

**Town of Montreat**  
**Board of Commissioners Meeting – Public Forum**  
**February 10, 2022 – 6:00 p.m.**  
**Town Hall & Zoom Software**

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**I. Call to Order**

- Welcome
- Moment of Silence

**II. Agenda Adoption**

**III. Captain Andrew Melton of the NC Wildlife Resources Commission – Discussion of bear hunting in Montreat**

**IV. Public Comments**

**V. Adjournment**

**Town of Montreat  
Board of Commissioners  
Town Council Meeting  
February 10, 2022 – 7:00 p.m.  
In person and Zoom software**

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**I. Call to Order**

- Pledge of Allegiance
- Moment of Silence

**II. Agenda Adoption**

**III. Mayor’s Communications**

**IV. Consent Agenda**

A. Meeting Minutes Adoption

- January 13th Town Council Public Forum Meeting Minutes
- January 13th Town Council Meeting Minutes
- January 31<sup>st</sup> Special Meeting Minutes

***All items on the Consent Agenda are considered routine, to be enacted by one motion with the adoption of the agenda and without discussion. If a member of the governing body requests discussion of an item, it will be removed from the Consent Agenda and considered separately.***

**VI. Town Administrator’s Communications**

- Consent Agenda Review
- Other Items

**VII. Administrative Reports**

- Administration
- Finance
- Planning and Zoning
- Police
- Public Works and Water
- Sanitation
- Streets

**VIII. Public Comment**

***Public comments will be heard during this period for any and all items.***

**IX. Old Business**

**X. New Business**

**A. Presentation of Fiscal Year 2020 Audit by Carter, P.A.**

- **Presentation only**

**B. Hiring of Ben T. Blackburn, Jr. as Interim Town Administrator**

- **Suggested Motion: Move to appoint/deny Benjamin T. Blackburn, Jr. as Interim Town Administrator at the rate of \$50 per hour.**
- **Oath of Office**

**C. Planning & Zoning Commission Appointment**

- **Suggested Motion: Move to appoint/deny Jean David to a three-year term ending on January 31, 2025 to the Planning & Zoning Commission as an alternate 2 member**

**D. Budget Amendment #5**

- **Suggested Motion: Move to approve/deny Budget Amendment #5 in the amount of \$12,500 to pay for Stormwater Services Contract**

**E. Stormwater Contract**

- **Suggested Motion: Move to approve/deny Stormwater Contract with Land-of-Sky Regional Council in the amount of \$12,500**

**F. Discussion of Manager-Council Form of Government**

- Discussion only

**XI. Public Comment**

*Public comments will be heard during this period for any and all items.*

**XII. Commissioner Communications**

**XIII. Dates to Remember**

- Tree Board, Tuesday, February 22<sup>nd</sup> at 9:30 a.m. in the Town Hall with in person attendance and Zoom Software
- Board of Adjustment, Tentatively Thursday, February 24<sup>th</sup> at 7:00 p.m. in the Town Hall with in person attendance and Zoom Software
- Montreat Landcare Committee, Wednesday, March 2<sup>nd</sup> at 9:00 a.m. location to be determined
- Planning & Zoning Commission, Thursday, March 10<sup>th</sup> at 10:30 a.m. in the Town Hall with in person attendance and Zoom Software
- Town Council Meeting, Thursday, March 10<sup>th</sup> at 7:00 p.m. in the Town Hall with in person attendance and Zoom Software. Public Forum begins at 6:30 p.m.
- Comprehensive Plan Steering Committee Meeting, Thursday, March 21<sup>st</sup> at 10:00 a.m. in the Town Hall and Zoom Software
- Tree Board, Tuesday, March 29<sup>th</sup> at 9:30 a.m. in the Town Hall with in person attendance and Zoom Software

**XIV. Adjournment**



**Town of Montreat  
Board of Commissioners  
Public Forum Meeting Minutes  
January 13, 2022 – 6:30 p.m.  
Town Hall & Zoom**

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Board members present: Mayor Pro Tem Tom Widmer  
Commissioner Kitty Fouche  
Commissioner Mason Blake  
Commissioner Jane Alexander  
Commissioner Kent Otto

Board members absent: Mayor Tim Helms

Town staff present: Alex Carmichael, Town Administrator  
Angie Murphy, Town Clerk  
Scott Adams, Zoning Administrator

Approximately thirteen members of the public were present. Mayor Pro Tem Tom Widmer called the meeting to order at 6:30 p.m., and led the group in a moment of silence.

Mayor Pro Tem Tom Widmer stated that Mayor Tim Helms would not be at the meeting this month.

**Agenda Approval**

Commissioner Kitty Fouche moved to adopt the agenda as presented. Commissioner Kent Otto seconded and the motion carried 5/0.

**Public Forum**

Mr. Tom Frist of 98 Frist Road mentioned that he had recently been hacked online and warned people not to open his emails. Mr. Frist also expressed his appreciation with the dedication and seriousness of the Board of Adjustment members. Mr. Frist stated he was full of admiration for the civility on both sides of the recent Special Use Permit Hearing and hopes the civility will continue.

Mr. Ed Kramer of 134 Kanawha Drive expressed his displeasure with the deliberations of the recent Board of Adjustment case concerning the MRA Lodge. Mr. Kramer did not understand how 50 hours of testimony could be boiled down to 2 hours of deliberation. Mr. Kramer respectfully requested the Board of Commissioners to not reappoint Mrs. Martha Chastain and Mr. Robert Sulaski.

