

**Town of Burgaw  
Burgaw, North Carolina**

**Audited Financial Statements**

**Year Ended June 30, 2020**



**Town of Burgaw, North Carolina**  
**Audited Financial Statements**  
**For the Year Ended June 30, 2020**

**Board of Commissioners**

Kenneth T. Cowan, Mayor

Wilfred L. Robbins, Mayor Pro-Tem

Jan Dawson

William E. George, III

Vernon Harrell

James L. Murphy, Sr.

**Administrative and Financial Staff**

James Gantt, Town Manager

Wendy Pope, Finance Director

**Town of Burgaw, North Carolina**  
**Table of Contents**  
**June 30, 2020**

<b>Financial Section:</b>	<b><u>Page</u></b>
<b>Independent Auditor's Report</b> .....	1
<b>Management's Discussion and Analysis</b> .....	3
 <b>Basic Financial Statements:</b>	
Government-wide Financial Statements:	
Statement of Net Position.....	11
Statement of Activities .....	12
 Fund Financial Statements:	
Balance Sheet - Governmental Funds.....	13
Reconciliation of the Governmental Funds Balance Sheet to Statement of Net Position.....	14
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds.....	15
Reconciliation of the Statements of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities .....	16
Statement of Revenues, Expenditures, and Changes in Fund Balances - Annual Budget and Actual - General Fund.....	17
Statement of Fund Net Position - Proprietary Fund .....	18
Statement of Revenues, Expenses, and Changes in Fund Net Position - Proprietary Fund .....	19
Statement of Cash Flows - Proprietary Fund.....	20
Notes to the Financial Statements.....	21
 <b>Required Supplemental Financial Data:</b>	
Schedule of the Proportionate Share of Net Pension Liability - Local Government Employees' Retirement System .....	48
Schedule of Contributions - Local Government Employees' Retirement System .....	49
Schedule of Changes in Total Pension Liability - Law Enforcement Officers' Separation Allowance.....	50
Schedule of Total Pension Liability as a Percentage of Covered Payroll .....	51

**Town of Burgaw, North Carolina**  
**Table of Contents (continued)**  
**June 30, 2020**

	<u>Page</u>
<b>Individual Fund Statements and Schedules:</b>	
Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual - General Fund.....	52
Schedules of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual - From Inception - Home Program Fund .....	56
Schedules of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual:	
Water and Sewer Fund .....	57
Stormwater Mitigation Project Fund.....	59
<b>Other Schedules:</b>	
Schedule of Ad Valorem Taxes Receivable .....	60
Analysis of Current Tax Levy - Town -Wide Levy .....	61
<b>Compliance Section:</b>	
Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> .....	62
Schedule of Findings and Questioned Costs .....	64
Summary Schedule of Prior Year Audit Findings .....	65

## **Financial Section**

# S. Preston Douglas & Associates, LLP

CERTIFIED PUBLIC ACCOUNTANTS

MEMBERS  
American Institute of CPAs  
N. C. Association of CPAs

## Independent Auditor's Report

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

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

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Town of Burgaw, North Carolina, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

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

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

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. The financial statements of the Burgaw TDA were not audited in accordance with *Government Auditing Standards*.

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 the internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation of the financial statements.

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

### ***Opinions***

In our opinion, based on our audit, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, the aggregate remaining fund information of the Town of Burgaw, North Carolina as of June 30, 2020, and the respective changes in financial position and cash flows, where appropriate, thereof and the respective budgetary comparison for the General Fund for the year ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other Matters***

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Local Government Employees' Retirement System's Schedules of the Proportionate Share of the Net Pension Liability and Contributions, and the Law Enforcement Officers' Special Separation Allowance's Schedules of Changes in Total Pension Liability and Total Pension Liability as a Percentage of Covered Payroll be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

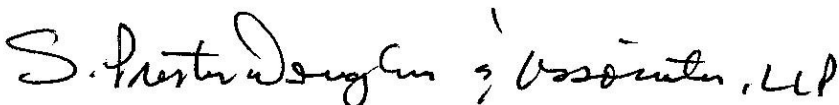
### *Supplementary and Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements of the Town of Burgaw, North Carolina. The individual fund statements, budgetary schedules and other schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 4, 2020 on our consideration of the Town of Burgaw's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements, and other matters. The purpose of the report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Town of Burgaw's internal control over financial reporting and compliance.



Lumberton, North Carolina  
September 4, 2020



## **Management's Discussion and Analysis**

**Town of Burgaw, North Carolina  
Management's Discussion and Analysis  
June 30, 2020**

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

**Financial Highlights**

The assets and deferred outflows of the Town of Burgaw exceeded its liabilities and deferred inflows at the close of the fiscal year by \$25,270,661 (net position).

The government's total net position increased by \$258,318.

As of the close of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$3,417,245. Approximately 84.42% of this total amount, or \$2,884,756, is available for spending at the government's discretion.

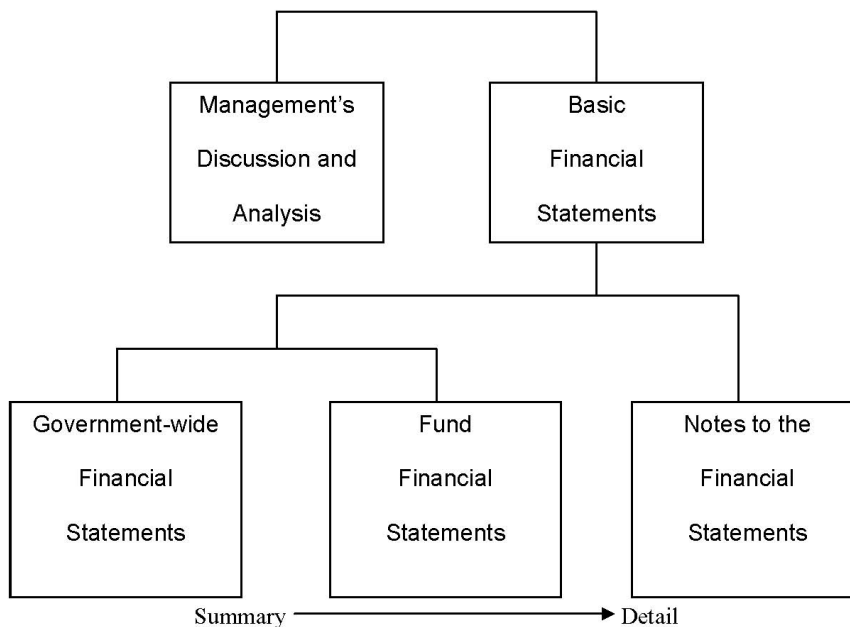
At the end of the current fiscal year, unassigned fund balance for the General Fund was \$2,884,756 or 58.95% of total General Fund expenditures.

**Overview of the Financial Statements**

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

**Required Components of Annual Financial Report**

**Figure 1**



**Town of Burgaw, North Carolina**  
**Management's Discussion and Analysis (continued)**  
**June 30, 2020**

**Basic Financial Statements**

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

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

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

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

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

The government-wide statements are divided into three categories: 1) governmental activities; 2) business-type activities; and 3) component unit. The governmental activities include most of the Town's basic services such as general government, public safety, highways/streets, sanitation, economic development, culture and recreation, and debt service. Property taxes and State and federal grant funds finance most of these activities. The business-type activities are those that the Town charges customers to provide. This includes the water and sewer services offered by the Town of Burgaw. The final category is the component unit. Although legally separate from the Town, the TDA is important to the Town. The Town exercises control over the Board by appointing its members.

The government-wide financial statements can be found on pages 11 and 12 of this report.

**Fund Financial Statements.** The fund financial statements provide a more detailed look at the Town's most significant activities. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Burgaw, like other state and local governments, uses fund accounting to ensure and reflect compliance (or non-compliance) with finance-related legal requirements, such as the General Statutes or the Town's budget ordinance. All of the funds of the Town can be divided into two categories, governmental funds and proprietary funds.

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

**Town of Burgaw, North Carolina**  
**Management's Discussion and Analysis (continued)**  
**June 30, 2020**

**Governmental Funds (continued).** The Town of Burgaw adopts an annual budget for its General Fund, as required by the General Statutes. The budget is a legally adopted document that incorporates input from the citizens of the Town, the management of the Town, and the decisions of the Board about which services to provide and how to pay for them. It also authorizes the Town to obtain funds from identified sources to finance these current period activities. The budgetary statement provided for the General Fund demonstrates how well the Town complied with the budget ordinance and whether or not the Town succeeded in providing the services as planned when the budget was adopted. The budgetary comparison statement uses the budgetary basis of accounting and is presented using the same format, language, and classifications as the legal budget document.

The statement shows four columns: 1) the original budget as adopted by the board; 2) the final budget as amended by the board; 3) the actual resources, charges to appropriations, and ending balances in the General Fund; and 4) the difference or variance between the final budget and the actual resources and charges.

**Proprietary Funds.** The Town of Burgaw maintains one type of proprietary fund called an Enterprise Fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses the enterprise fund to account for its water and sewer activity.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Water and Sewer Fund, which is considered a major fund of the Town.

**Notes to the Financial Statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 21-47 of this report.

**Supplementary Information.** In addition to the basic financial statements and accompanying notes, this report includes certain required supplementary information concerning the Town of Burgaw's progress in funding its obligation to provide pension benefits to its employees. Required supplementary information can be found following the notes in this report.

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

**Town of Burgaw, North Carolina**  
**Management's Discussion and Analysis (continued)**  
**June 30, 2020**

**Government-Wide Financial Analysis**

**The Town of Burgaw's Net Position**  
**Figure 2**

	Governmental Activities		Business-type Activities		Total	
	2020	2019	2020	2019	2020	2019
Current assets	\$3,728,852	\$4,046,281	\$ 3,243,230	\$ 2,853,682	\$ 6,972,082	\$ 6,899,963
Capital assets	3,683,769	3,322,926	19,403,440	19,208,140	23,087,209	22,531,066
Deferred outflows	403,517	422,773	88,818	100,841	492,335	523,614
Total assets and deferred outflows of resources	<u>7,816,138</u>	<u>7,791,980</u>	<u>22,735,488</u>	<u>22,162,663</u>	<u>30,551,626</u>	<u>29,954,643</u>
Current liabilities	458,218	359,345	300,517	300,131	758,735	659,476
Long-term liabilities	1,495,148	1,179,105	2,958,429	3,021,725	4,453,577	4,200,830
Deferred inflows	58,283	72,413	10,370	9,581	68,653	81,994
Total liabilities and deferred inflows of resources	<u>2,011,649</u>	<u>1,610,863</u>	<u>3,269,316</u>	<u>3,331,437</u>	<u>5,280,965</u>	<u>4,942,300</u>
Net position:						
Net investment in capital assets	2,869,900	2,738,527	16,516,003	16,213,762	19,385,903	18,952,289
Restricted	515,798	504,345	101,048	185,367	616,846	689,712
Unrestricted	2,418,791	2,938,245	2,849,121	2,432,097	5,267,912	5,370,342
Total net position	<u>\$5,804,489</u>	<u>\$6,181,117</u>	<u>\$19,466,172</u>	<u>\$18,831,226</u>	<u>\$25,270,661</u>	<u>\$25,012,343</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The assets and deferred outflows of the Town exceeded liabilities and deferred inflows by \$25,270,661 at the close of the current fiscal year.

By far the largest portion of the Town's net position, 76.71%, reflects its investment in capital assets (e.g., land, buildings, machinery and equipment, and infrastructure); less any related debt used to acquire those assets that are 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 note that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The restricted portion of net position, 2.44%, represents the Town's resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position is \$5,267,912 or 20.85% of the total.

Other taxes were the largest revenue contributor for the governmental funds with 36.81% of total revenues. Ad valorem were the next largest at 36.05%.

Capital and operating grants for governmental activities furnished resources to support the five functions of the Town: general government, public safety, transportation, cultural and recreation, and non-departmental.

