	0.2%
Rental real estate taxes	1,348,255	<b>1,612,598</b>	-	-	1,348,255	<b>1,612,598</b>	19.6%
Transfer taxes	1,143,222	<b>1,141,827</b>	-	-	1,143,222	<b>1,141,827</b>	-0.1%
Other	89,675	<b>117,851</b>	38,304	<b>30,956</b>	127,979	<b>148,807</b>	16.3%
<b>Total Revenues</b>	<b>7,807,753</b>	<b>8,135,810</b>	<b>2,479,801</b>	<b>2,721,544</b>	<b>10,287,554</b>	<b>10,857,354</b>	5.5%
<b>Expenses:</b>							
General and administration	1,119,390	<b>1,142,638</b>	-	-	1,119,390	<b>1,142,638</b>	2.1%
Licenses and inspections	267,848	<b>259,424</b>	-	-	267,848	<b>259,424</b>	-3.1%
Public Safety							
Police and Alderman	1,710,059	<b>1,792,166</b>	-	-	1,710,059	<b>1,792,166</b>	4.8%
Parking	568,278	<b>587,240</b>	-	-	568,278	<b>587,240</b>	3.3%
Beach Patrol	486,587	<b>528,643</b>	-	-	486,587	<b>528,643</b>	8.6%
Ambulance	149,195	<b>149,195</b>	-	-	149,195	<b>149,195</b>	0.0%
Public Works							
Stormwater management	198,394	<b>152,717</b>	-	-	198,394	<b>152,717</b>	-23.0%
Streets & Parks	1,325,313	<b>1,365,962</b>	-	-	1,325,313	<b>1,365,962</b>	3.1%
Beach and boardwalk	403,364	<b>362,358</b>	-	-	403,364	<b>362,358</b>	-10.2%
Recreation - entertainment	277,373	<b>281,054</b>	-	-	277,373	<b>281,054</b>	1.3%
Cultural/Historic & Parade	31,071	<b>34,777</b>	-	-	31,071	<b>34,777</b>	11.9%
Sanitation Fund			816,317	<b>864,961</b>	816,317	<b>864,961</b>	6.0%
Water Fund			1,418,900	<b>1,406,531</b>	1,418,900	<b>1,406,531</b>	-0.9%
<b>Total Expenses</b>	<b>6,536,872</b>	<b>6,656,174</b>	<b>2,235,217</b>	<b>2,271,492</b>	<b>8,772,089</b>	<b>8,927,666</b>	1.8%
Change in net position	1,270,881	<b>1,479,636</b>	244,584	<b>450,052</b>	1,515,465	<b>1,929,688</b>	27.3%
Net position, beginning of year	17,562,189	<b>18,833,070</b>	8,214,454	<b>8,459,038</b>	25,776,643	<b>27,292,108</b>	5.9%
Net position, end of year	<b>\$18,833,070</b>	<b>\$20,312,706</b>	<b>\$8,459,038</b>	<b>\$8,909,090</b>	<b>\$27,292,108</b>	<b>\$29,221,796</b>	7.1%

The Town's total net position increased \$1,929,688 (7.1%). Approximately 42.9% of the Town's total revenue came from three types of taxes: property, rental and transfer. Total revenues increased \$569,800 (5.5%) and total expenses increased \$155,577 (1.8%).

## **Governmental Activities**

Total revenue for government activities increased \$328,057 (4.2%) to \$8,135,810. The major revenue sources and key factors are as follows. Grant revenue is not included due to the variable nature of State and Federal grants.

1. Revenues from parking fines, parking meters and parking permits totaled \$2,016,975 and were the Town's largest revenue source. These revenues increased \$20,206 (1.0%). As a percentage of governmental revenue, parking decreased from 26.3% in fiscal year 2017 to 25.1% in fiscal year 2018.
2. Property Tax revenue totaled \$1,901,125 and was the Town's second largest source of funding. The assessed value of taxable properties as of May 2017 was \$1,023,138,759, which is 5,405,500 (0.5%) more than the prior year. The tax rate was \$0.185 per \$100 of assessed value and the most recent town-wide reassessment was completed in 2001. Total property tax revenue increased \$3,587 (0.2%). As a percentage of total governmental revenue, property tax decreased from 25.0% in fiscal year 2017 to 23.7% in fiscal year 2018.
3. Real estate rental taxes were the Town's third largest revenue source at \$1,612,598. These revenues increased \$264,343 (19.6%) as the tax increase that was approved in the prior year was fully implemented and rental properties increased. As a percentage of total governmental revenue, rental taxes increased from 17.8% in fiscal year 2017 to 20.1% in fiscal year 2018.
4. Real estate transfer taxes were the Town's fourth largest revenue source at \$1,141,827 a decrease of \$1,395 (0.1%). The Town uses transfer tax revenue only for funding capital projects and not for day-to-day operational costs. This revenue is difficult to predict since it can fluctuate widely from year to year from changes in the housing market. As a percentage of governmental revenue, transfer taxes decreased from 15.1% in fiscal year 2017 to 14.2% in fiscal year 2018.
5. Licenses, permits and other fees were the fifth largest revenue source at \$1,009,827. These revenues increased \$152,386 (17.8%). The main revenue in this category is building permits, which brought in \$618,941. Other revenues include business licenses, rental licenses, franchise fees, concession fees, shuttle bus fees and trolley fees. As a percentage of governmental revenue, licenses, permits and other fees increased from 11.3% in fiscal year 2017 to 12.6% in fiscal year 2018.

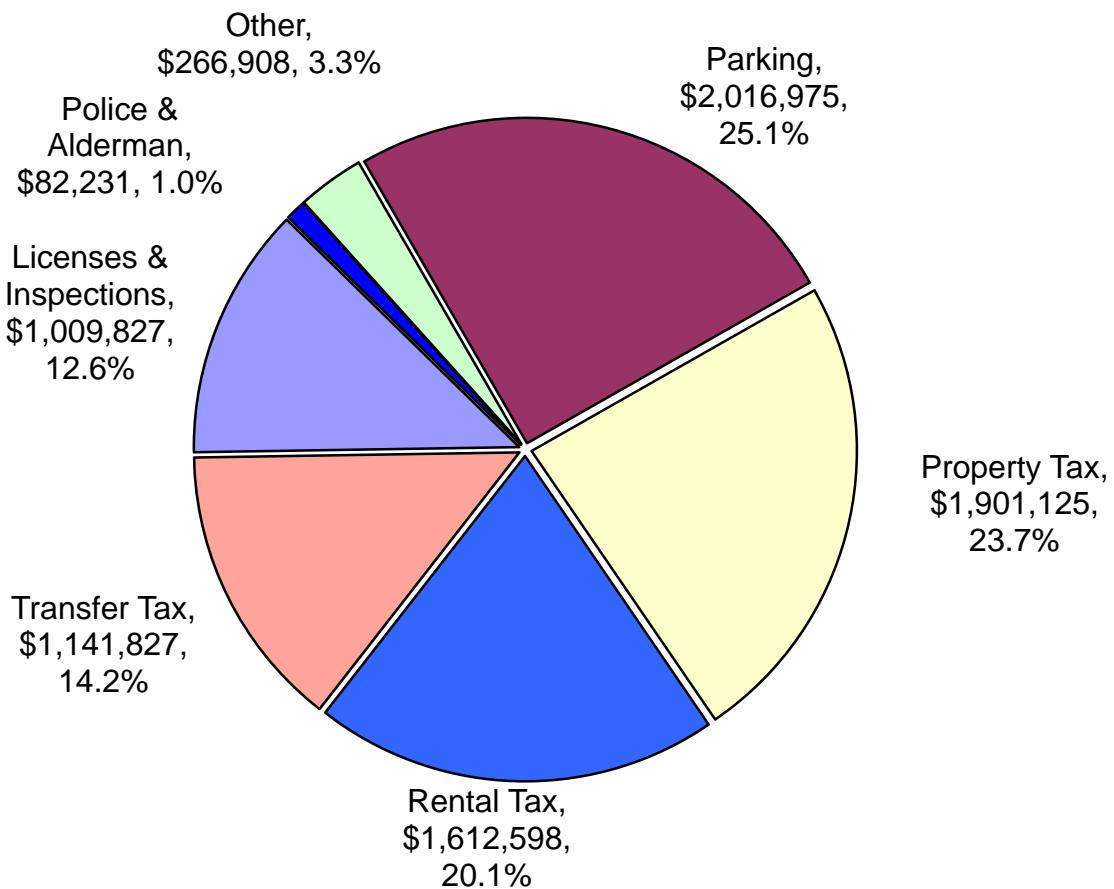
The Town budgets and sets fees with a goal of summer season revenues fully paying the cost of operations for the summer season. Summer season related revenue was approximately \$4.0 million. This revenue includes parking fees, rental taxes, business licenses, beach concessions and other fines and fees. The operating cost for the summer season, including the depreciation of capital assets, was estimated at \$3.4 million in fiscal year 2018. Property tax revenues are not used to fund summer season costs.

The following two charts show the Town's general fund revenues for the fiscal year ending March 31, 2018, and the trend of our six largest, recurring revenue sources over the past eight fiscal years. Special fund revenue is not included in these charts due to the variable nature of State and Federal grants.

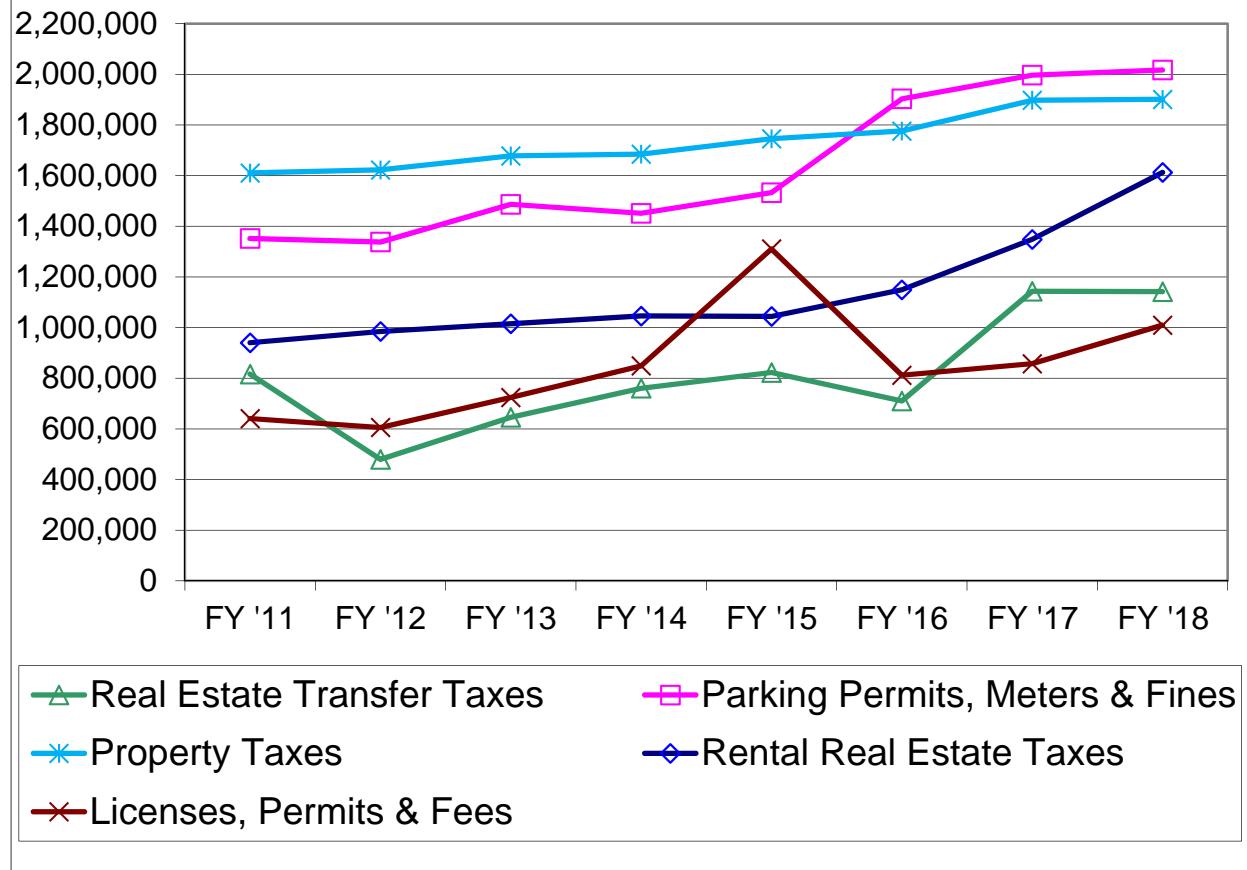
The Town's expense for all governmental activities combined was \$6,656,174. This covers a range of services and increased \$119,302 (1.8%) from fiscal year 2017.

## FY 2018 Governmental Revenue Sources

(excludes grant funds)



## Trends in Major Governmental Revenue Sources



## **Business-type Activities**

The sanitation and water departments are the Town's business-type activities and are accounted for in their own funds. The Town segregates funds so that sanitation and water fees are used only to support sanitation and water needs, respectively. The sanitation and water funds are each entirely self-supporting.