Mrs. Shirley Mitchell of 201 Harmony Lane urged the Commission to go back and listen to the last two hours of the Special Use Permit hearing. Mrs. Mitchell was appreciative of the Board of Adjustment members but felt their deliberations were rushed. Commissioner Kent Otto took a

moment to state that he was disappointed in the personal attacks toward the Board of Adjustment members. Commissioner Otto reminded everyone to be aware of how we treat our neighbors. Commissioner Mason Blake thanked Commissioner Otto for his comments and also expressed his agreement.

Mrs. Shirley Mitchell of 201 Harmony Lane felt that during the deliberations that the BOA members did not consider the facts presented.

### **Adjournment**

Commissioner Kent Otto moved to adjourn the meeting. Commissioner Jane Alexander seconded and the motion carried 5/0. The meeting was adjourned at 6:46 p.m.

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Tim Helms, Mayor

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Angie Murphy, Town Clerk

**Town of Montreat  
Board of Commissioners  
Meeting Minutes  
January 13, 2022 – 7:00 p.m.  
Zoom Meeting with in person attendance**

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Board members present: Mayor Pro Tem Tom Widmer  
Commissioner Jane Alexander  
Commissioner Mason Blake  
Commissioner Kitty Fouche  
Commissioner Kent Otto

Board members present via  
Zoom: None

Board members absent: Mayor Tim Helms

Town staff present: Alex Carmichael, Town Administrator  
Angie Murphy, Town Clerk  
David Arrant, Chief of Police  
Scott Adams, Zoning Administrator  
Barry Creasman, Public Works Director  
Darlene Carrasquillo, Finance Officer

Town staff present via Zoom: None

Approximately fifteen members of the public were present at Town Hall and several more were watching via Zoom. Mayor Pro Tem Tom Widmer called the meeting to order at 7:00 p.m., and led the group in the pledge of allegiance and a moment of silence.

**Agenda Approval**

Commissioner Kitty Fouche moved to adopt the agenda as amended. Commissioner Mason Blake seconded and the motion carried 5/0.

**Mayor Pro Tem's Communications**

Mayor Pro Tem Tom Widmer thanked the Board of Adjustment members for their volunteer hours and expressed his admiration for the approximately 50 hours of time spent on the Special Use Permit

hearings. Mayor Pro Tem Widmer also thanked Town Clerk Angie Murphy for sending out the 2022 Sanitation Calendars and reminded everyone that extra copies could be picked up in the office of the Town Clerk. Mayor Pro Tem Widmer also mentioned that the new non-emergency police dispatch number was on the bottom of the postcards.

### **Meeting Minutes Adoption**

- December 9<sup>th</sup> Town Council Public Forum Meeting Minutes
- December 9<sup>th</sup> Town Council Meeting Minutes

### **Town Administrator's Communications**

Mr. Carmichael informed the Commission that the Town's MS4 (stormwater) permit is expiring and needs to be renewed. Mr. Carmichael advised that there are a series of annual reports which have not been completed in a number of years but Staff members are working diligently to get this permit renewed. Mr. Carmichael announced his resignation with the Town of Montreat. Mr. Carmichael thanked the Community for their support and the experiences. Mr. Carmichael expressed his love for Montreat and stated his last day will be February 20<sup>th</sup>.

### **Administrative Reports**

- Administration – This report was given in written format.
- Finance – This report was given in written format.
- Planning & Zoning – This report was given in written format.
- Police – This report was given in written format.
- Public Works and Water – This report was given in written format.
- Sanitation – This report was given in written format.
- Streets – This report was given in written format.

### **Public Comment**

Mrs. Shannon Ingersoll of 124 Eastminster Terrace stated she was concerned about the bear issue and wondered what, if any, recourse the citizens have with regards to the bears and the hunters. Mayor Pro Tem Widmer advised Mrs. Ingersoll that there will be another public comment period after the bear discussion.

### **Old Business**

There was no Old Business to discuss.