**Town of Burgaw, North Carolina**  
**Management's Discussion and Analysis (continued)**  
**June 30, 2020**

**Government-Wide Financial Analysis (continued)**

**The Town of Burgaw's Changes in Net Position**  
**Figure 3**

	Governmental Activities		Business-type Activities		Total	
	2020	2019	2020	2019	2020	2019
Revenues:						
Program revenues:						
Charges for services	\$ 629,131	\$ 599,713	\$ 2,079,455	\$ 2,000,420	\$ 2,708,586	\$ 2,600,133
Operating grants and contributions	112,281	125,106	-	-	112,281	125,106
Capital grants and contributions	158,771	-	597,808	-	756,579	-
General revenues:						
Property taxes	1,547,011	1,374,351	-	-	1,547,011	1,374,351
Other taxes	1,726,066	1,544,433	-	-	1,726,066	1,544,433
Other	182,510	421,475	15,166	25,272	197,676	446,747
Total revenues	<u>4,355,770</u>	<u>4,065,078</u>	<u>2,692,429</u>	<u>2,025,692</u>	<u>7,048,199</u>	<u>6,090,770</u>
Expenses:						
General government	824,604	988,018	-	-	824,604	988,018
Public safety	2,002,605	2,192,057	-	-	2,002,605	2,192,057
Transportation	722,907	423,505	-	-	722,907	423,505
Environmental protection	574,318	579,207	-	-	574,318	579,207
Economic development	204,703	186,817	-	-	204,703	186,817
Cultural and recreation	135,168	116,090	-	-	135,168	116,090
Interest of long-term debt	44,506	13,354	-	-	44,506	13,354
Water and sewer	-	-	2,243,319	2,080,106	2,243,319	2,080,106
Central services	72,686	74,088	-	-	72,686	74,088
Total expenses	<u>4,581,497</u>	<u>4,573,136</u>	<u>2,243,319</u>	<u>2,080,106</u>	<u>6,824,816</u>	<u>6,653,242</u>
Increase (decrease) in net position before transfers	(225,727)	(508,058)	449,110	(54,414)	223,383	(562,472)
Insurance recovery	34,935	123,539	-	23,206	34,935	146,745
Change in net position	<u>(190,792)</u>	<u>(384,519)</u>	<u>449,110</u>	<u>(31,208)</u>	<u>258,318</u>	<u>(415,727)</u>
Net position, beginning - previously reported	6,181,117	6,565,636	18,831,226	18,862,434	25,012,343	25,428,070
Restatement (Note 8)	(185,836)	-	185,836	-	-	-
Net position, beginning, restated	<u>5,995,281</u>	<u>6,565,636</u>	<u>19,017,062</u>	<u>18,862,434</u>	<u>25,012,343</u>	<u>25,428,070</u>
Net position, ending	<u>\$5,804,489</u>	<u>\$6,181,117</u>	<u>\$19,466,172</u>	<u>\$18,831,226</u>	<u>\$25,270,661</u>	<u>\$25,012,343</u>

**Governmental activities.** Governmental activities decreased the Town's net position by \$300,001. Key elements of this decrease are as follows:

- Fund Balance appropriation of \$300,000 toward the purchase of a custom designed Fire Apparatus for the Town of Burgaw Fire Department.
- Remediation and debris removal expenditures related to Hurricane Florence.

**Business-type activities.** Business-type activities increased the Town's net position by \$449,110 compared to a decrease in net position in the prior fiscal year of \$31,208. Key elements of the change in net position compared to prior year are as follows:

- Total revenues increased by \$666,739 compared to the prior year, \$597,808 being from capital grants and contributions.

**Town of Burgaw, North Carolina**  
**Management's Discussion and Analysis (continued)**  
**June 30, 2020**

**Financial Analysis of the Government's Funds**

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

**Governmental Funds.** The focus of the Town's governmental funds is to provide information on near-term inflows, outflows, and balances of usable resources. Such information is useful in assessing the Town's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the Town's governmental funds reported a combined fund balance of \$3,417,245. Of this total amount, \$2,884,756 constitutes unassigned fund balance, which is available for spending at the government's discretion. The remainder of fund balance is reserved to indicate that funds are not available for spending because these funds have already been committed 1) to liquidate contracts and purchase orders of the prior year, or 2) for a variety of other restricted purposes.

The General Fund is the principal operating fund of the Town of Burgaw. At the end of the fiscal year, unassigned fund balance for the General Fund was \$2,884,756 with a total fund balance of \$3,410,554. As a measure of the General Fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 58.95% of total General Fund expenditures.

**Proprietary Funds.** The Town of Burgaw's proprietary fund provides the same type of information found in the governmental-wide financial statements, but in more detail.

Unrestricted net position of the Water and Sewer Fund at the end of the fiscal year amounted to \$2,849,121. Other factors concerning this fund have been discussed in the Town's business-type activities.

**General Fund Budgetary Highlights**

During the fiscal year, the Town revised the budget on several occasions. Generally, budget amendments fall into one of three categories:

- Amendments that adjust for the estimates that are prepared for the original budget ordinance, which reflect actual cost.
- Amendments that recognize new funding from external sources, such as federal and State grants.
- Amendments that appropriate increases that become necessary to maintain services and obligations from prior years not completed.

In FY 2019-20 the Town of Burgaw installed pedestrian-activated rectangular rapid flashing beacon crossing systems. The installation allows for those walking on the Osgood Canal walking trail safer passage at the Timberly/Hwy 53 triangle. These four flashing beacons were installed at the expense of the Town. The NCDOT has committed to installing flashing beacons on Walker St, a State-owned road.

Also, the Board made commitments to:

- upgrade the playground equipment at Harrell's Park. The Town's Parks and Recreation Director worked with Barrs Recreation and designed a new 62' x 50' play area at a cost of \$63,732,
- purchase extrication equipment for the Fire Department. The Fire Chief worked with CW Williams on the purchase at a cost of \$28,729,
- authorize a complete remodel of Commissioner's Board Room at Town Hall into what is now a bunk room for fire department personnel. The fire department day room and bathroom were remodeled as well. Not only does this extra space provide housing for the full-time fire personnel, but is extremely beneficial in emergency situations when Town Hall is used as the Emergency Operations Center for the Town of Burgaw.

General Fund spendable funds were used for all of the Board's budget amendments.

**Town of Burgaw, North Carolina**  
**Management's Discussion and Analysis (continued)**  
**June 30, 2020**

**Capital Assets and Debt Administration**

The Town of Burgaw's investments in capital assets for its governmental and business-type activities as of June 30, 2020, totals \$23,087,209 (net of accumulated depreciation). The investments in capital assets includes buildings, land, infrastructure, machinery and equipment, park facilities, and vehicles. Major capital asset transactions during the year include the following:

- Fire Department purchase of new Fire Truck
- Playground equipment for Cultural Department
- Vehicle additions within Police Department
- Complete system upgrade of public address and audio visual equipment at the Historic Train Depot

**The Town of Burgaw's Capital Assets (net of depreciation)**  
**Figure 4**

	Governmental		Business-type		Totals	
	Activities		Activities			
	2020	2019	2020	2019	2020	2019
Land	\$ 562,728	\$ 562,728	\$ 60,861	\$ 60,861	\$ 623,589	\$ 623,589
Buildings and system	1,298,070	1,364,358	16,485,106	16,947,325	17,783,176	18,311,683
Vehicles and equipment	746,751	251,951	74,741	94,971	821,492	346,922
Infrastructure	1,076,220	1,143,889	-	-	1,076,220	1,143,889
Construction in progress	-	-	2,782,732	2,104,983	2,782,732	2,104,983
Total capital assets, net	<u>\$ 3,683,769</u>	<u>\$ 3,322,926</u>	<u>\$ 19,403,440</u>	<u>\$ 19,208,140</u>	<u>\$ 23,087,209</u>	<u>\$ 22,531,066</u>

**Long-term debt.** At the end of the current fiscal year, the Town of Burgaw had revenue bonds, direct placement installment debt, and revolving debt of \$1,777,000, \$717,800, and \$1,110,437, respectively. The general obligation bonds are backed by the full faith and credit of the Town. The installment debt is backed by the security interest in the property which it was issued. The remainder of the Town's debt represents bonds secured solely by specified revenue sources (e.g. revenue bonds).

**The Town of Burgaw's Outstanding Debt**  
**Figure 5**

	Governmental		Business-type		Totals	
	Activities		Activities			
	2020	2019	2020	2019	2020	2019
Direct placement installment purchase	\$ 717,800	\$ 520,825	\$ -	\$ -	\$ 717,800	\$ 520,825
Revenue bonds	-	-	1,777,000	1,811,000	1,777,000	1,811,000
Revolving loan	-	-	1,110,437	1,175,757	1,110,437	1,175,757
Compensated absences	104,263	71,768	20,898	15,815	125,161	87,583
Net pension debt (LGERS)	618,217	530,152	159,823	128,882	778,040	659,034
Total pension debt (LEO)	232,067	191,672	-	-	232,067	191,672
Total	<u>\$ 1,672,347</u>	<u>\$ 1,314,417</u>	<u>\$ 3,068,158</u>	<u>\$ 3,131,454</u>	<u>\$ 4,740,505</u>	<u>\$ 4,445,871</u>



**Town of Burgaw, North Carolina**  
**Management's Discussion and Analysis (continued)**  
**June 30, 2020**

**Capital Assets and Debt Administration (continued)**

North Carolina's General Statutes limit the amount of general obligation debt that a governmental unit can issue to 8 percent of the total assessed value of taxable property located within that government's boundaries. The legal debt margin for the Town of Burgaw is presently at \$22,478,055 (the amount of additional debt the town could obligate itself to under NC General Statute).

Additional information pertaining to the Town of Burgaw's long-term debt can be found in the notes on page 42 of this report.

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

Taking into account the external effects of the economy and the needs identified for our community, this year's proposed budget represents a significant amount of careful consideration and study in order for the Town to meet its obligations, fulfill its goals, and remain fiscally healthy.

The full impact of COVID-19 has yet to be determined. Multiple economic forecasts exist; however, it is clear that Burgaw will feel a negative effect on revenues because of the recession. In past years, the Town has benefited from sales tax and new development revenues, both of which are expected to suffer during this downturn.

The Town of Burgaw continues to experience growth in its primary revenue sources as a growing population naturally contributes to the tax base which helps Burgaw retain a modest tax rate while providing exceptional services. Current revenue projection is conservative but optimistic.

**Budget Highlights for the Fiscal Year Ended June 30, 2021**

The FY 2020-21 recommended budget totals \$6,558,332 for all town operations, capital improvements, and debt service requirements. This is 3.24% more than the FY 2019-20 budget. The budget is balanced with continuing the tax rate at \$0.44 and includes no change in water rates, no change in sewer rates, a 9% increase in solid waste fees and an appropriation of \$30,000 from General Fund fund balance in order to replace aging body worn cameras for the Police Department.

**Governmental Activities.** The Town of Burgaw as part of Pender county had a property revaluation in 2020. The FY 2020-21 budget for the general fund totals \$4,090,655, which is 10.1% reduction from the FY 2019-20 budget of \$4,503,724. There is no proposed increase in number of full or part time employees. There is an increase in residential solid waste garbage and recycling fees, due to the waste contractor increasing garbage and recycling fees.

**Business-Type Activities.** The water and sewer fund comprises all revenues and expenditures that result from the town's water and sewer utility operations. The budget for the enterprise fund totals \$1,969,000, a 6.4% increase from the FY 2019-20 budget of \$1,842,000. The FY 20/21 increase from last year's budget is due to increasing costs of operation and a 5% increase in the treatment of sewer. The budget does not suggest an increase of water and sewer rates. The town will continue contracting a pretreatment coordinator within the public works department.

The Town continues to use a System Development Fee rate structure for charging new construction for connection to the Town's water and sewer system. The revenues collected for SDF will be used for expansion of sewer services along Highway 117 in FY 20/21.

**Request for Information**

This financial report is designed to provide a general overview of the Town of Burgaw's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Wendy Pope, Finance Officer, Town of Burgaw, 109 N Walker St. Burgaw, NC 28425.