Sanitation department revenues increased \$131,930 (15.5%) after an increase in trash rates. Sanitation department expenses increased \$48,644 (6.0%). Sanitation revenues covered all operating costs, including depreciation, with a net operating gain of \$105,279, which is 10.7% of total sanitation revenue. The total change in net position was \$118,239. Income and expense detail is shown on page 64 of this report.

Water department revenues increased \$109,814 (6.7%). Water department expenses decreased \$12,369 (0.9%). Operating revenues were not sufficient to cover all operating expenses, resulting in a net operating loss of \$58,849, which is 3.4% of total water revenue. The total change in net position was \$331,813. Income and expense detail is shown on page 63 of this report.

This operating loss means that the town is not currently fully funding depreciation, which has increased dramatically in the past few years due to extensive construction at the water plant, mainly the construction of a new water tower. In fiscal year 2018, depreciation expense was \$338,403, which is \$87,021 higher than it was in fiscal year 2015, before construction of the water tower and attached pump station. If non-operating revenue from water impact fees and interest were included in this calculation then the water fund would show a gain of \$95,724.

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

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

### **Governmental Funds**

Governmental fund accounting provides information on available or spendable resources. This information is useful in assessing the Town's financing requirements for operations. The unassigned fund balance may serve as a useful measure of the Town's net resources available for spending and for future needs. Unassigned fund balance provides a reserve for emergencies and provides working capital to pay the Town's bills.

During fiscal year 2018, the Town's governmental fund balance increased \$538,664 (6.9%) to \$8,394,006. Funds committed for capital improvements budgeted in the coming year increased \$512,000 to \$1,523,000, most of the change is from the South Atlantic Avenue paving project. Funds committed for future capital projects decreased \$886,000 to \$4,289,000. The Storm Emergency Relief Fund increased \$329,000 to \$1,396,000.

Most of the fund balance in the governmental funds is nonspendable, restricted or committed to indicate that it is not available for spending. Currently these designations are:

1. Nonspendable prepaid balances	\$95,537
2. Restricted for payment of post-employment health care benefits	\$51,502
3. Restricted for uses determined by the Cultural & Historical Affairs Committee	\$50,642
4. Committed for capital improvements in the coming fiscal year	\$1,523,000
5. Committed for the Storm Emergency Relief Fund	\$1,396,000
6. Committed for future capital replacements	\$4,289,000

The general fund is the main operating fund of the Town and accounts for major functions of the government including police, lifeguards, streets, parks, stormwater drainage, parking, recreation and general administrative services. As a measure of the general fund's liquidity, it may be useful to compare the unassigned fund balance to the general fund's total fund balance and operating expenditures. The general fund's unassigned fund balance of \$988,325 is 11.8% of the \$8,394,006 total fund balance and 17.9% of the \$5,522,696 in general fund operating expenditures for fiscal year 2018.

### **Proprietary Funds**

The Town's proprietary fund financial statements provide the same sort of information as the entity-wide statements and are found on pages 26-28 of this report.

The net position of the water department increased \$331,813 (4.8%) to \$7,187,459. Fiscal year 2018 resulted in a net operating loss of \$58,849. The water department had net operating losses of \$93,332 in fiscal year 2017, \$22,097 in fiscal year 2016, \$133,825 in fiscal year 2015 and \$12,196 in fiscal year 2014. Non-operating revenues of \$390,662 were received mainly from water impact fees for capital projects and sinking fund fees for water department debt repayment. Water flat fees were increased effective April 2018 so the town expects positive operating income in the next fiscal year.

The net position of the sanitation department increased \$118,239 (7.4%) to end the year at \$1,721,631. Fiscal year 2018 resulted in net operating income of \$105,279. The sanitation department had net operating income of \$9,217 in fiscal year 2017, a net operating loss of \$2,165 in fiscal year 2016; net operating income of \$19,995 in fiscal year 2015 and \$13,682 in fiscal year 2014. Trash fees were increased in fiscal year 2018.

### **General Fund Budgetary Highlights**

The budgetary comparison schedule for the general fund can be found on page 52 of this report.

General fund revenues exceeded the amount budgeted by \$1,094,814 (16.1%). Page 12 of this report supplies detail on the largest revenues. Revenues from transfer taxes and building permits significantly exceeded our conservative, budgeted estimates. Parking revenues and rental taxes also exceeded the budget.

The Town Council may amend the budget during the year as purchase decisions are made and previously estimated amounts become known. There were no amendments to the operating budget during fiscal year 2018.

General fund expenditures were under the amended budget by \$308,304 (5.3%). Total revenues exceeded total expenditures by \$2,380,188, more than covering depreciation expense of \$888,101 and providing funding for future purchases of capital assets and for capital improvement projects.

## Capital Assets

The Town's investment in capital assets increased as follows:

<b>Governmental Activities</b>	<b>FY 2018 Additions</b>
Construction in Progress	\$1,195,650
Beach and Boardwalk	\$53,950
Land Improvements	\$9,979
Stormwater	\$13,850
Streets and parks	\$286,064
Vehicles	\$65,539
Total	\$1,625,029

<b>Water Fund</b>	<b>FY 2018 Additions</b>
Water Plant & Distribution System	\$75,803

The Town Council made several amendments to the capital budget in governmental activities. In July 2017 \$41,000 was added for the purchase of two new vehicles. In January 2018 \$1,350,000 was added for the South Atlantic Avenue streetscape project with \$300,000 added in March 2018 to expand this project.

In governmental activities, the largest area of capital expenditure in fiscal year 2018 is the \$1,195,650 in Construction in Progress. The second largest category was \$286,064 in Streets and Parks for street paving, Town Park development and renovation of the future museum. The third largest category was \$65,539 spent in vehicles to purchase a police car and a truck. The \$53,950 in Beach and Boardwalk was to replace the roof on the Comfort Station. \$13,850 was used to replace some pilings and \$9,979 was used to renovate the shooting range our police department shares with the Town of Selbyville.

When capital projects are not completed by the end of the fiscal year they are classified as Construction in Progress, then when the project is complete it is transferred from Construction in Progress and into capital assets being depreciated. In fiscal year 2018, \$1,195,650 was added to Construction in Progress for three projects; \$689,943 for the South Atlantic streetscape project, \$418,507 for the new public works yard on Blackwater Road, and \$87,200 for the park development project. As of the end of the fiscal year \$1,647,781 remained in Construction in Progress for these three projects.

In the sanitation department did not use any capital funds this year.

In the water department, \$54,893 was used to replace the water main in the northern alley of Garfield Parkway and \$20,910 was used to purchase land a small piece of land to ensure town access to other land.

Capital asset records are reviewed annually for accuracy and completeness. Assets that have been sold, scrapped or are no longer in use are deleted from the capital asset inventory. Further information on capital projects and purchases can be found on pages 38-39 of this report in Note 5.

## Debt Administration

As of March 31, 2018, the Town had \$1,922,466 in outstanding debt; \$1,686,404 from construction of the water tower and \$236,062 from the purchase of the land under the parking lot on Garfield Parkway. Of the \$1,922,466 total outstanding debt of the Town, \$769,478 (40.0%) is payable within five years; however, the Town Council intends to continue making accelerated payments on the water tower loan.

Additional information on Town debt can be found on pages 40-41 of this report in Notes 6 and 7.

### **Economic Factors**

We expect revenues for the coming fiscal year to be similar to those of fiscal year 2018 as reported in these financial statements with the following exceptions:

The Town may be significantly affected by unpredictable events such as hurricanes and nor'easters. The Town takes a proactive approach to pending storms by activating our disaster plan, evacuating people, and relocating assets when feasible. The future economic performance of the Town could be greatly affected by weather events, particularly if they occur during the peak summer season.

Real estate transfer tax revenue is very unpredictable and dependent on the housing market. We expect to receive anywhere from \$550,000 to \$800,000 in fiscal year 2019. The Town chooses to budget at the conservative end of this range. The variable nature of this revenue is one reason that the Town uses these funds for capital purchases and projects and not for operational costs.

The fiscal year 2019 budget was approved in March 2018. The operating budget for all Town activities combined is \$8,130,000. This is \$359,000 (4.6%) more than the fiscal year 2018 operating budget. Budgeted operating costs increased 6.3% in the general fund, 1.5% in the sanitation fund and decreased 1.6% in the water fund.

The fiscal year 2019 budget included an increase to water flat rates. The fee for properties within town limits increased by \$30 per year while the fees for properties outside of town limits increased by \$45 per year. This rate increase is expected to generate an additional \$112,000 per year for the water fund.

General Fund capital projects budgeted for fiscal year 2019 are:

- \$200,000 for the annual paving project
- \$80,000 to replace a street sweeper
- \$75,000 to finish interior spaces at the Blackwater Public Works property
- \$70,000 for bank stabilization of the northern side of the loop canal
- \$10,000 to be combined with a grant from Sussex County to purchase a police car

Sanitation Fund capital purchases budgeted for fiscal year 2019 are:

- \$200,000 to replace a rear-loading trash truck
- \$36,000 to replace a 2004 pickup truck

Water Fund capital projects budgeted for fiscal year 2019 are:

- \$50,000 to construct a fence around the Water Plant property
- \$50,000 for water system repairs as needed
- \$50,000 for equipment replacement as needed

### **Requests for Information**

This report is designed to provide an overview of the Town of Bethany Beach's finances. Questions concerning any of the information found in this report, or requests for additional information, should be directed to the Town Manager's Office, Town of Bethany Beach, P.O. Box 109, Bethany Beach, DE 19930.

## FINANCIAL STATEMENTS

**TOWN OF BETHANY BEACH, DELAWARE**

**STATEMENT OF NET POSITION**

**March 31, 2018**

	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	<u>Total</u>
<b>ASSETS</b>			
Current assets			
Cash and cash equivalents	\$ 1,950,304	\$ 431,480	\$ 2,381,784
Investments	6,960,903	2,349,097	9,310,000
Receivables:			
Taxes - real and personal property	24,610	-	24,610
Service charges	-	521,817	521,817
Interest	12,852	4,330	17,182
Other	16,445	27,445	43,890
Prepaid expenses	95,537	16,772	112,309
Total current assets	9,060,651	3,350,941	12,411,592
Noncurrent assets			
Restricted cash and cash equivalents	306,873	362,946	669,819
Capital assets:			
Nondepreciable assets	6,534,564	-	6,534,564
Depreciable assets, net	5,814,293	7,289,133	13,103,426
Total noncurrent assets	12,655,730	7,652,079	20,307,809
Total assets	21,716,381	11,003,020	32,719,401
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Pension (see Note 9)	598,159	-	598,159
<b>LIABILITIES</b>			
Current liabilities			
Accounts payable and accrued expenses	588,010	89,899	677,909
Internal balances	(2,520)	2,520	-
Unearned revenue	382,832	11,948	394,780
Compensated absences liability	5,196	716	5,912
Bonds and notes payable	236,062	102,211	338,273
Total current liabilities	1,209,580	207,294	1,416,874
Noncurrent liabilities			
Compensated absences liability	217,447	75,443	292,890
Net pension liability	431,496	-	431,496
OPEB obligation	47,000	227,000	274,000
Bonds and notes payable	-	1,584,193	1,584,193
Total noncurrent liabilities	695,943	1,886,636	2,582,579
Total liabilities	1,905,523	2,093,930	3,999,453
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Pension (see Note 9)	96,311	-	96,311
<b>NET POSITION</b>			
Net investment in capital assets	12,112,795	5,602,729	17,715,524
Restricted	259,873	135,946	395,819
Unrestricted	7,940,038	3,170,415	11,110,453
Total net position	\$ 20,312,706	\$ 8,909,090	\$ 29,221,796