### **New Business**

- A. Refer to Planning & Zoning Commission, ETJ R4: Mr. Carmichael stated that the Planning & Zoning Commission had received several comments about the setbacks and difficulty building in the Upper Greybeard area of the ETJ. The Planning & Zoning Commission requested the Board of Commissioners to look into establishing a new zoning district in the ETJ. Commissioner Kent Otto moved to refer to Planning & Zoning Commission investigation of the establishment of a R4 Zoning District for the ETJ. The motion died due to lack of a second.
- B. Resolution #22-01-0001 Ratifying Memorandum of Understanding Between Buncombe County and the Town of Montreat: Mr. Carmichael advised that last month the Commissioners approved a Memorandum of Understanding (MOU) between Buncombe County and the Town of Montreat for backup inspection and permitting services by motion but Town Staff recently found out an MOU needs to be passed by ordinance. Mr. Carmichael stated that this resolution will ratify last month's decision. Commissioner Kitty Fouche moved to approve Resolution #22-01-0001 as presented. Commissioner Jane Alexander seconded and the motion carried 5/0.
- C. Metropolitan Sewerage District Board Appointee: Commissioner Kent Otto moved to appoint Matt Ashley to the Metropolitan Sewerage District Board for a term of three years to expire January 31, 2024. Commissioner Kitty Fouche seconded and the motion carried 5/0. Commissioner Jane Alexander advised that Mr. Ashley has been Montreat's representative for a number of years and he has been very diligent about attending meetings.
- D. Board of Adjustment Appointments: Commissioner Mason Blake moved to appoint Robert Sulaski to a three year term ending on January 31, 2025 to the Board of Adjustment as a regular member. Commissioner Kent Otto seconded and stated that Mr. Sulaski is one of the most prominent builders in the community and is a man of integrity. The motion carried 5/0. Commissioner Jane Alexander moved to appoint Martha Chastain to a three year term ending on January 31, 2025 to the Board of Adjustment as a regular member. Commissioner Kitty Fouche seconded and the motion carried 5/0. Commissioner Kitty Fouche moved to appoint Arrington Cox to a three year term ending on January 31, 2025 to the Board of Adjustment as a regular member. Commissioner Jane Alexander seconded and the motion carried 5/0. Commissioner Kent Otto moved to appoint Beth Barker to a three year term ending on January 31, 2025 to the Board of Adjustment as an ETJ member. Commissioner Mason Blake seconded and the motion carried 5/0. Commissioner Mason Blake moved to appoint Danny Sharpe to a three year term ending on January 31, 2025 to the Board of Adjustment as an alternate 1 member. Commissioner Jane Alexander seconded and the motion carried 5/0. Commissioner Jane Alexander moved to appoint David Neel to a three year term ending on January 31, 2025 to the Board of Adjustment as an alternate 2 member. Commissioner Kitty Fouche seconded and the motion carried 5/0. Mayor Pro Tem Widmer thanked everyone who was appointed for volunteering their time and also thanked AnnKelso Hewitt and Margaret Waterstradt who are cycling off the Board of Adjustment.

- E. Planning & Zoning Commission Appointments: Commissioner Kitty Fouche moved to appoint John Hinkle to a three year term ending on January 31, 2025 to the Planning & Zoning Commission as a regular member. Commissioner Kent Otto seconded and the motion carried 5/0. Commissioner Kent Otto moved to appoint Bill Scheu to a three year term ending on January 31, 2025 to the Planning & Zoning Commission as a regular member. Commissioner Mason Blake seconded and the motion carried 5/0. Commissioner Mason Blake moved to appoint Dan Dean to a three year term ending on January 31, 2025 to the Planning & Zoning Commission as a regular member. Commissioner Kent Otto seconded and the motion carried 5/0. Commissioner Jane Alexander moved to appoint Julie Schell to a two year term of an unexpired term ending on January 31, 2024 to the Planning & Zoning Commission as a regular member. Commissioner Kitty Fouche seconded and the motion carried 5/0. Ms. Schell will assume Mason Blake's former position on the P&Z Commission. Commissioner Kitty Fouche moved to appoint Wade Burns to a three year term ending on January 31, 2025 to the Planning & Zoning Commission as a regular member. Commissioner Jane Alexander seconded and the motion carried 5/0. Commissioner Kent Otto moved to appoint Liz Johnson to a three year term ending on January 31, 2025 to the Planning & Zoning Commission as a regular member. Commissioner Mason Blake seconded and the motion carried 5/0. Commissioner Mason Blake moved to appoint Sally Stansill to a three year term ending on January 31, 2025 to the Planning & Zoning Commission as an alternate 1 member. Commissioner Jane Alexander seconded and the motion carried 5/0. Mayor Pro Tem Tom Widmer thanked Commissioner Mason Blake for his previous service on the Planning & Zoning Commission. Mayor Pro Tem Widmer also mentioned that current ETJ representative Allen Crawford's term expires on January 31, 2022. Mr. Crawford owns property in the Upper Greybeard area of the ETJ but recent revisions of the Montreat Zoning Ordinance indicate that the representative must live in the ETJ. Staff members are going to work on getting Mr. Crawford reappointed.
- F. Tree Board Appointments: Commissioner Jane Alexander moved to appoint Brad Hestir to a three year term ending on January 31, 2025 to the Tree Board as a regular member. Commissioner Kitty Fouche seconded and the motion carried 5/0. Commissioner Kitty Fouche moved to appoint Maggie Ray to a three year term ending on January 31, 2025 to the Tree Board as a regular member. Commissioner Kent Otto seconded and the motion carried 5/0. Commissioner Kent Otto moved to appoint Philip Arnold to a three year term ending on January 31, 2025 to the Tree Board as a regular member. Commissioner Mason Blake seconded and the motion carried 5/0. Mayor Pro Tem Tom Widmer thanked outgoing Chair Ann Vinson for all of her hard work.
- G. Open Spaces Conservation Committee Appointment: Commissioner Mason Blake moved to appoint Mari Gramling to a three year term ending on January 31, 2025 to the Open Spaces Conservation Committee as a regular member. Commissioner Jane Alexander seconded and the motion carried 5/0. Mayor Pro Tem Widmer thanked outgoing member Philip Arnold for his

service. Mayor Pro Tem Tom Widmer stated that 18 appointments were made tonight and he appreciated everyone for their willingness to make Montreat a better place.

- H. Discussion of bear hunting effects within the Town (Discussion Only): Mayor Pro Tem Tom Widmer stated that this situation is not an issue of bear hunting but rather an issue of public safety. There was a situation earlier in the month where unleashed dogs were racing around Town chasing a bear at the close of bear hunting season. Mayor Pro Tem Widmer observed a situation with loose dogs and read an email from Jacob and Erin Thielman concerning their small children and close proximity to the dogs and a bear. Another resident had a youtube video of the loose dogs and a bear. Commissioner Mason Blake stated that the Town of Montreat has several ordinances, including one regarding unleashed dogs, that address the situation, but are somewhat difficult to enforce. Mayor Pro Tem Tom Widmer stated that at the February Town Council meeting guest speaker, Captain Andrew Melton of the NC Wildlife Resources Commission, will listen, advise and educate about the situation. Mayor Pro Tem Widmer also stated that the president of the bear hunting club on Old Toll Road has offered to meet with the Commission as well. Commissioner Kent Otto expressed his concerns over the bears but reminded everyone that the hunters are important because they help control the bear population.