## **Basic Financial Statements**

**Town of Burgaw, North Carolina**  
**Statement of Net Position**  
**June 30, 2020**

	<u>Primary Government</u>			<u>Component Unit</u>
	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>	<u>Burgaw TDA</u>
<b>ASSETS</b>				
Current assets:				
Cash and cash equivalents	\$ 3,462,271	\$ 2,808,980	\$ 6,271,251	\$ 29,043
Restricted cash and cash equivalents	-	101,048	101,048	-
Taxes receivable, net	30,588	-	30,588	-
Accounts receivable, net	71,572	240,284	311,856	-
Internal balances	(92,918)	92,918	-	-
Due from other governments	257,339	-	257,339	-
<b>Total current assets</b>	<u>3,728,852</u>	<u>3,243,230</u>	<u>6,972,082</u>	<u>29,043</u>
Non-current assets:				
Capital assets:				
Land, improvements, and construction in progress	562,728	2,843,593	3,406,321	-
Other capital assets, net of depreciation	3,121,041	16,559,847	19,680,888	-
<b>Total capital assets</b>	<u>3,683,769</u>	<u>19,403,440</u>	<u>23,087,209</u>	<u>-</u>
<b>Total assets</b>	<u>7,412,621</u>	<u>22,646,670</u>	<u>30,059,291</u>	<u>29,043</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Pension deferrals	403,517	88,818	492,335	-
<b>Total deferred outflows of resources</b>	<u>403,517</u>	<u>88,818</u>	<u>492,335</u>	<u>-</u>
<b>LIABILITIES</b>				
Current liabilities:				
Accounts payable and accrued expenses	281,019	89,740	370,759	-
Current portion of long-term liabilities	177,199	109,729	286,928	-
Customer deposits	-	101,048	101,048	-
<b>Total current liabilities</b>	<u>458,218</u>	<u>300,517</u>	<u>758,735</u>	<u>-</u>
Long-term liabilities:				
Net pension liability	618,217	159,823	778,040	-
Total pension liability	232,067	-	232,067	-
Due in more than one year	644,864	2,798,606	3,443,470	-
<b>Total liabilities</b>	<u>1,953,366</u>	<u>3,258,946</u>	<u>5,212,312</u>	<u>-</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Pension deferrals	58,283	10,370	68,653	-
<b>Total deferred inflows of resources</b>	<u>58,283</u>	<u>10,370</u>	<u>68,653</u>	<u>-</u>
<b>NET POSITION</b>				
Net investment in capital assets	2,869,900	16,516,003	19,385,903	-
Restricted for:				
Stabilization by State Statute	328,911	-	328,911	-
Reserve requirement	67,408	-	67,408	-
Cemetery Trust	119,479	-	119,479	-
System development	-	101,048	101,048	-
Unrestricted	2,418,791	2,849,121	5,267,912	29,043
<b>Total net position</b>	<u>\$ 5,804,489</u>	<u>\$ 19,466,172</u>	<u>\$ 25,270,661</u>	<u>\$ 29,043</u>

**Town of Burgaw, North Carolina**  
**Statement of Activities**  
**For the Year Ended June 30, 2020**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government			Component Unit Burgaw TDA
					Governmental Activities	Business-type Activities	Total	
<b>Primary government:</b>								
<b>Governmental Activities:</b>								
General government	\$ 824,604	\$ -	\$ -	\$ -	\$ (824,604)	\$ -	\$ (824,604)	\$ -
Public safety	2,002,605	344,878	3,000	-	(1,654,727)	-	(1,654,727)	-
Transportation	722,907	-	109,281	-	(613,626)	-	(613,626)	-
Cultural and recreation	135,168	-	-	-	(135,168)	-	(135,168)	-
Central services	72,686	8,147	-	-	(64,539)	-	(64,539)	-
Economic development	204,703	-	-	-	(204,703)	-	(204,703)	-
Environmental protection	574,318	276,106	-	158,771	(139,441)	-	(139,441)	-
Interest on long-term debt	44,506	-	-	-	(44,506)	-	(44,506)	-
<b>Total governmental activities</b>	<b>4,581,497</b>	<b>629,131</b>	<b>112,281</b>	<b>158,771</b>	<b>(3,681,314)</b>	<b>-</b>	<b>(3,681,314)</b>	<b>-</b>
<b>Business-type activities:</b>								
Water and sewer	2,243,319	2,079,455	-	597,808	-	433,944	433,944	-
<b>Total business-type activities</b>	<b>2,243,319</b>	<b>2,079,455</b>	<b>-</b>	<b>597,808</b>	<b>-</b>	<b>433,944</b>	<b>433,944</b>	<b>-</b>
<b>Total primary government</b>	<b>\$ 6,824,816</b>	<b>\$ 2,708,586</b>	<b>\$ 112,281</b>	<b>\$ 756,579</b>	<b>(3,681,314)</b>	<b>433,944</b>	<b>(3,247,370)</b>	<b>-</b>
<b>Component unit:</b>								
Burgaw TDA	\$ 13,525	\$ -	\$ -	\$ -	-	-	-	13,525
<b>Total component unit</b>	<b>\$ 13,525</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,525</b>
<b>General revenues:</b>								
Taxes:								
Property taxes, levied for general purpose					1,547,011	-	1,547,011	-
Local option sales tax					1,046,692	-	1,046,692	-
Other taxes and licenses					679,374	-	679,374	8,633
Investment earnings, unrestricted					25,972	15,166	41,138	-
Insurance recovery					34,935	-	34,935	-
Miscellaneous, unrestricted					156,538	-	156,538	-
<b>Total general revenues not including transfers</b>					<b>3,490,522</b>	<b>15,166</b>	<b>3,505,688</b>	<b>8,633</b>
Transfers					-	-	-	-
<b>Total general revenues and transfers</b>					<b>3,490,522</b>	<b>15,166</b>	<b>3,505,688</b>	<b>-</b>
<b>Change in net position</b>					<b>(190,792)</b>	<b>449,110</b>	<b>258,318</b>	<b>(4,892)</b>
<b>Net position, beginning previously reported</b>					<b>6,181,117</b>	<b>18,831,226</b>	<b>25,012,343</b>	<b>33,935</b>
<i>Restatement (Note 8)</i>					<i>(185,836)</i>	<i>185,836</i>	<i>-</i>	<i>-</i>
<b>Net position, beginning, restated</b>					<b>5,995,281</b>	<b>19,017,062</b>	<b>25,012,343</b>	<b>33,935</b>
<b>Net position, ending</b>					<b>\$ 5,804,489</b>	<b>\$ 19,466,172</b>	<b>\$ 25,270,661</b>	<b>\$ 29,043</b>

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

**Town of Burgaw, North Carolina**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2020**

	<b>Major Funds</b>	<b>Total Nonmajor Funds</b>	<b>Total Governmental Funds</b>
	<b>General</b>		
<b><u>ASSETS</u></b>			
Cash and cash equivalents	\$ 3,455,580	\$ 6,691	\$ 3,462,271
Taxes receivable, net	30,588	-	30,588
Accounts receivable, net	71,572	-	71,572
Due from other governments	257,339	-	257,339
<b>Total assets</b>	<b>\$ 3,815,079</b>	<b>\$ 6,691</b>	<b>\$ 3,821,770</b>
<b><u>LIABILITIES</u></b>			
Accounts payable and accrued liabilities	\$ 281,019	\$ -	\$ 281,019
Due to other funds	92,918	-	92,918
<b>Total liabilities</b>	<b>373,937</b>	<b>-</b>	<b>373,937</b>
<b><u>DEFERRED INFLOWS OF RESOURCES</u></b>			
Property taxes receivable	30,588	-	30,588
<b>Total deferred inflows of resources</b>	<b>30,588</b>	<b>-</b>	<b>30,588</b>
<b><u>FUND BALANCES</u></b>			
Restricted:			
Cemetery Trust Funds	119,479	-	119,479
Reserve requirement	67,408	-	67,408
Stabilization by State Statute	328,911	-	328,911
Committed:			
Economic development	-	6,691	6,691
Fire department equipment	10,000	-	10,000
Unassigned	2,884,756	-	2,884,756
<b>Total fund balances</b>	<b>3,410,554</b>	<b>6,691</b>	<b>3,417,245</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 3,815,079</b>	<b>\$ 6,691</b>	<b>\$ 3,821,770</b>

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

**Town of Burgaw, North Carolina**  
**Balance Sheet**  
**Governmental Funds (continued)**  
**June 30, 2020**

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

Total fund balances, governmental funds	\$	3,417,245
Capital assets used in governmental activities are not financial resources and therefore not reported in the funds.		
Gross capital assets at historical cost	\$	8,937,493
Accumulated depreciation		<u>(5,253,724)</u>
		3,683,769
Deferred outflows of resources related to pensions and are not reported in the funds		403,517
Earned revenues considered deferred inflows of resources in fund statements		30,588
Long-term liabilities used in governmental activities are not financial uses and therefore are not reported in the funds:		
Gross long-term debt		(822,063)
Net pension liability		(618,217)
Total pension liability		(232,067)
Deferred inflows of resources related to pension are not reported in the funds		<u>(58,283)</u>
<b>Net position of governmental activities</b>	<b>\$</b>	<b><u>5,804,489</u></b>

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

**Town of Burgaw, North Carolina**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Governmental Funds**  
**For the Year Ended June 30, 2020**

	<u>Major Funds</u>	<u>Total Nonmajor Funds</u>	<u>Total Governmental Funds</u>
	<u>General</u>		
<b>Revenues:</b>			
Ad valorem taxes	\$ 1,555,358	\$ -	\$ 1,555,358
Unrestricted intergovernmental	1,588,110	-	1,588,110
Restricted intergovernmental	116,185	-	116,185
Permits and fees	133,952	-	133,952
Sales and services	629,131	-	629,131
Investment earnings	25,970	2	25,972
Miscellaneous	265,810	-	265,810
<b>Total revenues</b>	<u>4,314,516</u>	<u>2</u>	<u>4,314,518</u>
<b>Expenditures:</b>			
Current:			
General government	731,318	-	731,318
Public safety	2,297,100	-	2,297,100
Transportation	723,859	-	723,859
Environmental protection	437,477	-	437,477
Central services	65,493	-	65,493
Culture and recreation	187,457	-	187,457
Economic development	182,660	-	182,660
Disaster recovery	121,993	-	121,993
Debt service:			
Principal	101,607	-	101,607
Interest and other charges	44,506	-	44,506
<b>Total expenditures</b>	<u>4,893,470</u>	<u>-</u>	<u>4,893,470</u>
<b>Excess (deficiency) of revenues over expenditures</b>	<u>(578,954)</u>	<u>2</u>	<u>(578,952)</u>
<b>Other financing sources (uses)</b>			
Loan proceeds	298,582	-	298,582
Sales of capital assets	49,500	-	49,500
Insurance recovery	34,935	-	34,935
<b>Total other financing sources (uses)</b>	<u>383,017</u>	<u>-</u>	<u>383,017</u>
<b>Net change in fund balances</b>	(195,937)	2	(195,935)
Fund balance, beginning as previously reported	3,792,327	6,689	3,799,016
Prior period adjustment (Note 8)	(185,836)	-	(185,836)
Fund balance, beginning as restated	<u>3,606,491</u>	<u>6,689</u>	<u>3,613,180</u>
<b>Fund balances, ending</b>	<u>\$ 3,410,554</u>	<u>\$ 6,691</u>	<u>\$ 3,417,245</u>

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

**Town of Burgaw, North Carolina**  
**Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**of Governmental Funds to the Statement of Activities**  
**For the Year Ended June 30, 2020**

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

Net change in fund balances - total governmental funds	\$	(195,935)
--	----	-----------

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. This is the amount by which capital outlays exceeded depreciation in the current period.

Capital outlay expenditures which were capitalized	\$ 649,567	
Depreciation expense for governmental assets	<u>(301,142)</u>	348,425

Contributions to the pension plan in the current fiscal year are not included on the Statement of Activities		134,669
--	--	---------

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.

Change in unavailable revenue for tax revenues		(8,347)
--	--	---------

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction has an effect on net position. Also, governmental funds report the effect of issuance costs, premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.