*The Notes to Financial Statements are an integral part of this statement.*

**TOWN OF BETHANY BEACH, DELAWARE**  
**STATEMENT OF ACTIVITIES**  
**Year Ended March 31, 2018**

Function/Program	Expenses	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants, Contributions, and Interest		Governmental Activities	Primary Government		
			Capital Grants, Contributions, and Interest	Business-Type Activities		Total		
<b>GOVERNMENTAL ACTIVITIES</b>								
General and administration	\$ 1,142,638	\$ -	\$ -	\$ -	\$ (1,142,638)	\$ -	\$ -	\$ (1,142,638)
Licenses and inspections	259,424	1,009,827	-	-	750,403	-	-	750,403
Public safety:								
Police and Alderman fines and revenue	1,792,166	82,231	79,319	25,000	(1,605,616)	-	-	(1,605,616)
Parking	587,240	2,016,975	-	-	1,429,735	-	-	1,429,735
Beach patrol	528,643	-	-	-	(528,643)	-	-	(528,643)
Ambulance	149,195	149,057	-	-	(138)	-	-	(138)
Public works:								
Stormwater management	152,717	-	-	-	(152,717)	-	-	(152,717)
Streets and parks	1,365,962	-	-	-	(1,365,962)	-	-	(1,365,962)
Beach and boardwalk	362,358	-	-	-	(362,358)	-	-	(362,358)
Recreation - entertainment	281,054	-	-	-	(281,054)	-	-	(281,054)
Cultural, historical, and parade	34,777	-	-	-	(34,777)	-	-	(34,777)
Total governmental activities	6,656,174	3,258,090	79,319	25,000	(3,293,765)	-	-	(3,293,765)
<b>BUSINESS-TYPE ACTIVITIES</b>								
Water	1,406,531	1,308,125	412,223	-	-	313,817	313,817	
Sanitation	864,961	970,240	-	-	-	105,279	105,279	
Total business-type activities	2,271,492	2,278,365	412,223	-	-	419,096	419,096	
Total primary government	\$ 8,927,666	\$ 5,536,455	\$ 491,542	\$ 25,000	\$ (3,293,765)	\$ 419,096	\$ (2,874,669)	
<b>General Revenues</b>								
Taxes:								
Property					1,901,125	-	-	1,901,125
Rental real estate					1,612,598	-	-	1,612,598
Transfer					1,141,827	-	-	1,141,827
Interest					75,321	30,956	106,277	
Other					42,530	-	-	42,530
Total general revenues					4,773,401	30,956	4,804,357	
Change in net position					1,479,636	450,052	1,929,688	
Net position, beginning of year					18,833,070	8,459,038	27,292,108	
Net position, end of year					\$ 20,312,706	\$ 8,909,090	\$ 29,221,796	

*The Notes to Financial Statements are an integral part of this statement.*

**TOWN OF BETHANY BEACH, DELAWARE**  
**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
**March 31, 2018**

	<b>Major Fund</b>		Non-Major Governmental Funds	Total Governmental Funds
	General Fund	Capital Projects		
<b>ASSETS</b>				
Cash and cash equivalents	\$ 1,950,304	\$ -	\$ -	\$ 1,950,304
Investments	6,960,903	-	-	6,960,903
Receivables:				
Taxes - real and personal property	24,610	-	-	24,610
Interest	12,852	-	-	12,852
Other	12,871	-	3,574	16,445
Prepaid expenses	95,537	-	-	95,537
Due from other funds	2,920	405,324	-	408,244
Restricted assets:				
Cash and cash equivalents	102,144	-	204,729	306,873
<b>Total assets</b>	<b>\$ 9,162,141</b>	<b>\$ 405,324</b>	<b>\$ 208,303</b>	<b>\$ 9,775,768</b>
<b>LIABILITIES AND FUND BALANCES</b>				
<b>LIABILITIES</b>				
Accounts payable and accrued expenses	\$ 179,145	\$ 405,324	\$ 3,541	\$ 588,010
Due to other funds	405,324	-	400	405,724
Unearned revenues	178,470	-	204,362	382,832
Compensated absences liability	5,196	-	-	5,196
<b>Total liabilities</b>	<b>768,135</b>	<b>405,324</b>	<b>208,303</b>	<b>1,381,762</b>
<b>FUND BALANCES</b>				
Nonspendable	95,537	-	-	95,537
Restricted	102,144	-	-	102,144
Committed for:				
Capital improvements	1,523,000	-	-	1,523,000
Storm emergency	1,396,000	-	-	1,396,000
Future capital replacements	4,289,000	-	-	4,289,000
Unassigned	988,325	-	-	988,325
<b>Total fund balances</b>	<b>8,394,006</b>	<b>-</b>	<b>-</b>	<b>8,394,006</b>
<b>Total liabilities and fund balances</b>	<b>\$ 9,162,141</b>	<b>\$ 405,324</b>	<b>\$ 208,303</b>	<b>\$ 9,775,768</b>

*The Notes to Financial Statements are an integral part of this statement.*

**TOWN OF BETHANY BEACH, DELAWARE**  
**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET**  
**TO THE STATEMENT OF NET POSITION**  
**March 31, 2018**

Total fund balances, governmental funds	\$ 8,394,006
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Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the fund financial statements, but are reported in the governmental activities of the Statement of Net Position. 12,348,857

Some liabilities are not due and payable in the current period and, therefore, are not reported in the fund financial statements, but are reported in the governmental activities of the Statement of Net Position. Those liabilities consist of:

Deferred outflow of resources - pension (see Note 9)	598,159
Deferred inflow of resources - pension (see Note 9)	(96,311)
Net pension liability	(431,496)
Compensated absences	(217,447)
Other post-employment benefits obligation	(47,000)
Bonds and notes payable	(236,062)
Net position of governmental activities in the Statement of Net Position	<u>\$ 20,312,706</u>

**TOWN OF BETHANY BEACH, DELAWARE**  
**STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**Year Ended March 31, 2018**

	<b>Major Fund</b>		Non-Major Governmental Funds	Total Governmental Funds
	General Fund	Capital Projects		
<b>REVENUES:</b>				
Taxes:				
Property	\$ 1,901,125	\$ -	\$ -	\$ 1,901,125
Rental real estate	1,612,598	-	-	1,612,598
Transfer	1,141,827	-	-	1,141,827
Parking revenues	2,016,975	-	-	2,016,975
Licenses, permits, and fees	1,009,827	-	-	1,009,827
Police and Alderman fines and revenue	82,231	-	-	82,231
Interest	91,633	-	232	91,865
Service receipts	-	-	149,057	149,057
Intergovernmental revenues	-	-	104,319	104,319
Contributions	27,567	-	-	27,567
Miscellaneous	19,031	-	-	19,031
<b>Total revenues</b>	<b>7,902,814</b>	-	253,608	<b>8,156,422</b>
<b>EXPENDITURES:</b>				
General and administration	1,050,092	-	-	1,050,092
Licenses and inspections	259,906	-	-	259,906
Public safety:				
Police	1,572,024	-	79,394	1,651,418
Alderman	51,163	-	-	51,163
Parking	566,254	-	-	566,254
Beach patrol	528,643	-	-	528,643
Ambulance	-	-	149,195	149,195
Public works:				
Stormwater management	78,412	-	-	78,412
Streets and parks	856,106	-	-	856,106
Beach and boardwalk	283,508	-	78	283,586
Recreation - entertainment	246,579	-	-	246,579
Cultural, historical, and parade	30,009	-	-	30,009
Debt service:				
Principal	-	224,822	-	224,822
Interest	-	16,544	-	16,544
Capital outlay	-	1,600,029	25,000	1,625,029
<b>Total expenditures</b>	<b>5,522,696</b>	<b>1,841,395</b>	<b>253,667</b>	<b>7,617,758</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>2,380,118</b>	<b>(1,841,395)</b>	<b>(59)</b>	<b>538,664</b>
Other financing (uses) sources:				
Transfer (out) in	(1,841,395)	1,841,395	-	-
<b>Total other financing (uses) sources</b>	<b>(1,841,395)</b>	<b>1,841,395</b>	<b>-</b>	<b>-</b>
Net change in fund balances	538,723	-	(59)	538,664
Fund balances, beginning of year	7,855,283	-	59	7,855,342
<b>Fund balances, end of year</b>	<b>\$ 8,394,006</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,394,006</b>

*The Notes to Financial Statements are an integral part of this statement.*

**TOWN OF BETHANY BEACH, DELAWARE**  
**RECONCILIATION OF THE GOVERNMENTAL FUND STATEMENT OF**  
**REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**TO THE STATEMENT OF ACTIVITIES**  
**Year Ended March 31, 2018**

Net change in fund balances, governmental funds \$ 538,664

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

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. In the current period, these amounts are:

Capital outlay	1,625,029
Depreciation expense	(888,101)

In the statement of activities, only the gains (losses) on sale of assets are reported whereas in the governmental funds, the proceeds from the sales of assets increase financial resources. Thus, the change in net position differs from the change in fund balance by the basis of the assets sold. (4,068)

Governmental funds report repayment of capital leases and debt principal as an expenditure. In contrast, the Statement of Activities treats such repayments as a reduction in long-term liabilities. 224,822

Some items reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. These activities consist of:

Change in deferred outflow of resources - pension (see Note 9)	409,832
Change in deferred inflow of resources - pension (see Note 9)	50,284
Change in net pension liability/asset	(474,759)
Change in compensated absences	(2,527)
Change in other post-employment benefits obligation	<hr/> 460

Change in net position of governmental activities \$ 1,479,636

**TOWN OF BETHANY BEACH, DELAWARE**  
**STATEMENT OF FUND NET POSITION**  
**BUSINESS-TYPE ACTIVITIES**  
**March 31, 2018**

	<b>Enterprise Fund</b>		
	Sanitation		
	<u>Water Fund</u>	<u>Fund</u>	<u>Total</u>
<b>ASSETS</b>			
Current assets			
Cash and cash equivalents	\$ 238,495	\$ 192,985	\$ 431,480
Investments	1,367,943	981,154	2,349,097
Receivables:			
Service charges	503,879	17,938	521,817
Interest	2,526	1,804	4,330
Other	27,445	-	27,445
Prepaid expenses	12,239	4,533	16,772
Total current assets	2,152,527	1,198,414	3,350,941
Noncurrent assets			
Restricted cash and cash equivalents	362,946	-	362,946
Capital assets, at cost	10,852,625	1,566,454	12,419,079
Less: accumulated depreciation	(4,138,100)	(991,846)	(5,129,946)
Total noncurrent assets	7,077,471	574,608	7,652,079
<b>Total assets</b>	<b>\$ 9,229,998</b>	<b>\$ 1,773,022</b>	<b>\$ 11,003,020</b>
<b>LIABILITIES AND NET POSITION</b>			
<b>LIABILITIES</b>			
Current liabilities			
Accounts payable and accrued expenses	\$ 68,960	\$ 20,939	\$ 89,899
Due to other funds	1,291	1,229	2,520
Unearned revenues	11,948	-	11,948
Long-term liabilities due within one year:			
Compensated absences liability	257	459	716
Bonds and notes payable	102,211	-	102,211
Total current liabilities	184,667	22,627	207,294
Noncurrent liabilities			
Compensated absences liability	46,679	28,764	75,443
OPEB obligation	227,000	-	227,000
Bonds and notes payable	1,584,193	-	1,584,193
Total noncurrent liabilities	1,857,872	28,764	1,886,636
<b>Total liabilities</b>	<b>2,042,539</b>	<b>51,391</b>	<b>2,093,930</b>
<b>NET POSITION</b>			
Net investment in capital assets	5,028,121	574,608	5,602,729
Restricted	135,946	-	135,946
Unrestricted	2,023,392	1,147,023	3,170,415
<b>Total net position</b>	<b>\$ 7,187,459</b>	<b>\$ 1,721,631</b>	<b>\$ 8,909,090</b>

*The Notes to Financial Statements are an integral part of this statement.*

**TOWN OF BETHANY BEACH, DELAWARE**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN**  
**FUND NET POSITION**  
**BUSINESS-TYPE ACTIVITIES**  
**Year Ended March 31, 2018**

	<b>Enterprise Fund</b>		
	Sanitation		
	<u>Water Fund</u>	<u>Fund</u>	<u>Total</u>
<b>OPERATING REVENUE</b>			
Charges for services	\$ 1,276,068	\$ 970,240	\$ 2,246,308
Other	32,057	-	32,057
<b>Total operating revenues</b>	<b>1,308,125</b>	<b>970,240</b>	<b>2,278,365</b>
<b>OPERATING EXPENSES</b>			
Operations	1,028,571	748,214	1,776,785
Depreciation and amortization	338,403	116,747	455,150
<b>Total operating expenses</b>	<b>1,366,974</b>	<b>864,961</b>	<b>2,231,935</b>
<b>Net operating (loss) income</b>	<b>(58,849)</b>	<b>105,279</b>	<b>46,430</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>			
Non-operating revenue	412,223	-	412,223
Financial (expense) income, net	(21,561)	12,960	(8,601)
<b>Total non-operating revenue</b>	<b>390,662</b>	<b>12,960</b>	<b>403,622</b>
Change in net position	331,813	118,239	450,052
<b>Total net position, beginning of year</b>	<b>6,855,646</b>	<b>1,603,392</b>	<b>8,459,038</b>
<b>Total net position, end of year</b>	<b>\$ 7,187,459</b>	<b>\$ 1,721,631</b>	<b>\$ 8,909,090</b>