#### **Public Comment**

Mrs. Shirley Mitchell of 201 Harmony Lane expressed her concerns about the stormwater system for the proposed MRA hotel. Testimony during the SUP hearing indicated that the planned stormwater system would not be adequate and runoff will go into the creek. Mrs. Mitchell expressed her concerns that the Town might be sued if the system were to fail.

Mrs. Shannon Ingersoll of 124 Eastminster Terrace stated that she hears the dogs regularly during hunting season. Mrs. Ingersoll agreed with both remarks made by Commissioners Blake and Otto and felt that all suggestions should be completed in unison.

Mark and Joely Rogers of 97 Shenandoah Terrace detailed an experience they had recently with a pack of dogs attacking a bear in their yard and driveway. They felt that there was little attempt on behalf of the hunters to control the dogs. Mr. Rogers took a video of the incident. The Rogers would like to see stronger laws regarding hunting and/or loose dog running free within Town limits.

Mr. Wade Burns of 211 Virginia Road felt that a combination of community education and working with the bear clubs would help a lot with the situation.

#### **Commissioner Communications**

There were no Commissioner Communications.

**Dates to Remember**

- Town Offices Closed, Monday, January 17<sup>th</sup> for MLK Jr. Day. Sanitation services will resume at 8:00 a.m. on Tuesday, January 18<sup>th</sup>.
- Montreat Tree Board Meeting, Tuesday, January 25<sup>th</sup> at 9:30 a.m. in the Town Hall and by Zoom Software
- Comprehensive Plan Steering Committee Meeting, Wednesday, January 26<sup>th</sup> at 10:00 a.m. in the Town Hall and by Zoom Software
- Montreat Landcare Committee, Wednesday, February 2<sup>nd</sup> at 9:00 a.m. location to be determined
- Town Council Meeting, Thursday, February 10<sup>th</sup> at 7:00 p.m. in the Town Hall and by Zoom Software. Public Forum begins at 6:30 p.m.

**Closed Session**

Commissioner Kitty Fouche moved to enter into Closed Session in accordance with NCGS 143-318.11(6) for discussion of a personnel matter. Commissioner Kent Otto seconded and the motion carried 5/0.

Upon returning to Open Session, Commissioner Kent Otto moved to hire Morgan Bocanegra for the position of Patrol Officer at a starting salary of \$38,604. Commissioner Jane Alexander seconded and the motion carried 5/0.

**Adjournment**

Commissioner Kitty Fouche moved to adjourn the meeting. Commissioner Kent Otto seconded and the motion carried 5/0. The meeting was adjourned at 9:01 p.m.

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Tim Helms , Mayor

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Angie Murphy, Town Clerk



**Town of Montreat  
Board of Commissioners  
Special Meeting Minutes  
January 31, 2022 - 12:00 p.m.  
In person attendance only**

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Board members present: Mayor Tim Helms  
Mayor Pro Tem Tom Widmer  
Commissioner Jane Alexander  
Commissioner Kitty Fouche  
Commissioner Kent Otto  
Commissioner Mason Blake

Board members present via  
Zoom: None

Board members absent: None

Town staff present: Alex Carmichael, Town Administrator  
Angie Murphy, Town Clerk

Town staff present via Zoom: None

There were zero members of the public present at Town Hall. Mayor Helms called the meeting to order at 12:00 p.m.

**Agenda Approval**

Commissioner Mason Blake moved to adopt the agenda as presented. Commissioner Kitty Fouche seconded and the motion carried 5/0.

**Closed Session**

Commissioner Jane Alexander moved to enter into Closed Session in accordance with NCGS §143-318.11(6) for discussion of a personnel matter and NCGS §143-318.11(3) for attorney consultation. Commissioner Kitty Fouche seconded and the motion carried 5/0.

After returning to Open Session no business was conducted.

**Adjournment**

Commissioner Jane Alexander moved to adjourn the meeting. Mayor Pro Tem Tom Widmer seconded and the motion carried 5/0. The meeting was adjourned at 1:02 p.m.

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Tim Helms , Mayor

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Angie Murphy, Town Clerk



**ADMINISTRATIVE REPORTS:  
 ADMINISTRATION**

Town Administration report for the month of January 2022

<b>Monthly Statistics</b>	<b>2021</b>	<b>2022</b>
Public Meetings	5	8
Inter-Organizational /Intergovernmental Meetings	3	1
Agendas Prepared	4	7
Minutes Transcribed	4	4
Resolutions Drafted	0	1
Public Records Requests Processed	0	3
Water Bills Processed	674	676
Leak Adjustments	10	4
New Water Accounts Established	1	3
Purchase Orders	69	55
Professional Development Hours	16	5
Sunshine List Messages		16
Website Posts	9	16
Social Media Posts	0	0
Code Red Alerts	1	0
Workers Compensation Claims	0	0