New long-term debt issued	(298,582)	
Principal payments on long-term debt	101,607	
(Increase) decrease in accrued interest payable	<u>(10,562)</u>	(207,537)

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

Compensated absences	(5,083)	
Pension revenue (expense)	(259,199)	
Total pension obligation (LEO)	<u>2,216</u>	<u>(262,066)</u>

<b>Total changes in net position of governmental activities</b>	<b>\$</b>	<b><u>(190,792)</u></b>
---	-----------	-------------------------

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



**Town of Burgaw, North Carolina**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual**  
**General Fund**  
**For the Year Ended June 30, 2020**

	<b>Original</b>	<b>Final</b>	<b>Actual</b>	<b>Variance with Final Budget Positive (Negative)</b>
<b>Revenues:</b>				
Ad valorem taxes	\$ 1,435,000	\$ 1,435,000	\$ 1,555,358	\$ 120,358
Unrestricted intergovernmental	1,584,800	1,584,800	1,588,110	3,310
Restricted intergovernmental	121,390	125,800	116,185	(9,615)
Permits and fees	85,500	85,500	133,952	48,452
Sales and services	597,000	597,000	629,131	32,131
Investment earnings	47,424	47,424	25,970	(21,454)
Miscellaneous	306,381	346,566	265,810	(80,756)
<b>Total revenues</b>	4,177,495	4,222,090	4,314,516	92,426
<b>Expenditures:</b>				
Current:				
General government	823,722	845,122	731,318	113,804
Public safety	1,991,825	2,396,519	2,297,100	99,419
Transportation	696,123	739,263	723,859	15,404
Environmental protection	427,682	450,787	437,477	13,310
Central services	68,395	68,395	65,493	2,902
Culture and recreation	134,483	194,075	187,457	6,618
Economic development	177,809	185,744	182,660	3,084
Disaster recovery	395,225	395,225	121,993	273,232
Debt service:				
Principal retirement	173,419	101,607	101,607	-
Interest and other charges	10,266	47,173	44,506	2,667
<b>Total expenditures</b>	4,898,949	5,423,910	4,893,470	530,440
<b>Revenues over (under) expenditures</b>	(721,454)	(1,201,820)	(578,954)	622,866
<b>Other financing sources (uses):</b>				
Loan proceeds	-	298,582	298,582	-
Sale of capital assets	-	-	49,500	-
Insurance recovery	-	-	34,935	-
<b>Total other financing sources (uses)</b>	-	298,582	383,017	84,435
Appropriated fund balance	721,454	903,238	-	
<b>Net change in fund balances</b>	\$ -	\$ -	(195,937)	\$ (195,937)
<b>Fund balance, beginning as previously reported</b>			3,792,327	
<b>Prior period adjustment (Note 8)</b>			(185,836)	
<b>Fund balance, ending</b>			\$ 3,410,554	

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

**Town of Burgaw, North Carolina**  
**Statement of Fund Net Position**  
**Proprietary Fund**  
**June 30, 2020**

	<u>Major Enterprise Water and Sewer Fund</u>
<b><u>ASSETS</u></b>	
Current assets:	
Cash and cash equivalents	\$ 2,808,980
Restricted cash and cash equivalents	101,048
Accounts receivable (net)	240,284
Due from other funds	92,918
<b>Total current assets</b>	<b>3,243,230</b>
Non-current assets:	
Capital assets:	
Land and other non-depreciable assets	2,843,593
Other capital assets, net of depreciation	16,559,847
Capital assets	19,403,440
<b>Total noncurrent assets</b>	<b>19,403,440</b>
<b>Total assets</b>	<b>22,646,670</b>
<b><u>DEFERRED OUTFLOWS OF RESOURCES</u></b>	
Pension deferrals	88,818
<b>Total deferred outflows of resources</b>	<b>88,818</b>
<b><u>LIABILITIES</u></b>	
Current liabilities:	
Accounts payable and accrued liabilities	89,740
Compensated absences	10,409
Current portion of long-term liabilities	99,320
Customer deposits	101,048
<b>Total current liabilities</b>	<b>300,517</b>
Noncurrent liabilities:	
Compensated absences	10,489
Net pension liability	159,823
Noncurrent portion of long-term debt	2,788,117
<b>Total noncurrent liabilities</b>	<b>2,958,429</b>
<b>Total liabilities</b>	<b>3,258,946</b>
<b><u>DEFERRED INFLOWS OF RESOURCES</u></b>	
Pension deferrals	10,370
<b>Total deferred inflows of resources</b>	<b>10,370</b>
<b><u>NET POSITION</u></b>	
Net investment in capital assets	16,516,003
Restricted	101,048
Unrestricted	2,849,121
<b>Total net position</b>	<b>\$ 19,466,172</b>

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

**Town of Burgaw, North Carolina**  
**Statement of Revenues, Expenses and Changes in Fund Net Position**  
**Proprietary Fund**  
**For the Year Ended June 30, 2020**

	<u>Major Enterprise Water and Sewer Fund</u>
<b>Operating revenues:</b>	
Charges for services	\$ 1,755,844
System development fees	201,995
Water and Sewer taps/impact fees	2,450
Other operating revenues	119,166
<b>Total operating revenues</b>	<u>2,079,455</u>
<b>Operating expenses:</b>	
Water and Sewer treatment	1,680,317
Depreciation	513,199
<b>Total operating expenses</b>	<u>2,193,516</u>
<b>Operating income (loss)</b>	<u>(114,061)</u>
<b>Nonoperating revenues (expenses):</b>	
Investment earnings	15,166
Interest and other charges	(49,803)
<b>Total nonoperating revenue (expenses)</b>	<u>(34,637)</u>
<b>Income (loss) before contributions and transfers</b>	<u>(148,698)</u>
Capital contributions	597,808
<b>Total contributions and transfers</b>	<u>597,808</u>
<b>Change in net position</b>	449,110
Net position, beginning as previously reported	18,831,226
Prior period adjustment (Note 8)	185,836
Net position, beginning as restated	<u>19,017,062</u>
<b>Total net position, ending</b>	<u>\$ 19,466,172</u>

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

**Town of Burgaw, North Carolina**  
**Statement of Cash Flows**  
**Proprietary Fund**  
**For the Year Ended June 30, 2020**

	<u>Major Enterprise Water and Sewer Fund</u>
<b>Cash flows from operating activities:</b>	
Cash received from customers	\$ 2,064,059
Cash paid to employees for services	(736,543)
Cash paid for goods and services	(875,229)
Customer deposits paid	(19,323)
<b>Net cash provided (used) by operating activities</b>	<u>432,964</u>
<b>Cash flows from capital and related financing activities:</b>	
Acquisition and construction of capital assets	(708,499)
Capital contributions	597,808
Principal paid on bond maturities and note agreements	(99,320)
Interest and fees paid	(49,803)
<b>Net cash provided (used) by capital and related financing activities</b>	<u>(259,814)</u>
<b>Cash flows from noncapital financing activities:</b>	
Prior period adjustment	185,836
<b>Net cash provided (used) by noncapital financing activities</b>	<u>185,836</u>
<b>Cash flows from investing activities:</b>	
Interest on investments	15,166
<b>Net cash provided (used) by investing activities</b>	<u>15,166</u>
<b>Net increase in cash and cash equivalents</b>	374,152
<b>Cash and cash equivalents - beginning of year</b>	<u>2,535,876</u>
<b>Cash and cash equivalents - end of year</b>	<u>\$ 2,910,028</u>
<b>Reconciliation of operating income (loss) to net cash provided (used) by operating activities:</b>	
<b>Operating income (loss)</b>	<u>\$ (114,061)</u>
<b>Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:</b>	
Depreciation	513,199
Change in assets, deferred outflows of resources, and liabilities:	
(Increase) decrease in accounts receivable	77,522
(Increase) decrease in due from other funds	(92,918)
Decrease in deferred outflows of resources	12,023
Increase in net pension liability	30,941
Increase in deferred inflows of resources	789
Increase (decrease) in payables	19,709
Increase (decrease) in customer deposits	(19,323)
Increase (decrease) in accrued vacation pay	5,083
<b>Total adjustments</b>	<u>547,025</u>
<b>Net cash provided (used) by operating activities</b>	<u>\$ 432,964</u>

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

## **Notes to the Financial Statements**

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements**  
**June 30, 2020**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Town of Burgaw, North Carolina (“the Town”) and its discretely presented component unit conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant accounting policies:

**A - Reporting Entity**

The Town of Burgaw is a municipal corporation that is governed by an elected mayor and a five-member council. As required by generally accepted accounting principles, these financial statements include all funds, account groups, agencies, boards, commissions, and its component unit, a legally separate entity for which the Town is financially accountable, that are controlled by or are financially dependent upon the Town. The discretely presented component unit presented below is reported in a separate column in the Town’s financial statements in order to emphasize that is legally separate from the Town.

Component unit	Method	Criteria for Inclusion	Separate Financial Statement
Burgaw TDA	Discrete	The members of the TDA Board’s governing are appointed by the Town	Town of Burgaw Finance 19 N. Walker Street Burgaw, NC 28425

**B - Basis of Presentation**

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

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

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

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

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**B - Basis of Presentation - Fund Accounting (continued)**

The Town reports the following major governmental funds:

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

The Town reports the following non-major governmental funds:

**Home Programs Fund** - This Special Revenue Fund accounts for home funds.

The Town reports the following major enterprise fund:

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

**Stormwater Mitigation Project Fund** - This Capital Project Fund is used to account for the Town's infrastructure problems in critical areas around Pender Memorial Hospital.

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

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

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

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

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**C - Measurement Focus and Basis of Accounting (continued)**

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

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

The Town considers all revenues available if they are collected within 90 days after year-end, except for property taxes. Ad Valorem taxes receivable are not accrued as a revenue because the amount is not susceptible to accrual. At June 30, taxes receivable for property other than motor vehicles are materially past due and are not considered to be an available resource to finance the operations of the current year. Also, as of September 1, 2013, State law altered the procedures for the assessment and collection of property taxes on registered motor vehicles in North Carolina. Effective with this change in the law, the State of North Carolina is responsible for billing and collecting the property taxes on registered motor vehicles on behalf of all municipalities and special tax districts. Property taxes are due when vehicles are registered. The billed taxes are applicable to the fiscal year in which they are received. Uncollected taxes that were billed in periods prior to September 1, 2013 and for limited registration plates are shown as a receivable in these financial statements and are offset by deferred inflows of resources. Sales taxes and certain intergovernmental revenues, such as the utilities franchise tax, collected and held by the State at year-end on behalf of the Town are recognized as revenue. Sales taxes are considered shared revenue for the Town of Burgaw because the tax is levied by Pender County and then remitted to and distributed by the State. Most intergovernmental revenue and sales and services are not susceptible to accrual because generally they are not measurable until received in cash. All taxes, including those dedicated for specific purposes are reported as general revenues rather than program revenues. Under the terms of grant agreements, the Town funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there is both restricted and unrestricted net position available to finance the program. It is the Town's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants, and then general revenues. Grant revenue that is unearned at year-end is recorded as deferred revenue.

**D - Budgetary Data**

The Town's budgets are adopted as required by the North Carolina General Statutes. An annual budget is adopted for the General and the Enterprise Funds. All annual appropriations lapse at the fiscal-year end. Project ordinances are adopted for Special Revenue Funds and Capital Projects Funds. Expenditures may not legally exceed appropriations at the departmental level for all annually budgeted funds and at the object level for the multi-year funds. The Town Manager is authorized to transfer up to 10 percent of any department's appropriation to any other department within the same fund. Any interfund transfer must be approved by the governing board. The budget ordinance must be adopted by July 1 of the fiscal year or the governing board must adopt an interim budget that covers that time until the annual ordinance can be adopted.



**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

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

1. Deposits and Investments

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

State law [G.S. 159-30(c)] authorizes the Town to invest in obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States; obligations of the State of North Carolina; bonds and notes of any North Carolina local government or public authority; obligations of certain nonguaranteed federal agencies; certain high quality issues of commercial paper and banker's acceptances and the North Carolina Capital Management Trust (NCCMT).

The Town of Burgaw's investments with a maturity of more than one year at acquisition and non-money market investments are reported at fair value as determined by quoted market prices. The securities of the NCCMT Government Portfolio, a SEC-registered (2a-7) money market mutual fund, are valued at fair value. The NCCMT-Term Portfolio is bond fund, has no rating and is measured at fair value. As of June 30, 2020. The Term portfolio has a duration of .15 years. Because the NCCMT Government and Term Portfolios have a weighted average maturity of less than 90 days, they are presented as an investment with a maturity of less than 6 months.

2. Cash and Cash Equivalents

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

3. Restricted Assets

Customer deposits held by the Town before any services are supplied are restricted to the service for which the deposit was collected.

Business-type activities:	
Water and Sewer Fund	
Customer deposits	\$ 101,048
Total business-type activities	101,048
Total restricted cash	\$ 101,048

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

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

4. Ad Valorem Taxes Receivable

In accordance with State law [G.S. 105-347 and G.S. 159-13(a)], the Town levies ad valorem taxes other than motor vehicles on July 1, the beginning of the fiscal year. The taxes are due on September 1 (lien date); however, interest does not accrue until the following January 6th. These taxes are based on the assessed values as of January 1, 2019. As allowed by State law, the Town has established a schedule of discounts that apply to taxes that are paid prior to the due date. In the Town's General Fund, ad valorem tax revenue is reported net of such discounts.

5. Allowance for Doubtful Accounts

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

6. Inventory and Prepaid Items

The Town's General Fund and Enterprise Fund inventories consist of expendable supplies that are recorded as expenditures when purchased. The Town has no prepaid items.