*The Notes to Financial Statements are an integral part of this statement.*

**TOWN OF BETHANY BEACH, DELAWARE**

**STATEMENT OF CASH FLOWS**  
**BUSINESS-TYPE ACTIVITIES**  
**Year Ended March 31, 2018**

	<b>Enterprise Fund</b>		
	Sanitation		
	<u>Water Fund</u>	<u>Fund</u>	<u>Total</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>			
Receipts from customers	\$ 1,303,350	\$ 970,682	\$ 2,274,032
Payments to suppliers	(531,932)	(338,535)	(870,467)
Payments to employees	(576,468)	(419,496)	(995,964)
Net cash provided by operating activities	194,950	212,651	407,601
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>			
Non-operating revenue	412,223	-	412,223
Advances to general fund, net	(5,095)	758	(4,337)
Net cash provided by noncapital financing activities	407,128	758	407,886
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>			
Acquisition of capital assets	(75,803)	-	(75,803)
Principal paid on long-term debt	(205,633)	-	(205,633)
Interest paid on long-term debt	(39,557)	-	(39,557)
Net cash used in capital and related financing activities	(320,993)	-	(320,993)
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>			
Purchase of investments	(80,566)	(49,912)	(130,478)
Interest income	17,996	12,960	30,956
Net cash used in investing activities	(62,570)	(36,952)	(99,522)
Net increase in cash and cash equivalents	218,515	176,457	394,972
<b>Cash and cash equivalents, beginning of year</b>	<b>382,926</b>	<b>16,528</b>	<b>399,454</b>
<b>Cash and cash equivalents, end of year</b>	<b>\$ 601,441</b>	<b>\$ 192,985</b>	<b>\$ 794,426</b>
<b>RECONCILIATION OF OPERATING (LOSS) INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:</b>			
Operating (loss) income	\$ (58,849)	\$ 105,279	\$ 46,430
Adjustments to reconcile operating (loss) income to net cash provided by operating activities:			
Depreciation and amortization expense	338,403	116,747	455,150
Changes in assets and liabilities:			
Receivables, net	(10,567)	442	(10,125)
Prepaid expenses	(1,933)	(1,138)	(3,071)
Unearned revenue	5,792	-	5,792
Accounts payable and other accrued expenses	(42,691)	(6,446)	(49,137)
Compensated absences liability	(5,665)	(2,233)	(7,898)
OPEB obligation	(29,540)	-	(29,540)
<b>Net cash provided by operating activities</b>	<b>\$ 194,950</b>	<b>\$ 212,651</b>	<b>\$ 407,601</b>

*The Notes to Financial Statements are an integral part of this statement.*

## **NOTES TO FINANCIAL STATEMENTS**

### **Note 1. Description of the Town of Bethany Beach, Delaware**

The Town of Bethany Beach, Delaware (“the Town”) was incorporated in 1901 under the provisions of the State of Delaware, and was reincorporated in 1986. The Town operates under a Council-Manager form of government. The Town directly provides all basic local governmental services.

#### **A. Financial Reporting Entity**

In evaluating how to define the Town, for financial reporting purposes, management has considered all potential component units. The decision of whether to include a potential component unit was made by applying the criteria set forth in the GASB standards related to component units. The basis, but not the only criterion, for including a potential component unit is the exercise of oversight responsibility by the Town’s elected officials. Based upon the application of these criteria, there are no component units accompanying these statements.

### **Note 2. Summary of Significant Accounting Policies**

The financial statements of the Town have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of GASB. Governments have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to the same limitation. The Town has elected not to follow subsequent private-sector guidance. The most significant of the Town’s accounting policies are described below.

#### **A. Basis of Presentation**

The Town’s basic financial statements consist of government-wide statements, including a Statement of Net Position and a Statement of Activities, and fund financial statements, which provide a more detailed level of financial information.

### **GOVERNMENT-WIDE FINANCIAL STATEMENTS**

The Statement of Net Position and the Statement of Activities display information about the Town as a whole. These statements include the financial activities of the Town. The statements distinguish between those activities of the Town that are governmental and those that are considered business-type activities.

The Statement of Net Position presents the financial condition of the governmental and business-type activities of the Town at year-end. The Statement of Activities presents a comparison between direct expenses and program revenues for each program or function of the Town’s governmental activities and for business-type activities of the Town. Direct expenses are those that are specifically associated with a service, program, or department and, therefore, clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program, and interest earned on grants that is required to be used to support a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Town, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each business segment or governmental function is self-financing or draws from general revenues of the Town.

## NOTES TO FINANCIAL STATEMENTS

### Note 2. Summary of Significant Accounting Policies (continued)

#### A. Basis of Presentation (continued)

##### FUND FINANCIAL STATEMENTS

During the year, the Town segregates transactions related to certain Town functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Town at a more detailed level. The focus of governmental and enterprise fund financial statements is on major funds. Each fund is presented in a separate column. Fiduciary funds are reported by type. There are no fiduciary funds.

#### B. Fund Accounting

The Town uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. There are three categories of funds: governmental, proprietary, and fiduciary.

##### GOVERNMENTAL FUNDS

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Town's major governmental funds:

General Fund – The general fund is the general operating fund of the Town. All general revenues and other receipts that are not allocated by law or contractual agreement to another fund and general operating expenditures are accounted for in this fund.

Capital Projects Fund – The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities that are not financed by proprietary funds.

The remaining governmental funds which are non-major consist of the following:

The Special Revenue – Grants Fund is used to account for the proceeds of specific revenue sources. The Ambulance Fund is used to account for the proceeds and expenditures of ambulance fees.

##### PROPRIETARY FUNDS

Proprietary funds focus on the determination of changes in net position, financial position, and cash flows and are classified as enterprise funds.

Enterprise funds – Enterprise funds may be used to account for any activity for which a fee is charged to external users for goods or services. The Town's enterprise funds are:

Water Fund – The water fund is used to account for all financial transactions, including the acquisition or construction of major capital facilities, related to the operation of the Town's water services.

Sanitation Fund – The sanitation fund is used to account for all financial transactions, including capital outlays, related to the operation of the Town's sanitation services.

## NOTES TO FINANCIAL STATEMENTS

### Note 2. Summary of Significant Accounting Policies (continued)

#### B. Fund Accounting (continued)

##### FIDUCIARY FUNDS

Fiduciary fund reporting focuses on net position and changes in net position. The Town does not have any fiduciary funds.

#### C. Measurement Focus

Government-wide financial statements – The government-wide financial statements are prepared using the economic resources measurement focus. All assets and liabilities associated with the operation of the Town are included on the Statement of Net Position.

Fund financial statements – All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements, therefore, include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

Like the government-wide statements, all proprietary funds are accounted for on a flow of economic resources measurement focus. All assets and liabilities associated with the operation of these funds are included on the Statement of Net Position. The Statement of Changes in Fund Net Position presents increases (i.e., revenues) and decreases (i.e., expenses) in net total position. The Statement of Cash Flows provides information about how the Town finances and meets the cash flow needs of its proprietary activities.

#### D. Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

Revenues – Exchange and Non-Exchange Transactions – Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the Town, “available” is defined as collected within 60 days of the fiscal year end.

Non-exchange transactions, in which the Town receives value without directly giving equal value in return, include primarily grants. Revenue from grants is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted; matching requirements, in which the Town must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Town on a reimbursable basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

## NOTES TO FINANCIAL STATEMENTS

### Note 2. Summary of Significant Accounting Policies (continued)

#### D. Basis of Accounting (continued)

##### Deferred Outflows / Inflows of Resources

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

In addition to liabilities, the Statement of Net Position and/or Balance Sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

See Note 9 for further details relating to the deferred outflows/inflows of resources, as recorded on the Statement of Net Position, relating to the Town's pension plan.

Expenses/Expenditures – On the accrual basis of accounting, expenses are recognized at the time they are incurred. The fair value of donated assets during the year is reported in the operating statement as an expense with a like amount reported as donated revenue. The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized in governmental funds.

#### E. Budgetary Process

The Town Council follows these procedures in establishing the budgetary data reflected within the financial statements:

- 1) The Budget Committee submits to the Town Council a proposed operating budget for the ensuing fiscal year. The operating budget includes proposed expenditures and the means of financing them.
- 2) Council meets in open session to review the proposed operating budget.
- 3) Not before the public meeting and prior to the end of the preceding fiscal year, the budget is legally enacted.
- 4) Formal budgetary integration is employed as a management control device during the year for all the operating funds.
- 5) The budget for the general fund is adopted on a basis consistent with GAAP as applicable to governments.
- 6) The budgets for the special revenue fund are approved on a program-by-program basis by the funding agencies.
- 7) The Town Council may amend the approved budget periodically throughout the year.

#### F. Cash Equivalents

For purposes of the Statement of Cash Flows, the enterprise funds consider all highly liquid investments with an original maturity of three months or less when purchased to be cash equivalents.

## NOTES TO FINANCIAL STATEMENTS

### Note 2. Summary of Significant Accounting Policies (continued)

#### G. Investments

Investments consist of certificates of deposit and are carried at cost, which approximates fair market value.

#### H. Receivables

Anticipated bad debts are considered to be negligible by the Town management and, accordingly, no provision for bad debts has been included in the financial statements.

#### I. Capital Assets

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

All capital assets are capitalized at cost (or estimated historical costs) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The Town maintains a capitalization threshold of \$10,000. Improvements are capitalized; the costs of normal maintenance and repairs that do not add value to the asset or materially extend an asset's life are not.

All reported capital assets except land and construction in progress are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over estimated useful lives of the assets, ranging from 4 to 50 years.

#### J. Restricted Assets

Restricted assets consist of cash and cash equivalents restricted for specified projects and/or purposes.

#### K. Unearned Revenue

Unearned revenues at March 31, 2018 are as follows:

	Governmental Activities	Business-Type Activities	Total
Parking permits	\$ 18,200	\$ -	\$ 18,200
Licenses	48,650	-	48,650
Concession fees	75,928	-	75,928
Grants	125,994	-	125,994
Ambulance fees	78,368	-	78,368
Other	35,692	11,948	47,640
Total unearned revenues	\$ 382,832	\$ 11,948	\$ 394,780

## NOTES TO FINANCIAL STATEMENTS

### Note 2. Summary of Significant Accounting Policies (continued)

#### L. Compensated Absences

An employee may accumulate 24 days of vacation pay. No sick days are accumulated until an individual's term of employment has exceeded 3 years. Then, an employee may accumulate up to 20 days of sick leave. The Town accrues a liability for compensated absences, which meet the following criteria:

- The Town's obligation relating to employees' rights to receive compensation for future absences is attributable to employees' services already rendered.
- The obligation relates to rights that vest or accumulate.
- Payment of the compensation is probable.
- The amount can be reasonably estimated.

In accordance with the above criteria, the Town has accrued a liability for vacation pay and sick leave, which has been earned but not taken by Town employees. The entire compensated absences liability is reported on the government-wide financial statements. For governmental funds, the long-term portion of the liability for compensated absences is not recorded since it is anticipated that none of the liability will be liquidated with expendable available financial resources. The liability for compensated absences of the proprietary fund type is recorded within the fund as an accrued liability in accordance with U.S. GAAP.

#### M. Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities, and long-term obligations are reported in the government-wide statements, and all payables, accrued liabilities, and long-term obligations payable from proprietary funds are reported on the proprietary fund financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources are reported as obligations of the funds. However, claims and judgments and compensated absences that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment during the current year.

#### N. Net Position

Net position represents the net amount of assets, deferred outflows of resources, liabilities and deferred inflows of resources. Government-wide and proprietary fund net position is divided into three components:

Net investment in capital assets – consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets.

Restricted – consists of net position that is restricted due to limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by grantors, creditors, or laws or regulations of other governments.

Unrestricted – all remaining balances.

The Town applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

## NOTES TO FINANCIAL STATEMENTS

### Note 2. Summary of Significant Accounting Policies (continued)

#### O. Governmental Fund Balances

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

Nonspendable – Amounts that cannot be spent either because they are in a nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted – Amounts that can be spent only for specific purposes because of the Town charter or code, state or federal laws, or externally imposed conditions by grantors or creditors.

Committed – Amounts that can be used only for specific purposes determined by formal action by the Town Council through ordinance or resolution.

Assigned – Amounts that are designated by the Council or management with intent to be used for specific purposes, but are neither restricted or committed by ordinance or resolution.

Unassigned – Amounts not included in other spendable classifications.

The Town did not have any assigned fund balances at March 31, 2018. The purpose for committed funds is indicated on the face of the Balance Sheet. Restricted funds are grant monies from other governments or agencies that are to be spent for specific purposes. Nonspendable fund balances consist of prepaid amounts.

#### P. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the Town, these revenues are charges for services for water and sanitation activities. Operating expenses are necessary costs incurred to provide the goods or services that are the primary activity of the fund. Revenues not meeting these definitions are reported as non-operating.

#### Q. Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

#### R. Interfund Receivables/Payables

On fund financial statements, receivables and payables resulting from short-term interfund loans or interfund services provided and used are classified as “Interfund Receivables/Payables.” Interfund balances within governmental activities and within business-type activities are eliminated on the government-wide Statement of Net Position. The only interfund balances which remain on the government-wide Statement of Net Position are those between governmental and business-type activities. These amounts are reflected as “Internal Balances.”

## **NOTES TO FINANCIAL STATEMENTS**

### **Note 2. Summary of Significant Accounting Policies (continued)**

#### **S. Interfund Transfers In/Out**

Transfers between governmental and business-type activities on the government-wide financial statements are reported in the same manner as general revenues.

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flow of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after non-operating revenues/expenses in enterprise funds. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented on the financial statements.

#### **T. Reclassifications**

Certain amounts in the prior year financial statements have been reclassified for comparative purposes to conform to the presentation in the current year financial statements.