**Upcoming Events and Schedule Changes**

**Comments**

N/A

**Staff Communications**

N/A



**TOWN OF MONTREAT**

P. O. Box 423, Montreat, NC 28757  
Tel: (828) 669-8002 | Fax: (828) 669-3810  
www.townofmontreat.org

**ADMINISTRATIVE REPORTS:  
BUILDINGS AND INSPECTIONS**

Buildings and Inspections report for the month of January 2022

Monthly Statistics	2021	2022
Building Permits Issued	7	6
Pending Building Permits	0	0
Building Inspections Performed	26	22
Stop Work Orders Issued	0	0
Defective Building Posted	0	0
Denied Building Permits	0	0
Fire Inspections Performed	0	0
Fire Re-Inspections Performed	0	0
Fire Permits Issued	0	0

**Comments**

**Staff Communications**



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**ADMINISTRATIVE REPORTS:  
 STREETS**

Streets Department report for the month of January , 2022

<b>Monthly Statistics</b>	2021	2022
Miles of Road Maintained	15.46	17.12
Miles of New Road Constructed	0	0
Public Trees Removed	5	0
Sand Applied to Roads (tons)	0	0
Ice Melt Applied to Roads (pounds)	300#	0
Monthly Fuel Costs	205.08	364.23
Contracted Employee Staff Hours	0	0
Road Closures	0	0

**Comments**

We had two winter storms in January. Once the first one started we ran three trucks with five men rotating twelve hour shifts for three days until the roads were safe for travel. The second storm we ran two trucks with two employees for six hours to make the roads safe for travel . you will also notice that miles of road maintained at the top of the report has changed . After looking into this we found that on our Powell Bill report which is mapped by engineers everytime there is a upgrade to a roadway and then it is approved by the state for us to recieve funds that we actually have 14.50 miles of paved roads and .96 miles of gravel for a total of 15.46 miles of roadway.



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**ADMINISTRATIVE REPORTS:  
 POLICE DEPARTMENT**

Police Department report for the month of January, 2022

Monthly Statistics	2021	2022
Mileage	2,914	2,183
Dispatched Calls	20	32
Officer-Initiated Calls	571	444
Fire Assistance Calls	2	1
EMS Assistance Calls	0	1
Motorist/Other Assistance Calls	1	22
Traffic Stops	58	11
Parking Issues	3	12
Burglar Alarm Responses	3	1
Fire Alarm Responses	1	2
Residential/Building Checks	462	402
Ordinance Violations	2	0
Law Enforcement Agency Assistance Calls	11	12
Animal Control Calls	0	0
Larcenies	1	2
Breaking & Entering Calls	0	2
Suspicious Person Investigations	5	2
Suspicious Vehicle Investigations	7	2
Disturbance Calls	3	5
Accident Responses	1	2
Auxiliary Hours Worked (Regular)	40	16
Auxiliary Hours Worked (Addittional)	0	12
Truck Turns at Gate	6	7
MPD Fuel Cost	\$ -	\$0.00
Professional Development Hours	0	0
Town Service	522	512
MRA Service	161	198
College Service	24	10

**Comments**

A reminder, our non-emergency number has changed. You can reach the MPD Officer on duty through Buncombe County Dispatch. 828-250-6670.



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**ADMINISTRATIVE REPORTS:  
 WATER AND PUBLIC WORKS**

Water and Public Works report for the month of January , 2022

<b>Monthly Statistics</b>	2021	2022
Calls for Service	26	56
Water Leaks Repaired	0	2
New Water Lines Installed	0	0
Water Meters Read	674	674
Water Meter Replacements	0	0
Gallons of Water Produced	3110962	3,933,156
Monthly Fuel Cost	287.38	\$ 541.41
Hours Pumped (11 wells combined)	1312	1,770

**Comments**

0



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**ADMINISTRATIVE REPORTS:  
 SANITATION**

Sanitation Department report for the month of January , 2022

<b>Monthly Statistics</b>	<b>2021</b>	<b>2022</b>
Tons of Curbside Trash Collected	18.55	0
Pay-As-You-Throw Trash Bags Collected	25	96
Tons of Curbside Recycling Collected	4.19	0
Pay-As-You-Throw Recycling Bags Collected	20	77
Cardboard Recycling Collected	0.72	0
Unique Curbside Sanitation Stops	1587	1,425
Bagged Leaf Pickup	135 bags	62.00
Brush Pickup (cubic yards)	5 loads	3 loads
Hauling Fees	1670.3	\$1,950.85
Tipping Fees	899.13	\$956.32
Dumpster Rental Fees	203.92	\$203.92
Sanitation Fuel	109.25	\$ 159.34

**Comments:**

0



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**ADMINISTRATIVE REPORTS:  
ZONING ADMINISTRATION**

Zoning Administration report for the month of January , 2022

<b>Monthly Statistics</b>	<b>2021</b>	<b>2022</b>
Approved Zoning Permits	0	2
Denied Zoning Permits	0	0
Pending Zoning Permits	0	0
Variance/Interpretation Granted	0	0
Conditional Use Permits Granted	0	0
Permit Extensions Granted	0	0
Sign Permits Issued	0	0
Notices of Violation	0	0