7. Capital Assets

Capital assets are defined by the government as assets with an initial, individual cost of more than a certain threshold and an estimated life in excess of two years. Minimum capitalization costs are \$5,000 for all asset categories. Purchased or constructed capital assets are reported at cost or estimated historical cost. Donated capital assets received prior to June 30, 2015 are recorded at their estimated fair value at the date of donation. Donated capital assets received after June 30, 2015 are recorded at acquisition value. All other purchased or constructed capital assets are reported at cost or estimated historical cost. General infrastructure assets acquired prior to July 1, 2003, consist of the road network and water and sewer system assets that were acquired or that received substantial improvements subsequent to July 1, 1980, and are reported at estimated historical cost using deflated replacement cost. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

<u>Asset Class</u>	<u>Estimated Life by Percentage</u>
Infrastructure	2%
Buildings	5%
Furniture and equipment	20%
Maintenance and construction Equipment	20%
Medium and heavy motor vehicles	20%
Automobiles and light trucks	20%

8. Deferred Outflows/Inflows of Resources

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

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

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

9. Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the straight-line method that approximates the effective interest method. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

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

10. Compensated Absences

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

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

11. Net Position / Fund Balances

Net Position

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

Fund Balances

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

The governmental fund types classify fund balances as follows:

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

Perpetual maintenance - Cemetery resources that are required to be retained in perpetuity for maintenance of the Town of Burgaw Cemetery.

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

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

11. Net Position / Fund Balances (continued)

Fund Balances (continued)

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

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

*Committed Fund Balance* - portion of fund balance that can only be used for specific purposes imposed by majority vote by quorum of the Town's governing body. The governing body can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken to remove or revise the limitation.

Committed for Economic Development - portion of fund balance assigned by the board for economic development.

Committed for Fire Department Equipment - portion of fund balance assigned by board for Fire Department capital outlay in future years.

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

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

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

11. Net Position / Fund Balances (continued)

Fund Balances (continued)

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

The Town of Burgaw has also adopted a minimum fund balance policy for the General Fund which instructs management to conduct the business of the Town in such a manner that available fund balance is at least equal to or greater than 25% of budgeted expenditures. Any portion of the General Fund balance in excess of 25% of budgeted expenditures may be appropriated for one-time expenditures and may not be used for any purpose that would obligate the Town in a future budget.

12. Defined Benefit Cost-Sharing Plans

For purposes of measuring the net pension asset, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Local Governmental Employees' Retirement System (LGERS) and additions to/deductions from LGERS' fiduciary net position have been determined on the same basis as they are reported by LGERS. For this purpose, plan member contributions are recognized in the period in which the contributions are due. The Town of Burgaw's employer contributions are recognized when due and the Town of Burgaw has a legal requirement to provide the contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of LGERS. Investments are reported at fair value.

**NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**A - Material Violations of Finance-Related Legal and Contractual provisions**

1. Noncompliance with North Carolina General Statutes

None.

2. Contractual violations

None.

**B - Deficit Fund Balance or Net Position of Individual funds**

None.

**C - Excess of Expenditures over Appropriations**

None.

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS**

**A - Assets**

1. Deposits

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

At June 30, 2020, the Town's deposits had a carrying amount of \$3,400,603 and a bank balance of \$3,285,335. Federal Deposit Insurance covered the bank balance of the Town.

At June 30, 2020 the carrying amount of deposits for Burgaw TDA was 29,043. All of these amounts were covered by federal depository insurance.

2. Investments

At June 30, 2020, the Town had \$2,971,696 invested in North Carolina Capital Management Trust's Government Portfolio which carried a credit rating of AAAM by Standard and Poor's. The Town has no credit policy regarding credit risk.

3. Receivables - Allowance for Doubtful Accounts

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

General Fund:	
Accounts receivable	\$ 13,825
Total General Fund	13,825
Enterprise Fund:	
Water and Sewer Fund - accounts receivable	21,038
Total Enterprise Fund	21,038
Total	\$ 34,863

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**A - Assets (continued)**

4. Capital Assets

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

<b>Governmental activities:</b>	Beginning			Ending
	Balances	Increases	Decreases	Balances
<b>Capital assets not being depreciated:</b>				
Land	\$ 562,728	\$ -	\$ -	\$ 562,728
Total capital assets not being depreciated	<u>562,728</u>	<u>-</u>	<u>-</u>	<u>562,728</u>
<b>Capital assets being depreciated:</b>				
Buildings and improvements	3,116,597	-	-	3,116,597
Equipment and vehicles	3,637,867	649,567	(387,745)	3,899,689
Infrastructure	1,358,479	-	-	1,358,479
Total capital assets being depreciated	<u>8,112,943</u>	<u>649,567</u>	<u>(387,745)</u>	<u>8,374,765</u>
<b>Less accumulated depreciation for:</b>				
Buildings and improvements	1,752,239	66,288	-	1,818,527
Equipment and vehicles	3,385,916	154,767	(387,745)	3,152,938
Infrastructure	214,590	67,669	-	282,259
Total accumulated depreciation	<u>5,352,745</u>	<u>288,724</u>	<u>(387,745)</u>	<u>5,253,724</u>
Total capital assets being depreciated, net	<u>2,760,198</u>			<u>3,121,041</u>
<b>Governmental activities capital assets, net</b>	<u>\$ 3,322,926</u>			<u>\$ 3,683,769</u>

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

General government	\$ 57,745
Public safety	166,017
Transportation	25,263
Central services	3,609
Economic development	14,436
Environmental protection	10,827
Cultural and recreational	10,827
Total depreciation expense	<u>\$ 288,724</u>

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**A - Assets (continued)**

4. Capital Assets (continued)

**Business-type activities:**

	Beginning			Ending
	Balances	Increases	Decreases	Balances
<b>Water and Sewer fund:</b>				
<b>Capital assets not being depreciated:</b>				
Land	\$ 60,861	\$ -	\$ -	\$ 60,861
Construction in progress	2,104,983	677,749	-	2,782,732
Total capital assets not being depreciated	<u>2,165,844</u>	<u>677,749</u>	<u>-</u>	<u>2,843,593</u>
<b>Capital assets being depreciated:</b>				
Water and sewer system	23,712,171	30,750	-	23,742,921
Vehicles	221,547	-	-	221,547
Total capital assets being depreciated	<u>23,933,718</u>	<u>30,750</u>	<u>-</u>	<u>23,964,468</u>
<b>Less accumulated depreciation for:</b>				
Water and sewer system	6,764,846	492,969	-	7,257,815
Vehicles	126,576	20,230	-	146,806
Total accumulated depreciation	<u>6,891,422</u>	<u>513,199</u>	<u>-</u>	<u>7,404,621</u>
Total capital assets being depreciated, net	<u>17,042,296</u>			<u>16,559,847</u>
<b>Water and Sewer fund capital assets, net</b>	<u><u>\$ 19,208,140</u></u>			<u><u>\$ 19,403,440</u></u>



**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities**

1. Pension Plan and Postemployment Obligations

*a. Local Governmental Employees' Retirement System*

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

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

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

*Contributions.* Contribution provisions are established by General Statute 128-30 and may be amended only by the North Carolina General Assembly. Town of Burgaw employees are required to contribute 6% of their compensation. Employer contributions are actuarially determined and set annually by the LGERS Board of Trustees. The Town of Burgaw's contractually required contribution rate for the year ended June 30, 2020, was 9.70% of compensation for law enforcement officers and 8.95% for general employees, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year. Contributions to the pension plan from the Town of Burgaw were \$181,985 for the year ended June 30, 2020.

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

1. Pension Plan and Postemployment Obligations (continued)

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

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

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

At June 30, 2020, the Town reported a liability of \$778,040 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2018. The total pension liability was then rolled forward to the measurement date of June 30, 2019 utilizing update procedures incorporating the actuarial assumptions. The Town's proportion of the net pension asset was based on a projection of the Town's long-term share of future payroll covered by the pension plan, relative to the projected future payroll covered by the pension plan of all participating LGERS employers, actuarially determined. At June 30, 2019, the Town's proportion was 0.02849%, which was an increase of 0.00071% from its proportion measured as of June 30, 2018.

For the year ended June 30, 2020, the Town recognized pension expense (revenue) of \$350,269. At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 133,221	\$ -
Changes of assumptions	126,808	-
Net difference between projected and actual earnings on pension plan investments	18,977	-
Changes in proportion and differences between Town contributions and proportionate share of contributions	304	23,876
Town contributions subsequent to the measurement date	181,985	-
Total	\$ 461,295	\$ 23,876

\$181,985 reported as deferred outflows of resources related to pensions resulting from Town contributions subsequent to the measurement date will be recognized as a decrease of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year ended June 30:</b>	
2021	\$ 131,183
2022	3,485
2023	69,545
2024	17,622
2025	-
Thereafter	-

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

1. Pension Plan and Postemployment Obligations (continued)

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

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

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

Inflation	3.0 percent
Salary increases	3.50 to 8.10 percent, including inflation and productivity factor
Investment rate of return	7.00 percent net of pension plan investment expense, including inflation

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

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

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

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

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Fixed Income	29.0%	1.4%
Global Equity	42.0%	5.3%
Real Estate	8.0%	4.3%
Alternatives	8.0%	8.9%
Credit	7.0%	6.0%
Inflation Protection	6.0%	4.0%
Total	100.0%	

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

1. Pension Plan and Postemployment Obligations (continued)

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

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

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

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

*Sensitivity of the Town's proportionate share of the net pension liability to changes in the discount rate.* The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.00 percent, as well as what the Town's proportionate share of the net pension asset or net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.00 percent) or one percentage point higher (8.00 percent) than the current rate:

	<b>1% Decrease (6.00%)</b>	<b>Discount Rate (7.00%)</b>	<b>1% Increase (8.00%)</b>
Town's proportionate share of the net pension liability (asset)	\$ 1,779,519	\$ 778,040	\$ (54,393)

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

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

1. Pension Plan and Postemployment Obligations (continued)

*b. Law Enforcement Officers' Special Separation Allowance*

1. *Plan Description.*

The Town of Burgaw administers a public employee retirement system (the *Separation Allowance*), a single-employer defined benefit pension plan that provides retirement benefits to the Town's qualified sworn law enforcement officers under the age of 62 who have completed at least 30 years of creditable service or have attained 55 years of age and have completed five or more years of creditable service. The Separation Allowance is equal to 0.85 percent of the annual equivalent of the base rate of compensation most recently applicable to the officer for each year of creditable service. The retirement benefits are not subject to any increases in salary or retirement allowances that may be authorized by the General Assembly. Article 12D of G.S. Chapter 143 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly.

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

Retirees receiving benefits	1
Terminated plan members entitled to but not yet receiving benefits	-
Active plan members	13
<b>Total</b>	<b>14</b>

2. *Summary of Significant Accounting Policies*

*Basis of Accounting.* The Town has chosen to fund the Separation Allowance on a pay as you go basis. Pension expenditures are made from the General Fund, which is maintained on the modified accrual basis of accounting. Benefits are recognized when due and payable in accordance with the terms of the plan. The Separation Allowance has no assets accumulated in a trust that meets the criteria which are outlined in GASB Statement 73.

3. *Actuarial Assumptions*

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

Inflation	2.50 percent	
Salary increases	3.50 to 7.35 percent, including inflation and productivity factor	
Discount rate	3.26 percent	

The discount rate is based on the yield of the S&P Municipal Bond 20 Year High Grade Rate Index as of December 31, 2018.

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

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

1. Pension Plan and Postemployment Obligations (continued)

*b. Law Enforcement Officers' Special Separation Allowance (continued)*

4. *Contributions*

The Town is required by Article 12D of G.S. Chapter 143 to provide these retirement benefits and has chosen to fund the amounts necessary to cover the benefits earned on a pay as you go basis through appropriations made in the General Fund operating budget. There were no contributions made by employees. The Town's obligation to contribute to this plan is established and may be amended by the North Carolina General Assembly. Administration costs of the Separation Allowance are financed through investment earnings. The Town paid \$15,006 as benefits came due for the reporting period.

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

At June 30, 2020, the Town reported a total pension liability of \$232,067. The total pension liability was measured as of December 31, 2019 based on a December 31, 2018 actuarial valuation. The total pension liability was then rolled forward to the measurement date of December 31, 2019 utilizing update procedures incorporating the actuarial assumptions. For the year ended June 30, 2020, the Town recognized pension expense of \$18,578.