#### **U. Operating Leases**

The Town has several parking lot lease agreements with various lease terms, renewable annually. Rent expense totaled approximately \$65,000 for the year ended March 31, 2018.

### **Note 3. Real Estate Taxes**

The tax on real estate in the Town area for the fiscal year ended March 31, 2018 was \$0.185 per \$100 of assessed valuation as levied by the Town Council. The Town bills and collects its own real estate taxes. Delinquent taxes are levied by the Town. The schedule of real estate taxes levied for the fiscal year is as follows:

June 1	- Levy date (effective date of enforceable lien)
September 1	- 2% penalty for each subsequent month not paid

## NOTES TO FINANCIAL STATEMENTS

### **Note 4. Cash and Investments**

The deposit and investment policy of the Town adheres to business practices of Delaware municipalities. Town deposits are held in federally regulated financial institutions whose deposits are covered by the Federal Deposit Insurance Corporation (FDIC), or are collateralized with securities held by the pledging financial institution, therefore minimizing custodial credit risk.

#### **Cash and Cash Equivalents**

The following summary represents the Town deposits which are (Category 1) fully insured or collateralized with securities held by the Town or its agent in the Town's name, (Category 2) those deposits which are collateralized with securities held by the pledging financial institution's trust department or agent(s) in the Town's name, and (Category 3) those deposits which are not collateralized, including any bank balance that is collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the Town's name at March 31, 2018:

Description	Financial Institution Balances			Carrying Amounts	
	Category				
	1	2	3		
<b>Cash and cash equivalents:</b>					
Unrestricted	\$ 1,781,199	\$ 779,136	\$ -	\$ 2,560,335 \$ 2,381,784	
Restricted	-	669,817	-	669,817 669,819	
<b>Totals</b>	<b>\$ 1,781,199</b>	<b>\$ 1,448,953</b>	<b>\$ -</b>	<b>\$ 3,230,152 \$ 3,051,603</b>	

#### **Investments**

The Town's investments are categorized according to the level of credit risk assumed as of the balance sheet date. Category 1 includes investments that are insured, registered, or are held by the Town's agent in the Town's name. Category 2 includes uninsured and unregistered investments held by the counterparty's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments held by the counterparty, its trust department, or its agent but not in the Town's name. At March 31, 2018, the Town's investments consist of the following:

Description	Category	Amounts	
		Market	Carrying
Certificates of deposit	1, 2	\$ 9,310,000	\$ 9,310,000
<b>Investments:</b>			
Unrestricted		\$ 9,310,000	\$ 9,310,000
<b>Total investments</b>		<b>\$ 9,310,000</b>	<b>\$ 9,310,000</b>

The Town's exposure to investment rate and credit risk is minimal, as most investments are in cash or certificates of deposits and are thus precluded from having to sell below original cost.

Of the \$9,310,000 in investments, \$7,914,000 has been designated for capital replacement and \$1,396,000 has been designated for Storm Emergency Relief.

## NOTES TO FINANCIAL STATEMENTS

### Note 5. Capital Assets

The following is a summary of changes in capital assets for the year ended March 31, 2018:

GOVERNMENTAL ACTIVITIES	March 31, 2017	Additions	Deletions/ Transfers	March 31, 2018
Capital assets, not being depreciated:				
Land	\$ 4,886,783	\$ -	\$ -	\$ 4,886,783
Construction in progress	632,447	1,195,650	(180,316)	1,647,781
Total capital assets, not being depreciated	<u>5,519,230</u>	<u>1,195,650</u>	<u>(180,316)</u>	<u>6,534,564</u>
Capital assets, being depreciated:				
Beach and boardwalk	1,055,961	53,950	-	1,109,911
Building and improvements	3,917,518	-	(25,273)	3,892,245
Land improvements	618,347	9,979	10,025	638,351
Machinery and equipment	1,548,045	-	(338,941)	1,209,104
Stormwater	1,069,488	13,850	-	1,083,338
Streets and parks	4,544,450	286,064	(123,318)	4,707,196
Vehicles	1,175,396	65,536	(55,331)	1,185,601
Total capital assets, being depreciated	<u>13,929,205</u>	<u>429,379</u>	<u>(532,838)</u>	<u>13,825,746</u>
Less accumulated depreciation:				
Beach and boardwalk	410,286	53,946	-	464,232
Building and improvements	2,459,024	132,172	(52,968)	2,538,228
Land improvements	413,980	37,606	-	451,586
Machinery and equipment	1,205,856	86,768	(337,820)	954,804
Stormwater	621,054	55,054	-	676,108
Streets and parks	1,818,480	434,225	(265,914)	1,986,791
Vehicles	903,758	88,330	(52,384)	939,704
Total accumulated depreciation	<u>7,832,438</u>	<u>888,101</u>	<u>(709,086)</u>	<u>8,011,453</u>
Total capital assets, being depreciated, net	<u>6,096,767</u>	<u>(458,722)</u>	<u>176,248</u>	<u>5,814,293</u>
Governmental activities capital assets, net	<u><u>\$ 11,615,997</u></u>	<u><u>\$ 736,928</u></u>	<u><u>\$ (4,068)</u></u>	<u><u>\$ 12,348,857</u></u>

Depreciation expense was charged to governmental functions as follows:

General, administrative, and park development	\$ 82,990
Police and Alderman	76,849
Parking	27,202
Public works:	
Stormwater management	74,297
Streets and parks	508,883
Beach and boardwalk	78,764
Recreation - entertainment	34,348
Cultural, historical, and parade	4,768
	<u><u>\$ 888,101</u></u>

## NOTES TO FINANCIAL STATEMENTS

### Note 5. Capital Assets (continued)

<b>BUSINESS-TYPE ACTIVITIES</b>	<b>March 31,</b>		<b>Deletions/</b>	<b>March 31,</b>
	<b>2017</b>	<b>Additions</b>	<b>Transfers</b>	<b>2018</b>
<b>Water Fund</b>				
Capital assets, being depreciated:				
Plant and water distribution system	\$ 10,575,002	\$ 75,803	\$ (228,355)	\$ 10,422,450
Vehicles and equipment	445,934	-	(15,759)	430,175
Total capital assets, being depreciated	<u>11,020,936</u>	<u>75,803</u>	<u>(244,114)</u>	<u>10,852,625</u>
Total accumulated depreciation	4,043,811	338,403	(244,114)	4,138,100
Total capital assets, being depreciated, net	<u>6,977,125</u>	<u>(262,600)</u>	<u>-</u>	<u>6,714,525</u>
<b>Water Fund capital assets, net</b>	<u><u>\$ 6,977,125</u></u>	<u><u>\$ (262,600)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 6,714,525</u></u>
<b>Sanitation Fund</b>				
Capital assets, being depreciated:				
Vehicles and equipment	\$ 1,566,454	\$ -	\$ -	\$ 1,566,454
Total capital assets, being depreciated	<u>1,566,454</u>	<u>-</u>	<u>-</u>	<u>1,566,454</u>
Total accumulated depreciation	875,099	116,747	-	991,846
Total capital assets, being depreciated, net	<u>691,355</u>	<u>(116,747)</u>	<u>-</u>	<u>574,608</u>
<b>Sanitation Fund capital assets, net</b>	<u><u>\$ 691,355</u></u>	<u><u>\$ (116,747)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 574,608</u></u>
<b>Business-type activities capital assets, net</b>	<u><u>\$ 7,668,480</u></u>	<u><u>\$ (379,347)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 7,289,133</u></u>

## NOTES TO FINANCIAL STATEMENTS

### **Note 6. Bonds and Notes Payable – Business-Type Activities**

The following is a summary of the changes in the business-type activities long-term debt obligations:

			Balances	Retirements	Balances	Amount
Interest Rate	Maturity Date	March 31, 2017	Additions	and Repayments	March 31, 2018	Due in One Year
Compensated absences		\$ 84,057	\$ -	\$ 7,898	\$ 76,159	\$ 716
General obligation bonds:						
Series 2012-SRF	2.13% 2033	1,892,037		- 205,633	1,686,404	102,211
Total business-type activities long-term debt		\$ 1,976,094	\$ -	\$ 213,531	\$ 1,762,563	\$ 102,927

Total annual requirements to amortize all business-type activities debt outstanding as of March 31, 2018 are as follows:

Fiscal Year Ending March 31,	Principal	Interest	Total
2019	\$ 102,211	\$ 35,379	\$ 137,590
2020	104,400	33,190	137,590
2021	106,635	30,955	137,590
2022	108,919	28,671	137,590
2023	111,251	26,339	137,590
2024 - 2028	593,026	94,924	687,950
2029 - 2033	559,962	28,974	588,936
	\$ 1,686,404	\$ 278,432	\$ 1,964,836

Interest expense in the business-type activities for the year ended March 31, 2018 totaled \$39,557.

## NOTES TO FINANCIAL STATEMENTS

### **Note 7. Bonds and Notes Payable – Governmental Activities**

The following is a summary of the changes in the governmental activities long-term debt obligations:

	Interest Rate	Maturity Date	Balances March 31, 2017	Retirements and Additions	Balances March 31, 2018	Amount Due in One Year
Compensated absences			\$ 220,568	\$ 2,075	\$ -	\$ 222,643
Garfield parking lot	5.00%	2019	460,884	-	224,822	236,062
Total governmental activities long-term debt			\$ 681,452	\$ 2,075	\$ 224,822	\$ 458,705
						\$ 241,258

Total annual requirements to amortize all governmental activities debt outstanding as of March 31, 2018 are as follows:

Fiscal Year Ending March 31,	Principal	Interest	Total
2019	\$ 236,062	\$ 11,803	\$ 247,865
	\$ 236,062	\$ 11,803	\$ 247,865

Interest expense in the governmental activities for the year ended March 31, 2018 totaled \$16,544.

## NOTES TO FINANCIAL STATEMENTS

### Note 8. Post-Employment Healthcare Benefits

#### Plan Description

The Town administers a single-employer defined benefit healthcare plan (the “Plan”) for employees hired prior to June 1, 1999 with at least 7 years of service who have not opted out of this benefit. Currently, two retirees and their families are eligible for these benefits and one is receiving such benefits. The Town also provides healthcare benefits for one individual based upon an agreement made during the time of employment. The Plan does not issue a publicly available financial report.

#### Funding Policy

During the fiscal year ended March 31, 2018, the cost of healthcare benefits for these employees and their families was approximately \$9,000.

#### Annual OPEB Cost and Net OPEB Obligation

The Town’s annual other post-employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount determined using the alternative measurement method provided for in GASB 45. The Town has elected to calculate the ARC and related information using the alternative measurement method permitted by GASB Statement 45 for employers in plans with fewer than one hundred total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed 30 years. The Town pays post-employment retirement benefits (normal cost) from the general and water funds.

The following table shows the components of the Town’s annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Town’s net OPEB obligation.

Annual required contribution (ARC)	\$ 2,000
Interest on net OPEB obligation (NOO)	6,000
<u>Adjustment to annual required contribution (ARC)</u>	(29,000)
Annual OPEB cost	(21,000)
<u>Contributions made</u>	(9,000)
Change in net OPEB obligation (NOO)	(30,000)
Net OPEB obligation (NOO), beginning of year	304,000
<u>Net OPEB obligation (NOO), end of year</u>	<u>\$ 274,000</u>

The following presents the Town’s annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB obligation:

Year Ended March, 31	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed			Net OPEB Obligation
		Age Adjusted Contribution	13.04%	17.39%	
2016	\$ 46,000	\$ 6,000	13.04%	\$ 266,000	
2017	46,000	8,000	17.39%	304,000	
2018	(21,000)	9,000	-42.86%	274,000	

## NOTES TO FINANCIAL STATEMENTS

### Note 8. Post-Employment Healthcare Benefits (continued)

#### Funding Status and Funding Progress

Year Ended March, 31	Valuation Date	Actuarial			Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
		Actuarial Value of Assets (a)	Accrued Liability (AAL) (b)					
2016	3/31/2016	\$ 262,000	\$ 597,000	\$ 335,000	43.89%	\$ 65,000	515.38%	
2017	3/31/2016	308,000	597,000	289,000	51.59%	64,000	451.56%	
2018	3/31/2016	309,000	274,000	(35,000)	112.77%	65,000	-53.85%	

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In determining its actuarial valuation of OPEB costs and liabilities, the Town used the entry age actuarial cost method and the level percentage of payroll amortization method using certain assumptions and default values provided for under the alternative measurement method in GASB 45. Additionally, other assumptions were used based on comparable plans to include: an average retirement age of 65, RP 2000 mortality table for males and females projected 10 years, standard turnover assumptions as per GASB 45 paragraph 35b, a discount rate of 2.0%, projected salary increases of 3.0%, plan asset return of 2.0%, employer asset return of 2.0%, and an annual healthcare cost trend of 8.0% initially, reduced to an ultimate rate of 4.7% after ten years.

The unfunded accrued actuarial liability is being amortized as a level percentage of projected payroll over an open 10-year period.