**Comments**

Date of Deposit	Jul-20	Jul-21	% +/-	Aug-20	Aug-21	% +/-	Sep-20	Sep-21	% +/-	Oct-20	Oct-21	% +/-	Nov-20	Nov-21	% +/-
AdVal/RMV (Includes Sp Assess&Ded Fees)	1,392.91	2,920.94	<b>52%</b>	1,017.11	3,457.81	<b>71%</b>	46,660.36	106,638.16	<b>56%</b>	116,236.34	122,923.63	<b>5%</b>	69,383.54	60,228.54	<b>-15.20%</b>
Sales	28,659.10	40,374.75	<b>29%</b>	31,023.08	41,390.38	<b>25%</b>	36,448.63	45,270.46	<b>19%</b>	35,569.11	45,114.37	<b>21%</b>	34,853.46	41,479.39	<b>15.97%</b>
Solid Waste (Quarterly)				163.22	179.40	<b>9%</b>							175.32	173.79	<b>-0.88%</b>
Utility Fran (Quarterly)							17,308.49	18,360.31	<b>6%</b>						
Wine/Beer (Annual-May)															

NOTES:

AdVal Tax is received the month after the tax is collected

RMV Tax is received two months after the tax is collected

Sales Tax is received three months after the tax is collected

Date of Deposit	Dec-20	Dec-21	% +/-	Jan-21	Jan-22	% +/-
AdVal/RMV	205,940.75	267,776.90	<b>23.09%</b>	383,509.82	363,624.75	<b>-5.47%</b>
Sales	36,690.89	43,345.68	<b>15.35%</b>	37,275.01	44,765.05	<b>16.73%</b>
Solid Waste (Quarterly)						
Utility Fran (Quarterly)	24,515.92	23,240.05	<b>-5.49%</b>			
Wine/Beer (Annual-May)						

NOTES:  
AdVal Tax is received the month after the tax is collected  
RMV Tax is received two months after the tax is collected  
Sales Tax is received three months after the tax is collected

**DECEMBER 2020 - MONTH 6 OF FISCAL YEAR 2020-2021**

**REVENUES**

Fund	Fund #	Budget	YTD Budget	YTD Collected	Difference
GENERAL FUND	10	1,917,820.92	958,910.46	931,871.14	(27,039.32)
WATER FUND	30	311,250.00	155,625.00	160,153.31	4,528.31
<b>TOTAL REVENUES GENERAL &amp; WATER FUNDS</b>		<b>2,229,070.92</b>	<b>1,114,535.46</b>	<b>1,092,024.45</b>	<b>(22,511.01)</b>

**EXPENSES**

Dept Name	Fund #	Budget	YTD Budget	YTD Exp	Difference
GOVERNING BODY	10	53,562.00	26,781.00	10,996.52	15,784.48
ADMINISTRATION	10	451,465.00	225,732.50	220,547.45	5,185.05
PUBLIC BUILDINGS	10	250,985.10	125,492.55	210,888.11	(85,395.56)
POLICE	10	438,913.82	219,456.91	209,059.16	10,397.75
BUILDING AND ZONING	10	76,310.00	38,155.00	22,795.67	15,359.33
PUBLIC WORKS	10	249,157.00	124,578.50	191,183.48	(66,604.98)
STREET	10	252,346.00	126,173.00	87,081.33	39,091.67
SANITATION	10	122,982.00	61,491.00	60,462.46	1,028.54
ENVIRON,CONS,REC	10	22,100.00	11,050.00	629.75	10,420.25
<b>TOTAL EXPENSES GENERAL FUND</b>		<b>1,917,820.92</b>	<b>958,910.46</b>	<b>1,013,643.93</b>	<b>(54,733.47)</b>

Dept Name	Fund #	Budget	YTD Budget	YTD Exp	Difference
WATER	30	311,250.00	155,625.00	90,012.89	65,612.11
<b>TOTAL EXPENSES WATER FUND</b>		<b>311,250.00</b>	<b>155,625.00</b>	<b>90,012.89</b>	<b>65,612.11</b>
<b>TOTAL EXPENSES GENERAL &amp; WATER FUNDS</b>		<b>\$2,229,070.92</b>	<b>\$1,114,535.46</b>	<b>\$1,103,656.82</b>	<b>\$10,878.64</b>

<b>GENERAL FUND INCOME/LOSS - YTD</b>	<b>(\$81,772.79)</b>
<b>WATER FUND INCOME/LOSS - YTD</b>	<b>\$70,140.42</b>
<b>NET INCOME - YTD 2020</b>	<b>(\$11,632.37)</b>

SPECIAL PROJECTS					
Project	Fund #	Budget	This Month Actual	Amount Spent To Date	% Spent
TOWN HALL	13	2,294,375.77	0.00	2,126,133.91	92.67%
PUBLIC WORKS BLDG	14	403,888.86	0.00	387,514.19	95.95%
FEMA-GREYBEARD	15	218,232.00	0.00	242,684.30	111.20%
FEMA-TEXAS ROAD	16	50,000.00	0.00	38,071.55	76.14%
FEMA-PROVIDENCE TERR	17	21,000.00	0.00	15,683.00	74.68%
FEMA-CALVIN TRAIL	20	30,000.00	0.00	13,490.57	44.97%
FEMA-CULVERT PROJECT	21	39,800.00	0.00	39,274.83	98.68%
FEMA-DEBRIS PROJECTS	22	39,800.00	0.00	0.00	0.00%
FEMA-URBAN FORESTRY 2018	23	10,000.00	0.00	841.28	8.41%
FEMA-URBAN FORESTRY 2019	24	10,114.00	0.00	2,352.41	23.26%
FEMA-MISC	25	183,943.00	0.00	11,290.00	6.14%
LANDCARE	26	750.00	0.00	49.95	6.66%
CARES ACT GRANT	27	9,697.06	414.99	1,416.43	14.61%
<b>TOTAL SPECIAL PROJECTS</b>		<b>\$ 3,311,600.69</b>	<b>\$ 414.99</b>	<b>\$ 2,877,385.99</b>	<b>86.89%</b>