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 16,473	\$ 36,188
Changes of assumptions	14,567	8,589
Benefit payments and plan administrative expense made subsequent to the measurement date	-	-
<b>Total</b>	<b>\$ 31,040</b>	<b>\$ 44,777</b>

\$0 reported as deferred outflows of resources related to pensions resulting from benefit payments made and administrative expenses incurred subsequent to the measurement date. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year ended June 30:</b>	
2021	\$ (7,923)
2022	(7,893)
2023	(6,944)
2024	1,248
2025	3,967
Thereafter	3,808

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

1. Pension Plan and Postemployment Obligations (continued)

*b. Law Enforcement Officers' Special Separation Allowance (continued)*

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

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

	<b>1% Decrease</b>	<b>Current</b>	<b>1% Increase</b>
	<b>(2.26%)</b>	<b>Discount rate</b>	<b>(4.26%)</b>
	<b>_____</b>	<b>_____</b>	<b>_____</b>
Total pension liability	\$ 259,653	\$ 232,067	\$ 207,637

**Schedule of Changes in total Pension Liability**  
**Law Enforcement Officer's Special Separation Allowance**

	<b>2020</b>
	<b>_____</b>
Beginning balance	\$ 191,672
Service Cost	19,797
Interest on the total pension liability	6,704
Changes of benefit terms	-
Differences between expected and actual experience in the measurement of the total pension liability	19,260
Changes of assumptions or other inputs	9,640
Benefit payments	(15,006)
Ending balance of the total pension liability	<b>_____</b> <b>_____</b> \$ 232,067

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

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

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

1. Pension Plan and Postemployment Obligations (continued)

*b. Law Enforcement Officers' Special Separation Allowance (continued)*

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

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

	<u>LGERS</u>	<u>LEOSSA</u>	<u>Total</u>
Pension expense	\$ 350,269	\$ 18,578	\$ 368,847
Pension liability	778,040	232,067	1,010,107
Proportionate share of the net pension liability	0.02849%	n/a	
Deferred of Outflows of Resources			
Differences between expected and actual experience	133,221	16,473	149,694
Changes of assumptions	126,808	14,567	141,375
Net difference between projected and actual earnings on plan investments	18,977	-	18,977
Changes in proportion and differences between contributions and proportionate share of contributions	304	-	304
Benefit payments and administrative costs paid subsequent to the measurement date	181,985	-	181,985
Deferred of Inflows of Resources			
Difference between expected and actual experience	-	36,188	36,188
Changes of assumptions	-	8,589	8,589
Net difference between projected and actual earnings on plan investments	-	-	-
Changes in proportion and differences between contributions and proportionate share of contributions	23,876	-	23,876

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

*Plan Description.* The Town contributes to the Supplemental Retirement Income Plan (Plan), a defined contribution pension plan administered by the Department of State Treasurer and a Board of Trustees. The Plan provides retirement benefits to law enforcement officers employed by the Town. Article 5 of G.S. Chapter 135 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly.



**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

1. Pension Plan and Postemployment Obligations (continued)

***c. Supplemental Retirement Income Plan for Law Enforcement Officers (continued)***

The Supplemental Retirement Income Plan for Law Enforcement Officers is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes the pension trust fund financial statements for the Internal Revenue Code Section 401(k) plan that includes the Supplemental Retirement Income Plan for Law Enforcement Officers. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 27699-1410, or by calling (919) 981-5454.

*Funding Policy.* Article 12E of G.S. Chapter 143 requires the Town to contribute each month an amount equal to five percent of each officer's salary, and all amounts contributed are vested immediately. Also, the law enforcement officers may make voluntary contributions to the plan. The Town made contributions of \$30,717 for the reporting year. No amounts were forfeited.

***d. Firemen's and Rescue Squad Workers' Pension Fund***

*Plan Description.* The State of North Carolina contributes, on behalf of the Town of Burgaw, to the Firefighters' and Rescue Squad Workers' Pension Fund (FRSWPF), a cost-sharing multiple-employer defined benefit pension plan with a special funding situation administered by the State of North Carolina. FRSWPF provides pension benefits for eligible fire and rescue squad workers who have elected to become members of the fund. Article 86 of G.S. Chapter 58 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly. Management of the plan is vested in the LGERS Board of Trustees, which consists of 13 members – nine appointed by the Governor, one appointed by the state Senate, one appointed by the state House of Representatives, and the State Treasurer and State Superintendent, who serve as ex-officio members. The Firefighters' and Rescue Squad Workers' Pension Fund is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes financial statements and required supplementary information for the Firefighters' and Rescue Squad Workers' Pension Fund. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 27699-1410, by calling (919) 981-5454, or at [www.osc.nc.gov](http://www.osc.nc.gov).

*Benefits Provided.* FRSWPF provides retirement and survivor benefits. The present retirement benefit is \$170 per month. Plan members are eligible to receive the monthly benefit at age 55 with 20 years of creditable service as a firefighter or rescue squad worker and have terminated duties as a firefighter or rescue squad worker. Eligible beneficiaries of members who die before beginning to receive the benefit will receive the amount paid by the member and contributions paid on the member's behalf into the plan. Eligible beneficiaries of members who die after beginning to receive benefits will be paid the amount the member contributed minus the benefits collected.

*Contributions.* Plan members are required to contribute \$10 per month to the plan. The State, a non-employer contributor, funds the plan through appropriations. The Town does not contribute to the plan. Contribution provisions are established by General Statute 58-86 and may be amended only by the North Carolina General Assembly. For the fiscal year ending June 30, 2020, the State contributed \$18,302,000 to the plan. The Town's proportionate share of the State's contribution is \$6,579.

*Refunds of Contributions.* Plan members who are no longer eligible or choose not to participate in the plan may file an application for a refund of their contributions. Refunds include the member's contributions and contributions paid by others on the member's behalf. No interest will be paid on the amount of the refund. The acceptance of a refund payment cancels the individual's right to employer contributions or any other benefit provided by FRSWPF.

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

1. Pension Plan and Postemployment Obligations (continued)

*e. Other Postemployment Benefits*

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

2. Deferred Outflows and Inflows of Resources

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

	<b><u>Deferred Outflows of Resources</u></b>
Differences between expected and actual experience	\$ 149,694
Changes of assumptions	141,375
Net difference between projected and actual earnings on pension plan investments	18,977
Changes in proportion and differences between Town contributions and proportionate share of contributions	304
Town contributions subsequent to the measurement date	<u>181,985</u>
Total	<u><u>\$ 492,335</u></u>

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

	<b><u>Statement of Net Position</u></b>	<b><u>General Fund Balance Sheet</u></b>
Taxes receivable, less penalties (General Fund)	\$ -	\$ 30,588
Changes in assumptions	8,589	-
Differences between expected and actual experience	36,188	-
Changes in proportion and differences between employer contributions and proportionate share of contributions	23,876	-
Total	<u><u>\$ 68,653</u></u>	<u><u>\$ 30,588</u></u>

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

**3. 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. Through a commercial carrier the town has workers' compensation coverage in the amount of \$500,000 per occurrence. The Town carries commercial employee health coverage for unlimited lifetime maximum limit.

The Town carries commercial coverage for all other risks of loss. Through commercial carriers, the Town has property, general liability, and auto liability of \$2 million, \$3 million, and \$1 million, respectively. In accordance with G.S. 159-29, the Town's employees that have access to \$100 or more at any given time of the Town's funds are performance bonded through a commercial surety bond. The Finance Director and the Town Manager are individually bonded for \$100,000.

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

There have been no significant reductions in insurance coverage in the prior year and settled claims have not exceeded coverage in any of the past three fiscal years.

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

At June 30, 2020, the Town was a defendant to various lawsuits. In the opinion of the Town's management and the Town attorneys, the ultimate effect of these legal matters will not have a material adverse effect on the Town's financial position.

**5. Long-Term Obligations**

**a. Installment Purchase**

*Governmental Activities:*

On August 22, 2006 the Town entered into a direct placement contract for the purchase of a 2006 Pierce Fire Truck. The property is pledged as collateral for the debt while the debt is outstanding. The contract will be paid in annual installments of \$51,841 including interest at 2.41% for 10 years. Original amount financed \$610,000. The balance at June 30, 2020 was \$100,052.

On May 26, 2010 the Town entered into a direct placement contract for the purchase of a 2001 Pierce Fire Truck. The property is pledged as collateral for the debt while the debt is outstanding. The contract will be paid in annual installments of \$10,538 including interest at 4.00% for 15 years. Original amount financed \$130,000. This note was refinanced with BB&T for 13 years at 2.69%. Payments are \$10,538 including interest. The balance at June 30, 2020 was \$57,682.

On December 1, 2016 the Town entered into a direct placement contract for the purchase of a 2017 Freightliner fire Truck. The property is collateral for the debt while the debt is outstanding. The contract will be paid in quarterly installments of \$6,000 including interest at 0.00% for 10 years. The balance at June 30, 2020 was \$132,000.

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

5. Long-Term Obligations (continued)

a. Installment Purchase (continued)

On May 21, 2020 the Town entered into a direct placement contract for the purchase of a 2020 Freightliner fire Truck. The property is collateral for the debt while the debt is outstanding. The contract will be paid in annual installments of \$24,159 including interest at 3.27% for 7 years. The balance at June 30, 2020 was \$129,484

On August 27, 2019 the Town entered into a direct placement contract for the purchase of a 2020 fire Truck. The property is collateral for the debt while the debt is outstanding. The contract will be paid in annual installments of \$29,858. Interest is set at 0.00% for 10 years. The balance at June 30, 2020 was \$298,582.

Annual debt service requirements to maturity for long-term obligations are as follows:

<u>Year ending June 30</u>	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2021	\$ 132,199	\$ 8,196
2022	134,284	6,111
2023	84,583	3,970
2024	85,533	3,020
2025	86,512	2,043
2026-2029	194,689	3,390
<b>Totals</b>	<b>\$ 717,800</b>	<b>\$ 26,730</b>

b. Revolving Loan

\$1,306,397 State Revolving Loan issued on June 27, 2018; interest at 0.00% due May 1, 2037. Payments of \$65,320 beginning on May 1, 2020 to May 1, 2037. The balance at June 30, 2020 was \$1,110,437.

Annual debt service requirements to maturity for long-term obligations are as follows:

<u>Year ending June 30</u>	<u>Business-type Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2021	\$ 65,320	\$ -
2022	65,320	-
2023	65,320	-
2024	65,320	-
2025	65,320	-
2026-2030	326,600	-
2031-2035	326,600	-
2036-2037	130,647	-
<b>Totals</b>	<b>\$ 1,110,447</b>	<b>\$ -</b>

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

5. Long-Term Obligations (continued)

c. Revenue Bonds

\$2,000,000 Water Sewer Revenue Series 201 issued on November 28, 2013; interest at 2.75% beginning June 1, 2016. Payments ranging from \$29,000 on June 1, 2016 to \$81,000 on June 1, 2052. The balance at June 30, 2020 was \$1,777,000.

Annual debt service requirements to maturity for long-term obligations are as follows:

Year ending June 30	Principal	Interest
2021	\$ 35,000	\$ 49,645
2022	36,000	48,645
2023	37,000	47,645
2024	38,000	46,645
2025	39,000	45,645
2026-2030	214,000	209,225
2031-2035	245,000	178,225
2036-2040	281,000	142,225
2041-2045	321,000	102,225
2046-2050	370,000	53,225
2051-2052	161,000	8,290
<b>Totals</b>	<b>\$ 1,777,000</b>	<b>\$ 931,640</b>

The Town has been in compliance with all covenants in Section 3.04 of the Bond Order, authorizing the issuance of the Sewer Revenue bonds. The debt service coverage ratio calculation for the year ended June 30, 2020, is as follows:

Operating revenues	\$ 2,049,455
Operating expenses*	1,680,317
Operating income	318,493
Nonoperating revenues (expenses)**	15,166
Income available for debt service	333,659
Debt service principal and interest paid (Revenue bond only)	\$ 84,645
Debt service coverage ratio	394%

\* This does not include the depreciation expenses of \$513,199

\*\* This does not include revenue bond interest paid of \$49,803.