## NOTES TO FINANCIAL STATEMENTS

### Note 9. Pension and Retirement Plans

#### A. Plan Descriptions and Contribution Information

The County & Municipal Other Employees' Pension Plan (the Employee Plan) and the County & Municipal Police and Firefighters' Pension Plan (the Police & Fire Plan) are cost sharing multiple-employer defined-benefit pension plans established in the Delaware Code (collectively "the Plans"). The Plans are administered by the Delaware Public Employees' Retirement System (DPERS).

The General Assembly is responsible for setting benefits and contributions and amending plan provisions; administrative rules and regulations are adopted and maintained by the Board of Pension Trustees (the Board).

The management of both Plans is the responsibility of the Board. The Board is comprised of five members appointed by the Governor and confirmed by the State Senate, plus two ex officio members. The daily operation is the responsibility of the Office of Pensions. Although most of the assets of the Plans are commingled with other Plans for investment purposes, the Plans' assets may be used only for the payment of benefits to the members of the Plans in accordance with the terms of the Plans.

Separately issued financial statements for DPERS are available from the pension office at:

McArdle Building, Suite 1  
860 Silver Lake Blvd  
Dover, DE 19904

The following are brief descriptions of the Plans in effect as of June 30, 2016. For a more complete description, please refer to the DPERS CAFR.

#### Plan Description and Eligibility

The Employee Plan – Covers employees of counties or municipalities that have joined the Employee Plan.

The Police & Fire Plan – Covers police officers and firefighters employed by a county or municipality of the State that have joined the Police & Fire Plan.

#### Service Benefits

The Employee Plan – 1/60th of final average monthly compensation multiplied by years of credited service, subject to maximum limitations. For this plan, final average monthly compensation is the monthly average of the highest five years of compensation.

The Police & Fire Plan – 2.5% of final average monthly compensation multiplied by years of credited service up to 20 years, plus 3.5% of final average monthly compensation multiplied by years of service in excess of 20 years. For this plan, final average monthly compensation is the monthly average of the highest three consecutive years of compensation.

**Vesting** – 5 years of credited service.

#### Retirement

The Employee Plan – Age 62 with 5 years of credited service; age 60 with 15 years of credited service; or after 30 years of credited service.

The Police & Fire Plan – Age 62 with 5 years of service; age plus credited service (but not less than 10 years) equals 75; or 20 years of credited service.

## NOTES TO FINANCIAL STATEMENTS

### Note 9. Pension and Retirement Plans (continued)

#### Disability Benefits

The Employee Plan – Same as Service Benefits. Employee must have 5 years of credited service.

The Police & Fire Plan –

*Duty – Total Disability* – 75% of final average compensation plus 10% for each dependent not to exceed 25% for all dependents.

*Duty – Partial Disability* – Calculated the same as Service Benefits, subject to minimum 50% of final average compensation.

*Non-Duty* – Same as Service Benefits, total disability subject to a minimum 50% of final average monthly compensation plus 5% of each dependent not to exceed 20% for all dependents. Partial disability to a minimum of 30% of final average monthly compensation.

#### Survivor Benefits

The Employee Plan – If employee is receiving a pension, then eligible survivor receives 50% of pension; if employee is active, eligible survivor receives 50% of pension the employee would have received at age 62.

The Police & Fire Plan – If employee is receiving a pension, then eligible survivor receives 50% of pension; if employee is active, eligible survivor receives 50% of pension the employee would have received at age 62. If the member is killed in the line of duty, the eligible survivor receives 75% of the member's compensation.

#### B. Basis of Presentation

The Schedules of Employer Allocations and Pension Amounts by Employer (collectively, the Schedules) present amounts that are considered elements of the financial statements of DPERS or of its participating employers. Accordingly, they do not purport to be a complete presentation of the financial position or changes in financial position of DPERS or the participating employers. The accompanying schedules have been prepared in conformity with U.S. generally accepted accounting principles as prescribed by the GASB. Such preparation requires management of DPERS to make a number of estimates and assumptions relating to the reported amounts. Due to the inherent nature of these estimates, actual results could differ from those estimates.

#### C. Allocation Methodology

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, requires participating employers in the Plans to recognize their proportionate share of the collective net pension liability, collective deferred inflows of resources, collective deferred outflows of resources, and collective pension expense excluding that attributable to employer-paid member contributions. The employer allocation percentages presented in the Schedule of Employer Allocations and applied to amounts presented in the Schedule of Pension Amounts by Employer are based on the ratio of each employer's contribution to the Plans' total employer contributions during the measurement period July 1, 2015 through June 30, 2016, adjusted to remove contributions to separately finance specific liabilities of an individual employer. Employer contributions to the Plans are recognized when due pursuant to legal requirements. Employer contributions are determined by the Board of Pension Trustees. Employer contributions were 6.2% and 13.9% of earnings for fiscal year 2016 for the Employee Plan and the Police & Fire Plan, respectively.

## NOTES TO FINANCIAL STATEMENTS

### Note 9. Pension and Retirement Plans (continued)

#### D. Collective Net Pension Liability (Asset) and Actuarial Information

The components of the net pension liability (asset) of the Town at June 30, 2016 were as follows:

Plan	County & Municipal Other Employees'	County & Municipal Police & Firefighters'
Employers' total pension liability	\$ 2,193,568	\$ 2,506,320
Plan net position	1,894,787	2,373,605
<u>Employers' net pension liability</u>	<u>\$ 298,781</u>	<u>\$ 132,715</u>
Employer's proportionate (percentage) of the collective NPL	4.8223%	0.8349%

*The amounts above represent the Town's proportional percentage*

#### Actuarial Assumptions

The total pension liability for the June 30, 2016 measurement date was determined by an actuarial valuation as of June 30, 2015, with update procedures used to roll forward the total pension liability to June 30, 2016. These actuarial valuations used the following actuarial assumptions:

Plan	County & Municipal Other Employees'	County & Municipal Police & Firefighters'
Actuarial assumptions:		
Investment rate of return / discount rate (1)	7.2%	7.2%
Projected salary increases (1)	2.5% + Merit	2.5% + Merit
Cost-of-living adjustments	0.00%	0.00%

(1) Inflation is included at 2.5%

The total pension liabilities are measured based on assumptions pertaining to the interest rates, inflation rates, and employee demographic behavior in future years. The assumptions used were based on the results of an actuarial experience study conducted in 2016, details of which are provided in the presentation of that study to the Board of Trustees. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities may be higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.

Key assumption changes include a reduction in the inflation assumption from 3.0% to 2.5% and a change to use updated mortality tables. Mortality assumptions are based on the RP-2014 tables with gender adjustments for healthy annuitants and disabled retirees and an adjusted version on MP-2015 mortality improvement scale on a fully generational basis.

Projected benefit payments do not include the effects of projected ad hoc cost of living adjustments (ad hoc COLAs) as they are not substantively automatic. The primary considerations relevant to making this determination include the historical pattern of granting the changes and the consistency in the amounts of the changes.

## NOTES TO FINANCIAL STATEMENTS

### Note 9. Pension and Retirement Plans (continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by an asset allocation percentage, which is based on the nature and mix of current and expected plan investments, and by adding expected inflation. Best estimates of geometric real rates of return for each major asset class included in the Plans' current and expected asset allocation is summarized in the following table:

Asset Class	Long-Term Expected Real Rate of Return	Asset Allocation
Domestic equity	5.7%	34.0%
International equity	5.7%	14.7%
Fixed income	2.0%	25.0%
Alternative investments	7.8%	20.9%
Cash and equivalents	0.0%	5.4%

*Discount rates* – The discount rate used to measure the total pension liability was 7.2%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from employers will be made at rates determined by the Board of Pension Trustees, actuarially determined. Based on those assumptions, the pension plans' fiduciary net position was projected to be available to make all projected future benefit payments of 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 net pension liability (asset) to changes in the discount rate* – The following presents the net pension liability (asset), calculated using the discount rate of 7.2%, as well as what the pension liability (asset) would be if it were calculated using a discount rate that is one-percentage-point lower or one-percentage-point higher than the current rate:

Plans	1% Decrease	Discount Rate	1% Increase
County & Municipal Other Employees'	\$ 636,061	\$ 298,781	\$ 21,073
County & Municipal Police & Firefighters'	527,974	132,715	189,408
Total pensions liability / (asset)	\$ 1,164,035	\$ 431,496	\$ 210,481

*The amounts above represent the Town's proportional percentage*

## NOTES TO FINANCIAL STATEMENTS

### Note 9. Pension and Retirement Plans (continued)

#### E. Deferred Outflows of Resources, Deferred Inflows of Resources and Net Pension Liability

The following presents a summary of changes in the deferred outflows of resources, deferred inflows of resources and the net pension liability (asset):

		Measurement		March 31, 2017			March 31, 2018	
		Period	Ending	Amortization period	March 31, 2017	Additions	Deductions	March 31, 2018
		June 30,						
<b><u>County &amp; Municipal Other Employees'</u></b>								
Deferred outflows of resources:								
Difference between expected and actual experience	2016	9 years	\$ -	\$ 91,285	\$ (10,143)	\$ 81,142		
Changes of assumptions	2016	9 years	\$ -	\$ 49,109	\$ (5,457)	\$ 43,652		
Net difference between projected and actual earnings on pension plan investments	2014 - 2016	5 years	(34,937)	161,479	(14,790)	111,752		
Change in proportion	2015	8 years	2,166	-	(310)	1,856		
Year ending contribution	N/A	N/A	100,180	111,631	(100,180)	111,631		
<b>Total deferred outflows</b>			<b>\$ 67,409</b>	<b>\$ 413,504</b>	<b>\$ (130,880)</b>	<b>\$ 350,033</b>		
Deferred inflows of resources:								
Difference between expected and actual experience	2015	8 years	\$ 31,907	\$ -	\$ (6,636)	\$ 25,271		
Change in proportion	2016	9 years	-	5,247	(583)	4,664		
Change in proportion	2014	8 years	2,382	-	(396)	1,986		
<b>Total deferred inflows</b>			<b>\$ 34,289</b>	<b>\$ 5,247</b>	<b>\$ (7,615)</b>	<b>\$ 31,921</b>		
<b>Net pension liability (asset)</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ 2,227</b>	<b>\$ 296,554</b>	<b>\$ -</b>	<b>\$ 298,781</b>		
<b><u>County &amp; Municipal Police &amp; Firefighters'</u></b>								
Deferred outflows of resources:								
Difference between expected and actual experience	2016	10 years	\$ -	\$ 25,178	\$ (2,518)	\$ 22,660		
Net difference between projected and actual earnings on pension plan investments	2014 - 2016	5 years	(44,475)	201,030	(19,297)	137,258		
Change in proportion	2015	11 years	1,735	-	(173)	1,562		
Year ending contribution	N/A	N/A	84,246	86,646	(84,246)	86,646		
<b>Total deferred outflows</b>			<b>\$ 41,506</b>	<b>\$ 312,854</b>	<b>\$ (106,234)</b>	<b>\$ 248,126</b>		
Deferred inflows of resources:								
Difference between expected and actual experience	2015	11 years	\$ 25,963	\$ -	\$ (3,360)	\$ 22,603		
Changes of assumptions	2016	10 years	-	38,768	(3,877)	34,891		
Change in proportion	2016	10 years	-	816	(81)	735		
Change in proportion	2014	11 years	6,931	-	(770)	6,161		
<b>Total deferred inflows</b>			<b>\$ 32,894</b>	<b>\$ 39,584</b>	<b>\$ (8,088)</b>	<b>\$ 64,390</b>		
<b>Net pension liability (asset)</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ (45,490)</b>	<b>\$ 178,205</b>	<b>\$ -</b>	<b>\$ 132,715</b>		

*The amounts above represent the Town's proportional percentage*

## NOTES TO FINANCIAL STATEMENTS

### Note 9. Pension and Retirement Plans (continued)

#### E. Deferred Outflows of Resources, Deferred Inflows of Resources and Net Pension Liability (continued)

The \$198,277 of deferred outflows of resources resulting from the Town's contributions to the plans subsequent to the measurement date will be recognized as a reduction of the net pension liability (asset) in the year ending March 31, 2019.

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension (income) expense as follows:

Years ending June 30:	County & Municipal Other Employees'	County & Municipal Police & Firefighters'	Total
2019	\$ 28,329	\$ 16,323	\$ 44,652
2020	28,329	16,323	44,652
2021	55,329	51,323	106,652
2022	43,329	35,323	78,652
2023	10,329	(4,677)	5,652
Thereafter	40,836	(17,525)	23,311
	<hr/>	<hr/>	<hr/>
	\$ 206,481	\$ 97,090	\$ 303,571

*The amounts above represent the Town's proportional percentage*

#### F. Pension Expense

The components of pension expense are as follows:

	County & Municipal Other Employees'	County & Municipal Police & Firefighters'	Total
Service costs	\$ 127,791	\$ 112,892	\$ 240,683
Interest on total pension liability	148,864	169,738	318,602
Member contributions	(45,619)	(44,484)	(90,103)
Administrative expense	3,858	1,127	4,985
Changes in benefit terms	-	36,661	36,661
Projected earnings on plan investments	(134,783)	(168,627)	(303,410)
Recognition of deferred outflows and inflows of resources:			
Difference between projected and actual earnings on plan investments	14,790	19,297	34,087
Difference between expected and actual experiences with regards to factors or other inputs in the measurement of total pension liability	3,507	(842)	2,665
Change in assumptions with regards to factors or other inputs in the measurement of total pension liability	5,457	3,877	9,334
<b>Total pension expense</b>	<b>\$ 123,865</b>	<b>\$ 129,639</b>	<b>\$ 253,504</b>

*The amounts above represent the Town's proportional percentage*

## **NOTES TO FINANCIAL STATEMENTS**

### **Note 9. Pension and Retirement Plans (continued)**

For the year ended March 31, 2018, the Town's payroll for all employees was \$3,294,794. As of the plans measurement date, June 30, 2016, total covered payroll was \$2,219,485. Covered payroll refers to all compensation paid by the Town to active employees covered by the Plans.