**DECEMBER 2021 - MONTH 6 OF FISCAL YEAR 2021-2022**

**REVENUES**

Fund	Fund #	Budget	YTD Budget	YTD Collected	Difference
GENERAL FUND	10	1,810,952.00	905,476.00	809,881.63	(95,594.37)
WATER FUND	30	344,041.00	172,020.50	175,880.58	3,860.08
<b>TOTAL REVENUES GENERAL &amp; WATER FUNDS</b>		<b>2,154,993.00</b>	<b>1,077,496.50</b>	<b>985,762.21</b>	<b>(91,734.29)</b>

**EXPENSES**

Dept Name	Fund #	Budget	YTD Budget	YTD Exp	Difference
GOVERNING BODY	10	40,471.00	20,235.50	10,224.81	10,010.69
ADMINISTRATION	10	446,567.00	223,283.50	234,021.99	(10,738.49)
PUBLIC BUILDINGS	10	44,503.00	22,251.50	18,632.59	3,618.91
POLICE	10	438,373.00	219,186.50	191,444.07	27,742.43
BUILDING AND ZONING	10	117,506.00	58,753.00	38,639.85	20,113.15
PUBLIC WORKS	10	203,074.00	101,537.00	51,759.57	49,777.43
STREET	10	395,462.00	197,731.00	120,671.40	77,059.60
SANITATION	10	102,096.00	51,048.00	62,351.60	(11,303.60)
ENVIRON,CONS,REC	10	22,900.00	11,450.00	5,347.79	6,102.21
<b>TOTAL EXPENSES GENERAL FUND</b>		<b>1,810,952.00</b>	<b>905,476.00</b>	<b>733,093.67</b>	<b>172,382.33</b>

Dept Name	Fund #	Budget	YTD Budget	YTD Exp	Difference
WATER	30	344,041.00	172,020.50	107,223.33	64,797.17
<b>TOTAL EXPENSES WATER FUND</b>		<b>344,041.00</b>	<b>172,020.50</b>	<b>107,223.33</b>	<b>64,797.17</b>
<b>TOTAL EXPENSES GENERAL &amp; WATER FUNDS</b>		<b>\$2,154,993.00</b>	<b>\$1,077,496.50</b>	<b>\$840,317.00</b>	<b>\$237,179.50</b>

<b>GENERAL FUND INCOME/LOSS - YTD</b>	<b>\$76,787.96</b>
<b>WATER FUND INCOME/LOSS - YTD</b>	<b>\$68,657.25</b>
<b>NET INCOME - YTD 2022</b>	<b>\$145,445.21</b>

SPECIAL PROJECTS					
Project	Fund #	Budget	This Month Actual	Amount Spent To Date	% Spent
TOWN HALL	13	2,389,479.77	0.00	2,222,293.91	93.00%
PUBLIC WORKS BLDG	14	403,888.86	0.00	396,258.50	98.11%
FEMA-GREYBEARD	15	218,232.00	0.00	242,684.30	111.20%
FEMA-TEXAS ROAD	16	50,000.00	0.00	38,071.55	76.14%
FEMA-PROVIDENCE TERR	17	21,000.00	0.00	15,683.00	74.68%
FEMA-CALVIN TRAIL	20	30,000.00	0.00	13,490.57	44.97%
FEMA-CULVERT PROJECT	21	39,800.00	0.00	39,274.83	98.68%
FEMA-DEBRIS PROJECTS	22	3,200.00	0.00	0.00	0.00%
FEMA-URBAN FORESTRY 2018	23	10,000.00	0.00	841.28	8.41%
FEMA-URBAN FORESTRY 2019	24	10,114.00	0.00	2,352.41	23.26%
FEMA-MISC	25	183,943.00	0.00	57,060.03	31.02%
LANDCARE	26	750.00	0.00	49.95	6.66%
CARES ACT GRANT	27	9,697.06	0.00	3,828.57	39.48%
AMERICAN RESCUE PLAN ACT	28	138,633.39	32,500.00	32,500.00	23.44%
<b>TOTAL SPECIAL PROJECTS</b>		<b>\$ 3,508,738.08</b>	<b>\$ -</b>	<b>\$ 3,064,388.90</b>	<b>87.34%</b>





# **TOWN OF MONTREAT, NORTH CAROLINA**

Annual Comprehensive Financial Report

Year Ended June 30, 2020

# TOWN OF MONTREAT, NORTH CAROLINA

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## **INTRODUCTORY SECTION**

## TOWN OF MONTREAT, NORTH CAROLINA



### Town of Montreat

P.O. Box 423, Montreat, North Carolina 28757

Phone: (828) 669-8002 • Fax: (828) 669-3810

[www.townofmontreat.org](http://www.townofmontreat.org)

August 25, 2021

The Honorable Mayor and Members of the Board of Commissioners  
Town of Montreat  
Montreat, North Carolina

The Comprehensive Annual Financial Report (“Annual Report”) for the fiscal year ended June 30, 2020 is hereby submitted. For readers that are unfamiliar with municipal Annual Reports, a brief introduction is in order.

An Annual Report is a set of financial statements for a state, municipality or other governmental entity that comply with the accounting requirements established by the Governmental Accounting Standards Board (GASB). It must be audited by an independent auditor using generally accepted government auditing standards.