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**B - Liabilities (continued)**

5. Long-Term Obligations (continued)

d. Changes in Long-Term Liabilities

<b>Governmental activities:</b>	Beginning Balances	Increases	Decreases	Ending Balance	Current Portion
Direct placement installment purchase	\$ 520,825	\$ 298,582	\$ (101,607)	\$ 717,800	\$ 132,199
Compensated absences	71,768	46,747	(14,252)	104,263	45,000
Net pension liability (LGERS)	530,152	88,065	-	618,217	-
Total pension obligation (LEO)	191,672	40,395	-	232,067	-
Governmental activity long-term liabilities	<u>\$ 1,314,417</u>	<u>\$ 473,789</u>	<u>\$ (115,859)</u>	<u>\$ 1,672,347</u>	<u>\$ 177,199</u>
<b>Business-type activities:</b>	Beginning Balances	Increases	Decreases	Ending Balance	Current Portion
Water and Sewer Fund:					
Revenue bonds	\$ 1,811,000	\$ -	\$ (34,000)	\$ 1,777,000	\$ 34,000
NC Clean Water SRF Loan	1,175,757	-	(65,320)	1,110,437	65,320
Compensated absences	15,815	10,898	(5,815)	20,898	10,409
Net pension liability (LGERS)	128,882	30,941	-	159,823	-
Business-type activity long-term liabilities	<u>\$ 3,131,454</u>	<u>\$ 41,839</u>	<u>\$ (105,135)</u>	<u>\$ 3,068,158</u>	<u>\$ 109,729</u>

At June 30, 2020, the Town of Burgaw had a legal debt margin of \$22,478,055.

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 3 - DETAIL NOTES ON ALL FUNDS (continued)**

**C - Interfund Balances and Activity**

There were no transfers between funds during the year ended June 30, 2020.

Internal balances between funds at made up the following at June 30, 2020:

<b>General Fund</b>	
Due to Water/Sewer Fund	\$ 92,918
Total General Fund	92,918
 <b>Water/Sewer Fund</b>	
Due from General Fund	92,918
Total Water/Sewer Fund	\$ 92,918

**D - Net Investment in Capital Assets**

	<b>Governmental</b>	<b>Business-Type</b>
Capital assets	\$ 3,683,769	\$ 19,403,440
less: long-term debt	(813,869)	(2,884,437)
Net investment in capital asset	\$ 2,869,900	\$ 16,519,003

**E - Fund Balance**

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

Total fund balance - General Fund	\$ 3,410,554
Less:	
Cemetery Trust	119,479
Fire Department Equipment	10,000
Stabilization by State Statute	328,911
Reserve requirement	67,408
Remaining fund balance	\$ 2,884,756

The outstanding encumbrances are amounts needed to pay any commitments related to purchase orders and contracts that remain unperformed at year-end. There were no outstanding encumbrances at June 30, 2020.

**Town of Burgaw, North Carolina**  
**Notes to the Financial Statements (continued)**  
**June 30, 2020**

**NOTE 4 - SUMMARY DISCLOSURE OF SIGNIFICANT CONTINGENCIES**

**Federal and State Assisted Programs**

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

**NOTE 5 - RESTATEMENTS**

**Prior Period Adjustments**

During the fiscal year ended June 30, 2020, the Town determined that transfers were posted in error. A \$92,918 transfer entry was posted backwards, which required a \$185,836 adjustment to the beginning net position for the Water and Sewer Fund and a (\$185,836) adjustment to beginning fund balance in the General Fund. For purposes of the Statement of Activities and Statement of Net Position, the two adjustments offset themselves so that the previously reported total net position of \$25,012,343 for the year ended June 30, 2020 has not changed.

**NOTE 6 - SUBSEQUENT EVENTS**

Subsequent events were evaluated through September 4, 2020, which is the date the financial statements were available to be issued.



## Required Supplementary Financial Data

---

**This section contains additional information required by generally accepted accounting principles.**

---

- Schedule of Proportionate Share of Net Pension Liability for Local Government Employees' Retirement System.
- Schedule of Contributions to Local Government Employees' Retirement System.
- Schedule of Changes in Total Pension Liability
- Schedule of Total Pension Liability as a Percentage of Covered Payroll

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

**Local Government Employees' Retirement System**

	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>
Burgaw's proportion of the net pension liability (asset) (%)	0.0285%	0.0278%	0.0282%	0.2710%	0.0251%	0.0028%	2.4600%
Burgaw's proportion of the net pension liability (asset) (\$)	\$ 778,040	\$ 659,034	\$ 430,817	\$ 575,153	\$ 112,647	\$ (167,606)	\$ 296,524
Burgaw's covered-employee payroll	\$ 1,751,602	\$ 1,687,389	\$ 1,464,643	\$ 1,476,434	\$ 1,341,195	\$ 1,393,619	\$ 1,408,429
Burgaw's proportionate share of the net pension liability (asset) as percentage of its covered-employee payroll	44.42%	39.06%	29.41%	38.96%	8.40%	-12.03%	21.05%
Plan fiduciary net position as a percentage* of the total pension liability	91.63%	91.63%	94.18%	91.47%	98.09%	102.64%	94.35%

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

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

**Town of Burgaw, North Carolina**  
**Town of Burgaw's Contributions**  
**Required Supplementary Information**  
**Last Seven Fiscal Years**

**Local Government Employees' Retirement System**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required contribution	\$ 181,985	\$ 139,860	\$ 125,829	\$ 99,519	\$ 100,553	\$ 96,220	\$ 99,470
Contributions in relation to the contractually required contribution	181,985	139,860	125,829	99,519	100,553	96,220	99,470
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Burgaw's covered-employee payroll	\$ 1,977,515	\$ 1,751,602	\$ 1,687,389	\$ 1,464,643	\$ 1,476,434	\$ 1,341,195	\$ 1,393,619
Contributions as a percentage of covered-employee payroll	9.20%	7.98%	7.46%	6.79%	6.81%	7.17%	7.14%

**Town of Burgaw, North Carolina**  
**Schedule of Changes in Total Pension Liability**  
**Law Enforcement Officers' Special Separation Allowance**  
**June 30, 2020**

**Schedule of Changes in total Pension Liability**  
**Law Enforcement Officer's Special Separation Allowance**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Beginning balance	\$ 191,672	\$ 202,465	\$ 261,199	\$ 269,698
Service Cost	19,797	20,463	14,809	15,342
Interest on the total pension liability	6,704	5,985	9,578	9,144
Changes of benefit terms	-	-	-	-
Differences between expected and actual experience in the measurement of the total pension liability	19,260	(1,210)	(69,388)	-
Changes of assumptions or other inputs	9,640	(9,895)	12,403	(5,844)
Benefit payments	(15,006)	(26,136)	(26,136)	(27,141)
Other changes	-	-	-	-
Ending balance of the total pension liability	<u>\$ 232,067</u>	<u>\$ 191,672</u>	<u>\$ 202,465</u>	<u>\$ 261,199</u>

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

**Town of Burgaw, North Carolina**  
**Schedule of Total Pension Liability as a Percentage of Covered Payroll**  
**Law Enforcement Officers' Special Separation Allowance**  
**June 30, 2020**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Total pension liability	\$ 232,067	\$ 191,672	\$ 202,465	\$ 269,698
Covered payroll	668,630	594,850	577,469	621,153
Total pension liability as a percentage of covered payroll	34.71%	32.22%	35.06%	43.42%

Notes to the schedules:

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

## **Individual Fund Statements and Schedules**

## **General Fund**

**Town of Burgaw, North Carolina**  
**General Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual**  
**For the Year Ended June 30, 2020**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>Revenues:</b>			
<b>Ad valorem taxes:</b>			
Taxes	\$	\$ 1,555,358	\$
Penalties and interest		-	
<b>Total</b>	<u>1,435,000</u>	<u>1,555,358</u>	<u>120,358</u>
<b>Unrestricted intergovernmental:</b>			
Utility sales tax		468,233	
Telecommunication sales tax		32,049	
Piped natural gas sales tax		4,022	
Local option sales taxes		1,046,692	
Video franchise fee		19,518	
Beer and wine tax		17,596	
<b>Total</b>	<u>1,584,800</u>	<u>1,588,110</u>	<u>3,310</u>
<b>Restricted intergovernmental:</b>			
Powell bill allocation		109,281	
Solid waste disposal tax		3,904	
Other grants		3,000	
<b>Total</b>	<u>125,800</u>	<u>116,185</u>	<u>(9,615)</u>
<b>Permits and fees:</b>			
Permits and inspection fees		19,228	
Zoning permits and fees		114,724	
<b>Total</b>	<u>85,500</u>	<u>133,952</u>	<u>48,452</u>
<b>Sales and services:</b>			
Refuse collection fees		276,106	
Depot sales		8,147	
Sales of materials		450	
Fire contracts		344,428	
<b>Total</b>	<u>597,000</u>	<u>629,131</u>	<u>32,131</u>
<b>Investment earnings</b>	<u>47,424</u>	<u>25,970</u>	<u>(21,454)</u>
<b>Miscellaneous:</b>			
ABC profit distribution		63,101	
Rents		2,488	
Donations		21,778	
FEMA reimbursement		158,771	
Other operating		19,672	
<b>Total</b>	<u>346,566</u>	<u>265,810</u>	<u>(80,756)</u>
<b>Total revenues</b>	<u>\$ 4,222,090</u>	<u>\$ 4,314,516</u>	<u>\$ 113,880</u>



**Town of Burgaw, North Carolina**  
**General Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual (continued)**  
**For the Year Ended June 30, 2020**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>Expenditures:</b>			
<b>General government:</b>			
Town commissioners fees	\$	\$ 31,649	\$
Professional services		29,055	
Non departmental		282,134	
Other operating expenditures		32,485	
<b>Total</b>	<u>482,398</u>	<u>375,323</u>	<u>107,075</u>
<b>Administration:</b>			
Salaries and employee benefits		229,496	
Other operating expenditures		126,499	
<b>Total</b>	<u>362,724</u>	<u>355,995</u>	<u>6,729</u>
<b>Total general government</b>	<u>845,122</u>	<u>731,318</u>	<u>113,804</u>
<b>Public safety:</b>			
<b>Police:</b>			
Salaries and employee benefits		977,292	
Other operating expenditures		179,954	
Capital outlay		84,967	
<b>Total</b>	<u>1,280,525</u>	<u>1,242,213</u>	<u>38,312</u>
<b>Fire:</b>			
Salaries and employee benefits		326,977	
Other operating expenditures		140,056	
Capital outlay		459,619	
<b>Total</b>	<u>958,139</u>	<u>926,652</u>	<u>31,487</u>
<b>Inspections:</b>			
Salaries and employee benefits		118,982	
Other operating expenditures		9,253	
<b>Total</b>	<u>157,855</u>	<u>128,235</u>	<u>29,620</u>
<b>Total public safety:</b>	<u>2,396,519</u>	<u>2,297,100</u>	<u>99,419</u>
<b>Transportation:</b>			
Salaries and employee benefits		191,393	
Contracted services		390,009	
Other operating expenditures		104,613	
Capital outlay		37,844	
<b>Total</b>	<u>\$ 739,263</u>	<u>\$ 723,859</u>	<u>\$ 15,404</u>

**Town of Burgaw, North Carolina**  
**General Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual (continued)**  
**For the Year Ended June 30, 2020**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>Environmental protection:</b>			
<b>Sanitation:</b>			
Salaries and employee benefits	\$	\$ 68,570	\$
Contracted services		333,105	
Other operating expenditures		30,001	
<b>Total</b>	<u>444,386</u>	<u>431,676</u>	<u>12,710</u>
<b>Cemetery:</b>			
Other operating expenditures		5,801	
<b>Total</b>	<u>6,401</u>	<u>5,801</u>	<u>600</u>
<b>Total environmental protection</b>	<u>450,787</u>	<u>437,477</u>	<u>13,310</u>
<b>Central services:</b>			
<b>Garage:</b>			
Salaries and employee benefits		50,473	
Other operating expenditures		15,020	
<b>Total</b>	<u>68,395</u>	<u>65,493</u>	<u>2,902</u>
<b>Culture and recreation:</b>			
Salaries and employee benefits		67,629	
Municipal Park-Operations		52,691	
Capital outlay		67,137	
<b>Total</b>	<u>194,075</u>	<u>187,457</u>	<u>6,618</u>
<b>Economic development:</b>			
Salaries and employee benefits		112,549	
Incubator kitchen		13,972	
Depot		42,145	
Planning and zoning		13,994	
<b>Total</b>	<u>\$ 185,744</u>	<u>\$ 182,660</u>	<u>\$ 3,084</u>