### **Note 10. Risk Management**

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town's risk financing techniques include the purchase of commercial insurance.

The Town is fully insured for workers' compensation, employee health, and accident insurance through commercial insurance, and employees are bonded to limit the loss to the Town in the event of employees committing acts of embezzlement or theft. There has been no significant reduction in insurance coverage from the prior year by major categories of risk, and amounts of settlements have not exceeded insurance coverage for each of the past three fiscal years.

### **Note 11. Commitments, Contingencies, and Subsequent Events**

In the normal course of business, there are outstanding various commitments and contingent liabilities in addition to the normal encumbrances for the purchases of goods and services. The Town does not anticipate losses as a result of these transactions.

In the normal course of operations, the Town receives grant funds from various federal and state agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement, which may arise as the result of these audits, is not believed to be material.

The Town is a defendant in several lawsuits. After considering all relevant facts and the opinion of legal counsel, it is management's opinion that such litigation will not, in the aggregate, have a material adverse effect on the financial position of the Town.

REQUIRED SUPPLEMENTARY INFORMATION

**TOWN OF BETHANY BEACH, DELAWARE**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULE - GENERAL FUND**  
**Year Ended March 31, 2018**

	Original Budget	Final Budget	Actual	Variance with Final Budget Favorable (Unfavorable)
<b>REVENUES:</b>				
Taxes:				
Property	\$ 1,900,000	\$ 1,900,000	\$ 1,901,125	\$ 1,125
Rental real estate	1,470,000	1,470,000	1,612,598	142,598
Transfer	550,000	550,000	1,141,827	591,827
Parking revenues	1,966,000	1,966,000	2,016,975	50,975
Licenses, permits, and fees	709,000	709,000	1,009,827	300,827
Police and Alderman fines and revenue	105,000	105,000	82,231	(22,769)
Interest	66,000	66,000	91,633	25,633
Contributions	26,000	26,000	27,567	1,567
Miscellaneous	16,000	16,000	19,031	3,031
<b>Total revenues</b>	<b>6,808,000</b>	<b>6,808,000</b>	<b>7,902,814</b>	<b>1,094,814</b>
<b>EXPENDITURES:</b>				
General and administration	1,057,000	1,057,000	1,050,092	6,908
Licenses and inspections	261,000	261,000	259,906	1,094
Public safety:				
Police	1,575,000	1,575,000	1,572,024	2,976
Alderman	59,000	59,000	51,163	7,837
Parking	571,000	571,000	566,254	4,746
Beach patrol	583,000	583,000	528,643	54,357
Public works:				
Stormwater management	185,000	185,000	78,412	106,588
Streets and parks	900,000	900,000	856,106	43,894
Beach and boardwalk	307,000	307,000	283,508	23,492
Recreation - entertainment	283,000	283,000	246,579	36,421
Cultural, historical, and parade	50,000	50,000	30,009	19,991
<b>Total expenditures</b>	<b>5,831,000</b>	<b>5,831,000</b>	<b>5,522,696</b>	<b>308,304</b>
<b>Excess of revenues over expenditures</b>	<b>977,000</b>	<b>977,000</b>	<b>2,380,118</b>	<b>1,403,118</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfer out	(760,000)	(3,008,000)	(1,841,395)	1,166,605
Fund balance appropriated	(217,000)	2,031,000	-	(2,031,000)
<b>Total other financing uses</b>	<b>(977,000)</b>	<b>(977,000)</b>	<b>(1,841,395)</b>	<b>(864,395)</b>
<b>Net change in fund balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>538,723</b>	<b>\$ 538,723</b>
Fund balance, beginning of year			<u>7,855,283</u>	
Fund balance, end of year			<u>\$ 8,394,006</u>	

**TOWN OF BETHANY BEACH, DELAWARE**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**Year Ended March 31, 2018**

**EMPLOYEE POST-EMPLOYMENT HEALTHCARE BENEFIT**  
**SCHEDULE OF FUNDING PROGRESS BY VALUATION DATE**

Year Ended March, 31	Valuation Date	Actuarial				Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
		Actuarial Value of Assets (a)	Accrued Liability (AAL) (b)	Unfunded AAL (UAAL) (b-a)				
2016	3/31/2016	\$ 262,000	\$ 597,000	\$ 335,000	43.89%	\$ 65,000	515.38%	
2017	3/31/2016	308,000	597,000	289,000	51.59%	64,000	451.56%	
2018	3/31/2016	309,000	274,000	(35,000)	112.77%	65,000	-53.85%	

**SCHEDULE OF EMPLOYER CONTRIBUTIONS**

Year Ended March, 31	Annual OPEB Cost	Age		Percentage of Annual	
		Adjusted Contribution	OPEB Cost Contributed	Net OPEB Obligation	
2016	\$ 46,000	\$ 6,000	13.04%	\$ 266,000	
2017	46,000	8,000	17.39%	304,000	
2018	(21,000)	9,000	-42.86%	274,000	

**TOWN OF BETHANY BEACH, DELAWARE**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**Year Ended March 31, 2018**

**SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**

Fiscal Year	Measurement Date	Employer's Proportion (Percentage) of the Collective NPL		Employer's Share of the Collective NPL	Employer's Covered Employee Payroll	Proportionate Share as a Percentage of Covered Payroll (B / C)		Plan's Total Fiduciary Net Position	Plan's Total Pension Liability	Plan's Fiduciary Net Position as a Percentage of Total Pension Liability (D / E)
		A	B			C	D			
<b>MUNI PLAN</b>										
2016	June 30, 2014	5.0873%	\$ (18,727)		1,374,520	-1%	\$ 34,688,000	\$ 34,320,000		101%
2017	June 30, 2015	5.2189%		2,227	\$ 1,547,091	0%	37,840,000	37,883,000		100%
2018	June 30, 2016	4.8223%		298,781	\$ 1,611,214	19%	39,292,000	45,488,000		86%
<b>POLICE PLAN</b>										
2016	June 30, 2014	0.8305%	\$ (89,846)		550,284	-16%	\$ 252,662,000	\$ 241,845,000		104%
2017	June 30, 2015	0.8631%		(45,490)	\$ 612,807	-7%	273,109,000	267,839,000		102%
2018	June 30, 2016	0.8349%		132,715	\$ 608,271	22%	284,298,000	300,194,000		95%

This schedule is presented to illustrate the requirements to show information for 10 years. However, until a full 10-year trend is compiled, pension plans should present information for those years for which the information is available.

**TOWN OF BETHANY BEACH, DELAWARE**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**Year Ended March 31, 2018**

**SCHEDULE OF CONTRIBUTIONS - PENSION PLAN**

Fiscal Year	Measurement Date	Contractually Required Contribution		Actual Contribution	Contribution Deficiency (Excess)	Employer's Covered Employee Payroll	Actual Contribution as a Percentage of Covered Payroll (B / C)
		A	B				
<b>MUNI PLAN</b>							
2016	June 30, 2014	\$ 91,057	\$ 91,057	\$ -	\$ 1,374,520		7%
2017	June 30, 2015	100,252	100,252	-	1,547,091		6%
2018	June 30, 2016	100,180	100,180	-	1,611,214		6%
<b>POLICE PLAN</b>							
2016	June 30, 2014	\$ 85,404	\$ 85,404	\$ -	\$ 550,284		16%
2017	June 30, 2015	86,896	86,896	-	612,807		14%
2018	June 30, 2016	84,246	84,246	-	608,271		14%

This schedule is presented to illustrate the requirements to show information for 10 years. However, until a full trend is compiled, pension plans should present information for those years for which the information is available.

**TOWN OF BETHANY BEACH, DELAWARE**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**Year Ended March 31, 2018**

**ACTUARIAL ASSUMPTIONS - PENSION PLAN**

<b>Plan</b>	<b>County &amp; Municipal Other</b>	<b>County &amp; Municipal Police Employees'</b>	<b>County &amp; &amp; Firefighters'</b>
<b>Actuarial assumptions:</b>			
Investment rate of return / discount rate (1)	7.2%	7.2%	
Projected salary increases (1)	2.5% + Merit	2.5% + Merit	
Cost-of-living adjustments	0.00%	0.00%	

(1) Inflation is included at 2.5%

Key assumption changes include a reduction in the inflation assumption from 3.0% to 2.5% and a change to use updated mortality tables. Mortality assumptions are based on the RP-2014 tables with gender adjustments for

**TOWN OF BETHANY BEACH, DELAWARE**  
**NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

**Note 1. Budgetary Basis**

Required supplementary information includes financial information and disclosures that are required by the Governmental Accounting Standards Board but are not considered part of the basic financial statements. The budgetary information is prepared and adopted on a basis that is consistent with generally accepted accounting principles.

## ADDITIONAL SUPPLEMENTARY INFORMATION

**TOWN OF BETHANY BEACH, DELAWARE**  
**ADDITIONAL SUPPLEMENTARY INFORMATION**  
**BALANCE SHEET**  
**NON-MAJOR GOVERNMENTAL FUNDS**  
**March 31, 2018**

	Special Revenue Fund	Ambulance Fund	Total Non-Major Governmental Funds
<b>ASSETS</b>			
Receivables:			
Other	\$ 400	\$ 3,174	\$ 3,574
Restricted assets:			
Cash and cash equivalents	129,535	75,194	204,729
<b>Total assets</b>	<b>\$ 129,935</b>	<b>\$ 78,368</b>	<b>\$ 208,303</b>
<b>LIABILITIES AND FUND BALANCES</b>			
<b>LIABILITIES</b>			
Accounts payable and accrued expenses	\$ 3,541	\$ -	\$ 3,541
Due to other funds	400	-	400
Unearned revenues	125,994	78,368	204,362
<b>Total liabilities</b>	<b>129,935</b>	<b>78,368</b>	<b>208,303</b>
<b>FUND BALANCES</b>			
Restricted	-	-	-
<b>Total fund balances</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total liabilities and fund balances</b>	<b>\$ 129,935</b>	<b>\$ 78,368</b>	<b>\$ 208,303</b>

**TOWN OF BETHANY BEACH, DELAWARE**  
**ADDITIONAL SUPPLEMENTARY INFORMATION**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES**  
**AND CHANGES IN FUND BALANCES**  
**NON-MAJOR GOVERNMENTAL FUNDS**  
**Year Ended March 31, 2018**

	Special Revenue <u>Fund</u>	Ambulance <u>Fund</u>	Governmental <u>Funds</u>	Total Non-Major Governmental Funds
<b>REVENUES:</b>				
Interest	\$ 94	\$ 138	\$ 232	
Service receipts	-	149,057	149,057	
Intergovernmental revenues	104,319	-	104,319	
<b>Total revenues</b>	<b>104,413</b>	<b>149,195</b>	<b>253,608</b>	
<b>EXPENDITURES:</b>				
Public safety:				
Police	79,394	-	79,394	
Ambulance	-	149,195	149,195	
Public works:				
Beach and boardwalk	78	-	78	
Capital outlay	25,000	-	25,000	
<b>Total expenditures</b>	<b>104,472</b>	<b>149,195</b>	<b>253,667</b>	
<b>Excess (deficiency) of revenues over expenditures</b>	<b>(59)</b>	<b>-</b>	<b>(59)</b>	
Net change in fund balances	(59)	-	(59)	
<b>Fund balances, beginning of year</b>	<b>59</b>	<b>-</b>	<b>59</b>	
<b>Fund balances, end of year</b>	<b>\$ - \$ - \$ -</b>			

**TOWN OF BETHANY BEACH, DELAWARE**  
**ADDITIONAL SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULE - CAPITAL PROJECTS FUND**  
**Year Ended March 31, 2018**

	Original Budget	Final Budget	Actual	Variance with Final Budget	Favorable (Unfavorable)
<b>EXPENDITURES:</b>					
Public safety:					
Police	\$ -	\$ 51,000	\$ 50,515	\$ 485	
Public works:					
Streets and parks	443,000	2,640,000	1,481,714	1,158,286	
Beach, boardwalk and comfort station	60,000	60,000	53,950	6,050	
Stormwater management	15,000	15,000	13,850	1,150	
Debt service:					
Principal	225,000	225,000	224,822	178	
Interest	17,000	17,000	16,544	456	
<b>Total expenditures</b>	<b>760,000</b>	<b>3,008,000</b>	<b>1,841,395</b>	<b>(1,166,605)</b>	
<b>OTHER FINANCING SOURCES:</b>					
Transfers in	760,000	3,008,000	1,841,395	(1,166,605)	
<b>Total other financing sources</b>	<b>760,000</b>	<b>3,008,000</b>	<b>1,841,395</b>	<b>(1,166,605)</b>	
<b>Net change in fund balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Fund balance, beginning of year				-	
Fund balance, end of year				\$ -	

**TOWN OF BETHANY BEACH, DELAWARE**  
**ADDITIONAL SUPPLEMENTARY INFORMATION**  
**BUDGETARY COMPARISON SCHEDULE - SPECIAL REVENUE FUND**  
**Year Ended March 31, 2018**

	Original Budget	Final Budget	Actual	Variance with Final Budget Favorable (Unfavorable)
<b>REVENUES:</b>				
Intergovernmental revenues:				
State and County	\$ 218,000	\$ 230,464	\$ 104,319	\$ (126,145)
Interest income	-	-	94	94
<b>Total revenues</b>	<b>218,000</b>	<b>230,464</b>	<b>104,413</b>	<b>(126,051)</b>
<b>EXPENDITURES:</b>				
Public safety:				
Police	110,000	123,386	104,394	18,992
Public works:				
Streets and parks	108,000	106,078	-	106,078
Beach and boardwalk	-	1,000	78	922
<b>Total expenditures</b>	<b>218,000</b>	<b>230,464</b>	<b>104,472</b>	<b>125,992</b>
<b>Excess of revenues over expenditures</b>	<b>-</b>	<b>-</b>	<b>(59)</b>	<b>(59)</b>
<b>Net change in fund balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(59)</b>	<b>\$ (59)</b>
Fund balance, beginning of year				<b>59</b>
Fund balance, end of year			<b>\$ -</b>	

**TOWN OF BETHANY BEACH, DELAWARE**  
**ADDITIONAL SUPPLEMENTARY INFORMATION**  
**INCOME AND EXPENSE DETAIL**  
**WATER FUND**  
**Year Ended March 31, 2018**

**WATER SERVICE:**

Operating revenues:	
Charges for services	\$ 1,276,068
Other service fees	31,850
Miscellaneous	207
<b>Total operating revenues</b>	<b>1,308,125</b>
Operating expenses:	
Salaries and wages	377,313
Payroll taxes	27,363
Employee benefits	136,587
Engineering	4,301
Contract services	79,680
Insurance	69,906
Telephone	5,249
Utilities	46,492
Repairs and maintenance	10,816
Sewer service charge	1,050
Plant maintenance	76,561
Distribution system maintenance	50,617
Office supplies	6,325
Miscellaneous	27,383
Supplies	12,283
Chemicals	95,115
Uniforms	1,530
Depreciation	338,403
<b>Total operating expenses</b>	<b>1,366,974</b>
 Net operating loss	 (58,849)
Non-operating revenues (expenses):	
Taxes and assessments	246,106
Impact fees	136,577
Interest income	17,996
OPEB liability adjustment	29,540
Interest expense	(39,557)
<b>Net non-operating revenues</b>	<b>390,662</b>
 <b>NET INCOME</b>	 <b>\$ 331,813</b>

**TOWN OF BETHANY BEACH, DELAWARE**  
**ADDITIONAL SUPPLEMENTARY INFORMATION**  
**INCOME AND EXPENSE DETAIL**  
**SANITATION FUND**  
**Year Ended March 31, 2018**

**SANITATION SERVICE:**

Operating revenues:	
Charges for services	\$ 970,240
Total operating revenues	<u>970,240</u>
Operating expenses:	
Salaries and wages	287,754
Payroll taxes	21,359
Employee benefits	108,150
Disposal fees	162,613
Fuel	25,301
Insurance	33,606
Telephone	1,058
Utilities	6,865
Repairs and maintenance	68,211
Office supplies	6,072
Miscellaneous	27,225
Depreciation	116,747
Total operating expenses	<u>864,961</u>
Net operating income	105,279
Non-operating revenues:	
Interest income	12,960
Net non-operating revenues	<u>12,960</u>
<b>NET INCOME</b>	<b>\$ 118,239</b>

## STATISTICAL SECTION

**Town of Bethany Beach, Delaware**

Net Position by Component

Last Five Years

(accrual basis of accounting)

**Schedule 1**

Years ended March 31,

2014

2015

2016

2017

2018

**Governmental Activities**

Net investment in capital assets	\$ 10,584,971	\$ 10,567,846	\$ 11,774,735	\$ 11,155,113	\$ 12,112,795
Restricted	180,708	279,103	165,026	173,588	259,873
Unrestricted	5,139,091	5,959,016	5,622,428	7,504,369	7,940,038
Total governmental activities net position	<u>\$ 15,904,770</u>	<u>\$ 16,805,965</u>	<u>\$ 17,562,189</u>	<u>\$ 18,833,070</u>	<u>\$ 20,312,706</u>

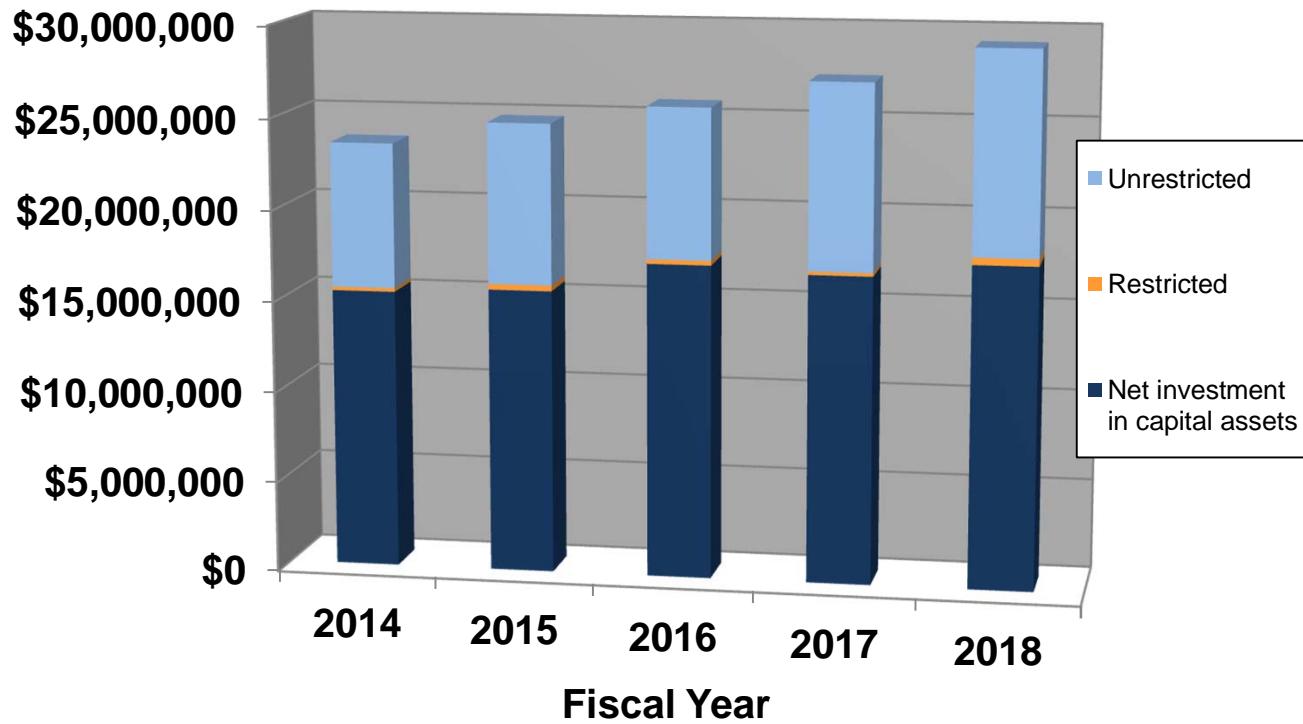
**Business-Type Activities**

Net investment in capital assets	\$ 4,753,707	\$ 5,055,144	\$ 5,507,815	\$ 5,776,443	\$ 5,602,729
Restricted	19,357	36,011	87,356	19,668	135,946
Unrestricted	2,791,754	2,836,717	2,619,283	2,662,927	3,170,415
Total business-type activities net position	<u>\$ 7,564,818</u>	<u>\$ 7,927,872</u>	<u>\$ 8,214,454</u>	<u>\$ 8,459,038</u>	<u>\$ 8,909,090</u>

**Summary**

Net investment in capital assets	\$ 15,338,678	\$ 15,622,990	\$ 17,282,550	\$ 16,931,556	\$ 17,715,524
Restricted	200,065	315,114	252,382	193,256	395,819
Unrestricted	7,930,845	8,795,733	8,241,711	10,167,296	11,110,453
Total primary government net position	<u>\$ 23,469,588</u>	<u>\$ 24,733,837</u>	<u>\$ 25,776,643</u>	<u>\$ 27,292,108</u>	<u>\$ 29,221,796</u>

**Total Primary Government Net Position**



**Town of Bethany Beach, Delaware**  
 Revenues, Expenditures, Change in Fund Balance, Governmental Funds  
 Last Five Years  
 (modified accrual basis of accounting)

**Schedule 2**

Years ended March 31,	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<b>Revenues</b>					
Property taxes	\$ 1,684,712	\$ 1,745,806	\$ 1,776,040	\$ 1,897,538	\$ 1,901,125
Rental real estate taxes	1,045,656	1,044,036	1,149,424	1,348,255	1,612,598
Transfer taxes	760,558	822,846	710,089	1,143,222	1,141,827
Parking revenues	1,451,462	1,532,817	1,903,225	1,996,769	2,016,975
Licenses, permits, and fees	848,991	1,310,881	811,950	857,441	1,009,827
Police and Alderman fines	113,164	91,059	115,059	96,678	82,231
Interest	23,749	32,013	42,294	63,979	91,865
Service receipts - ambulance	129,769	149,127	149,170	149,168	149,057
Intergovernmental revenues	268,123	131,060	346,227	229,007	104,319
Contributions	34,693	31,328	33,972	35,472	27,567
Miscellaneous	16,753	85,715	22,151	17,674	19,031
<i>Total revenues</i>	<u>6,377,630</u>	<u>6,976,688</u>	<u>7,059,601</u>	<u>7,835,203</u>	<u>8,156,422</u>
<b>Expenditures</b>					
General and administration	912,861	885,800	992,891	1,081,846	1,050,092
Licenses and inspections	216,045	229,067	242,137	263,106	259,906
Police	1,360,144	1,409,172	1,468,680	1,582,304	1,651,418
Alderman	49,987	50,625	53,103	52,707	51,163
Parking	354,153	458,159	483,122	535,451	566,254
Beach patrol	443,174	517,196	537,084	486,587	528,643
Ambulance	129,864	149,195	149,195	149,195	149,195
Stormwater management	156,176	153,594	107,459	126,363	78,412
Streets and parks	712,838	769,853	844,358	829,826	856,106
Beach and boardwalk	220,171	314,199	299,080	316,176	283,586
Recreation - entertainment	182,089	224,324	237,696	237,395	246,579
Cultural, historical, and parade	40,551	36,406	34,566	26,303	30,009
Debt service - principal	158,515	89,408	225,000	214,116	224,822
Debt service - interest	5,105	596	19,700	27,450	16,544
Capital outlay	763,022	856,606	2,031,748	724,855	1,625,029
<i>Total expenditures</i>	<u>5,704,695</u>	<u>6,144,200</u>	<u>7,725,819</u>	<u>6,653,680</u>	<u>7,617,758</u>
Excess (deficit) of revenues over expenditures	<u>672,935</u>	<u>832,488</u>	<u>(666,218)</u>	<u>1,181,523</u>	<u>538,664</u>
<b>Other financing sources</b>					
Proceeds from loan	-	-	900,000	-	-
<i>Total other financing sources</i>	<u>-</u>	<u>-</u>	<u>900,000</u>	<u>-</u>	<u>-</u>
<b>Net change in fund balance</b>	<b>\$ 672,935</b>	<b>\$ 832,488</b>	<b>\$ 233,782</b>	<b>\$ 1,181,523</b>	<b>\$ 538,664</b>
Debt service as a percentage of non-capital expenditures	3%	2%	4%	4%	4%

Herbert J. Geary III  
Corey N. Duncan  
Roy J. Geiser  
Chris A. Hall  
Ronald W. Hickman  
Charles M. Meenehan  
Craig A. Walter  
Mark A. Welsh



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

Town of Bethany Beach, Delaware  
Bethany Beach, Delaware

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, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Bethany Beach, Delaware (the "Town") as of and for the year ended March 31, 2018, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated July 13, 2018.

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

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

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

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

### **Compliance and Other Matters**

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

### **Purpose of this Report**

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

A handwritten signature in black ink that reads "HFM Group LLC". The "H" and "L" are particularly stylized.

Salisbury, Maryland

July 13, 2018