**Town of Burgaw, North Carolina**  
**General Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances -**  
**Budget and Actual (continued)**  
**For the Year Ended June 30, 2020**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>Disaster recovery:</b>			
Salaries and employee benefits	\$	\$ 45,937	\$
Other operating expenditures		76,056	
<b>Total</b>	<u>395,225</u>	<u>121,993</u>	<u>273,232</u>
<b>Debt service:</b>			
Principal retirement		101,607	
Interest and fees		44,506	
<b>Total</b>	<u>148,780</u>	<u>146,113</u>	<u>2,667</u>
<b>Total expenditures</b>	<u>5,423,910</u>	<u>4,893,470</u>	<u>530,440</u>
<b>Revenues over (under) expenditures</b>	<u>(1,201,820)</u>	<u>(578,954)</u>	<u>622,866</u>
<b>Other financing sources (uses):</b>			
Loan proceeds	298,582	298,582	-
Sale of surplus	-	49,500	49,500
Insurance recovery	-	34,935	34,935
<b>Total</b>	<u>298,582</u>	<u>383,017</u>	<u>84,435</u>
Fund balance appropriated	<u>903,238</u>	-	<u>903,238</u>
<b>Net change in fund balance</b>	<u>\$ -</u>	<u>(195,937)</u>	<u>\$ (195,937)</u>
<b>Fund balance, beginning as previously reported</b>		3,792,327	
<b>Prior period adjustment (Note 8)</b>		<u>(185,836)</u>	
<b>Fund balances, ending</b>		<u>\$ 3,410,554</u>	

## **Nonmajor Governmental Funds**

**Town of Burgaw, North Carolina**  
**Special Revenue Fund - Home Programs Fund**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balances**  
**Budget and Actual (Non - GAAP)**  
**From Inception and for the Year Ending June 30, 2020**

	<u>Project</u>	<u>Actual</u>			<u>Variance</u>
	<u>Authorization</u>	<u>Prior Year</u>	<u>Current</u>	<u>Total to</u>	<u>Positive</u>
		<u>Actual</u>	<u>Year</u>	<u>Date</u>	<u>(Negative)</u>
<b>Revenues:</b>					
Restricted intergovernmental:					
HUD-Home Program	\$ 285,839	\$ 286,925	\$ -	\$ 286,925	\$ 1,086
NC Housing Finance Agency	221,511	129,834	-	129,834	(91,677)
Town match	40,000	36,979	-	36,979	(3,021)
Program income	-	51,650	-	51,650	51,650
Interest and late fees	-	1,085	2	1,087	1,087
<b>Total revenues</b>	<u>547,350</u>	<u>506,473</u>	<u>2</u>	<u>506,475</u>	<u>(40,875)</u>
<b>Expenditures:</b>					
Current:					
Economic and physical development:					
Administration	91,111	80,676	-	80,676	10,435
Rehabilitation	456,239	392,683	-	392,683	63,556
Revolving loan	-	6,425	-	6,425	(6,425)
<b>Total expenditures</b>	<u>547,350</u>	<u>479,784</u>	<u>-</u>	<u>479,784</u>	<u>67,566</u>
<b>Revenues over expenditures</b>	<u>\$ -</u>	<u>\$ 26,689</u>	<u>2</u>	<u>\$ 26,691</u>	<u>\$ 26,691</u>
<b>Fund balance, beginning</b>			<u>6,689</u>		
<b>Fund balance, ending</b>			<u>\$ 6,691</u>		

## **Enterprise Funds**

**Town of Burgaw, North Carolina**  
**Water and Sewer Fund**  
**Schedule of Revenues and Expenditures**  
**Budget and Actual (Non - GAAP)**  
**For the Year Ended June 30, 2020**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Positive (Negative)</u>
<b>Revenues:</b>			
<b>Operating revenues:</b>			
Charges for services	\$	\$ 1,755,844	\$
System development fees		201,995	
Water and sewer taps		2,450	
Other operating revenues		119,166	
<b>Total</b>	<u>1,827,000</u>	<u>2,079,455</u>	<u>252,455</u>
<b>Nonoperating revenues:</b>			
Interest income		15,166	
<b>Total</b>	<u>15,000</u>	<u>15,166</u>	<u>166</u>
<b>Total revenues</b>	<u>1,842,000</u>	<u>2,094,621</u>	<u>252,621</u>
<b>Expenditures:</b>			
Salaries and employee benefits		736,522	
Utilities		87,697	
Contracted services		169,786	
Maintenance and repairs		29,327	
Treatment charges		469,273	
Other operating expenditures		50,261	
Departmental supplies and materials		88,614	
Capital outlay		30,750	
<b>Total</b>	<u>1,692,877</u>	<u>1,662,230</u>	<u>30,647</u>
<b>Debt service:</b>			
Principal payments		99,320	
Interest and fees		49,803	
<b>Total</b>	<u>149,123</u>	<u>149,123</u>	<u>-</u>
<b>Total expenditures</b>	<u>1,842,000</u>	<u>1,811,353</u>	<u>30,647</u>
<b>Revenues and other financing sources over expenditures and other uses</b>	<u>-</u>	<u>283,268</u>	<u>283,268</u>
<b>Fund balance appropriated</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net change in fund balance</b>	<u>\$ -</u>	<u>\$ 283,268</u>	<u>\$ 283,268</u>

**Town of Burgaw, North Carolina**  
**Water and Sewer Fund**  
**Schedule of Revenues and Expenditures**  
**Budget and Actual (Non - GAAP) (continued)**  
**For the Year Ended June 30, 2020**

**Reconciliation from budgetary basis  
(modified accrual) to full accrual:**

<b>Net change in fund balance</b>	<u>\$ 283,268</u>
<b>Reconciling items:</b>	
Principal retirement	99,320
Change in accrued vacation pay	(5,083)
Depreciation	(513,199)
Capital contributions	597,808
Increase in net pension liability	(30,941)
Decrease in deferred outflows - pensions	(12,024)
Increase in deferred inflows - pensions	(789)
Capital outlay	<u>30,750</u>
<b>Total reconciling items</b>	<u>165,842</u>
<b>Change in net position</b>	<u>\$ 449,110</u>



**Town of Burgaw, North Carolina**  
**Stormwater Mitigation Project Fund**  
**Schedule of Revenues and Expenditures**  
**Budget and Actual (Non - GAAP)**  
**From inception and For the Year Ended June 30, 2020**

	<u>Project Authorization</u>	<u>Actual</u>		<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
		<u>Prior Years</u>	<u>Current Year</u>		
<b>Revenues - Sewer Projects:</b>					
Restricted intergovernmental:					
Golden LEAF Foundation	\$ 478,000	\$ 40,875	\$ 341,525	\$ 382,400	\$ (95,600)
Dept of Environmental Quality Grant	347,000	41,105	256,283	297,388	(49,612)
Town contribution	262,862	17,681	-	17,681	(245,181)
Pender Memorial Hospital	132,100	20,350	-	20,350	(111,750)
<b>Total revenues</b>	<u>1,219,962</u>	<u>120,011</u>	<u>597,808</u>	<u>717,819</u>	<u>(502,143)</u>
<b>Expenditures:</b>					
Engineering	214,200	94,058	106,094	200,152	14,048
Legal and administration	17,510	-	8,156	8,156	9,354
Contingency	112,000	-	111,274	111,274	726
Construction	876,252	432,899	452,226	885,125	(8,873)
<b>Total expenditures</b>	<u>1,219,962</u>	<u>526,957</u>	<u>677,750</u>	<u>1,204,707</u>	<u>15,255</u>
<b>Revenues over (under) expenditures</b>	<u>-</u>	<u>(406,946)</u>	<u>(79,942)</u>	<u>(486,888)</u>	<u>(486,888)</u>
<b>Other financing sources:</b>					
Transfer from Water and Sewer	-	471,571	-	471,571	471,571
<b>Total other financing sources</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>471,571</u>	<u>471,571</u>
<b>Revenues and other sources over (under) expenditures</b>	<u>\$ -</u>	<u>\$ 64,625</u>	<u>\$ (79,942)</u>	<u>\$ (15,317)</u>	<u>\$ (15,317)</u>

## **Other Schedules**

---

**This section contains additional information on property taxes.**

---

- Schedule of Ad Valorem Taxes Receivable
- Analysis of Current Tax Levy

**Town of Burgaw, North Carolina**  
**Schedule of Ad Valorem Taxes Receivable**  
**June 30, 2020**

<u>Fiscal Year</u>	<u>Uncollected Balances June 30, 2019</u>	<u>Additions</u>	<u>Collections and Credits</u>	<u>Uncollected Balances June 30, 2020</u>
2019-2020	\$ -	\$ 1,540,959	\$ 1,529,420	\$ 11,539
2018-2019	34,456	-	27,373	7,083
2017-2018	9,266	-	4,816	4,450
2016-2017	6,956	-	4,187	2,769
2015-2016	2,754	-	880	1,874
2014-2015	1,893	-	669	1,224
2013-2014	3,000	-	2,076	924
2012-2013	3,443	-	3,085	358
2011-2012	2,873	-	2,694	179
2010-2011	2,925	-	2,737	188
2009-2010	2,534	-	2,534	-
	<u>\$ 70,100</u>	<u>\$ 1,540,959</u>	<u>\$ 1,580,471</u>	<u>30,588</u>

Less: allowance for uncollectible accounts - General Fund

-

**Ad valorem taxes receivable - net**

\$ 30,588

**Reconciliation to revenues:**

Ad valorem taxes - General Fund

\$ 1,555,358

Reconciling items:

Interest collected

(2,050)

Other adjustments

27,163

Subtotal

25,113

**Total collections and credits**

\$ 1,580,471

**Town of Burgaw, North Carolina**  
**Analysis of Current Year Tax Levy**  
**Town-Wide Levy**  
**June 30, 2020**

	Town-Wide Levy			Total Levy	
	Property Valuation	Rate	Total Levy	Property Excluding Registered Motor Vehicles	Registered Motor Vehicles
	<b>Original levy:</b>				
Property taxed at current rate	\$ 356,165,909	0.44	\$ 1,567,130	\$ 1,358,569	\$ 208,561
Releases	<u>(5,947,955)</u>	0.44	<u>(26,171)</u>	<u>(26,004)</u>	<u>(167)</u>
<b>Total property valuation</b>	<b><u><u>\$ 350,217,955</u></u></b>				
<b>Net levy</b>			1,540,959	1,332,565	208,394
<b>Uncollected taxes at June 30, 2020</b>			<u>(11,539)</u>	<u>(11,539)</u>	<u>-</u>
<b>Current year's taxes collected</b>			<b><u><u>\$ 1,529,420</u></u></b>	<b><u><u>\$ 1,321,026</u></u></b>	<b><u><u>\$ 208,394</u></u></b>
<b>Current levy collection percentage</b>			<b><u><u>99.25%</u></u></b>	<b><u><u>99.13%</u></u></b>	<b><u><u>100.00%</u></u></b>

## **Compliance Section**

# S. Preston Douglas & Associates, LLP

CERTIFIED PUBLIC ACCOUNTANTS

## MEMBERS

American Institute of CPAs  
N. C. Association of CPAs

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

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the accompanying basic financial statements of Town of Burgaw, as of and for the fiscal year then ended June 30, 2020, and the related notes to the financial statements, which collectively comprise Town of Burgaw's basic financial statements, and have issued our report thereon dated September 4, 2020. The financial statements of Burgaw TDA were not audited in accordance with *Government Auditing Standards*.

#### Internal Control Over Financial Reporting

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

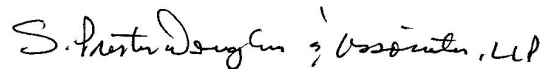
Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant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

Compliance and Other Matters

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

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 of 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 "S. Peter Douglas & Associates, LLP". The signature is written in a cursive style.

Lumberton, North Carolina  
September 4, 2020

**Town of Burgaw, North Carolina**  
**Schedule of Findings and Questioned Costs**  
**June 30, 2020**

**Section I. Summary of Auditor's Results**

*Financial Statements*

Type of auditor's report issued:	Unmodified		
Internal control over financial reporting:			
• Material weakness(es) identified?	_____ yes	<u>  X  </u> no	
• Significant deficiency(s) identified that are not considered to be material weaknesses	_____ yes	<u>  X  </u> none reported	
• Noncompliance material to financial statements	_____ yes	<u>  X  </u> no	

**Section II. Financial Statement Findings**

None reported.



**Town of Burgaw, North Carolina  
Summary Schedule of Prior Audit Findings  
For the Year Ended June 30, 2020**

There were no findings in the prior year.