Generally, the Annual Report consists of three sections: Introductory, Financial, and Statistical

- The introductory section guides the reader through the report
- The financial section presents the entity’s basic financial statements as well as notes to the statements and the independent auditor’s report
- The statistical section provides additional financial and statistical data, including data about financial trends that may better inform the reader about the government’s activities

While virtually all governmental units (including all North Carolina local governments) must produce annual audited financial statements, a Comprehensive Annual Financial Report is considered to be a step beyond this minimal requirement. Local governments produce Annual Reports in an attempt to better inform their elected officials and the general public about their financial condition. In some cases, lenders may also expect to see an Annual Report for the sake of the additional information they provide.

The basic structure of this and all Comprehensive Annual Financial Reports conform to standards that have been established by the Government Finance Officers Association (GFOA). These standards are somewhat flexible, given that there are so many differences between governmental units at the state and local level. This Annual Report reflects the

## TOWN OF MONTREAT, NORTH CAROLINA

attempt of the Town's administration to provide the reader with that information, which we believe to be most relevant to our particular situation and to the needs of our elected officials and our citizens.

Responsibility for both the accuracy of the data and the completeness and fairness of the presentation (including all disclosures within this Annual Report) rests with the administration of the Town of Montreat. To ensure reliability of the information, Town management has established a comprehensive framework of internal control. Internal controls protect the Town's assets from loss, theft, and misuse and help ensure that information is reliable for the preparation of this report. The administration has gone to great lengths to analyze and strengthen our internal controls to minimize any material misstatements in the financial statements. We believe that this Annual Report is accurate and reliable in all material respects. The financial statements and supplemental schedules contained herein have been audited by the independent certified public accounting firm of Carter, P.C. Their unmodified opinion is included in the financial section of this Annual Report.

In this Annual Report and the audited financial statements contained herein, we are reporting on the financial accounts and activities considered to be controlled by or dependent upon the Town's Board of Commissioners, as defined by the Governmental Standards Accounting Board (GASB). The Town of Montreat is a small municipality and provides a substantial but limited range of services to our citizens. Our General Fund accounts for the police, building inspections and zoning, streets, sanitation, and Open Space programs undertaken by the Town, as well as its general governmental activities. Our Water Fund accounts for the activities associated with operating, maintaining, and expanding the Town's water system. Our Capital Projects funds include the new buildings and infrastructure storm repair. Some other functions that might be typically provided by municipal governments, such as fire protection or wastewater treatment, are provided in Montreat by other governmental entities (i.e., the East Buncombe Fire District and the Metropolitan Sewer District of Buncombe County), which service a wider region and thus are not included within the purview of this Annual Report.

An obvious question that any reader of a document such as this one will ask immediately is: How are we doing? What is the financial condition of the Town? The administration of the Town of Montreat can confidently report that our Town is in good financial condition. With the measures taken by the Board of Commissioners to counteract the effects of the pandemic, our revenues and expenditures have been roughly in balance with each other, remaining adequate to meet our operational needs. We provide a more complete review of the Town's financial condition in the Management's Discussion and Analysis (MD&A) section of the audited financial statements, immediately following the auditor's opinion letter below. That document and this letter are intended to be read together. Combined, it is anticipated that the reader will derive a comprehensive overview of the Town's present situation.

### **Profile of the Town**

The Town of Montreat is situated on the Southern slopes of the Black Mountains of the Blue Ridge range, including Mt. Mitchell, the tallest peak East of the Mississippi, and the

## TOWN OF MONTREAT, NORTH CAROLINA

Eastern Continental Divide. Our community is placed entirely within a narrow box canyon bisected by the rapidly running clear water of Flat Creek, a tributary of the Swannanoa River. It is a heavily wooded, rugged mountainous terrain and enjoys four distinct seasons of natural beauty. Our healthy natural environment teams with wildlife, including the black bears that are symbolic of our community and are commonly seen by our residents and visitors.

Montreat is a small community with an official population of only 967 people according to the state demographer in the N.C. Office of State Budget and Management. This figure is somewhat deceptive as far more people than that abide in Montreat temporarily over the course of the year, especially during the summer months, while there is a different population of Montreat College students during the school year. Only a few hundred people are actual year-round residents.

While the community of Montreat is over a century old, the Town has only been incorporated since 1967. Montreat is predominantly a residential community. While some of our residents live here year-round, many have their primary residence elsewhere and come here only seasonally or for vacation. There are also a mix of single family, multi-family, and group seasonal rental units in Montreat. Our community is home to two large institutions: The Montreat Conference Center and Montreat College. These two institutions, along with the town's residences and the Town government, all have an intertwined history and continue to cooperate together to the present day. The Town exercises direct jurisdiction over 2.78 square miles, and exercises limited extraterritorial jurisdiction for land use regulation over much of the remaining territory within our cove up to the ridgelines.

There are no industrial and only minimal commercial entities within the Montreat Town limits, although there are a wider range of such entities within the immediately adjacent Town of Black Mountain. While a large portion of our population (disregarding conferees and vacationers) are either college students or retirees, many of our working-age population commute to employment in Black Mountain, Asheville, or other nearby communities.

Montreat operates under a mayor-council form of government. The Town Board of Commissioners consists of a mayor and five commissioners, all elected at large to staggered four year terms. The Town provides police, water, solid waste collection, streets, and code enforcement services to its residents. Fire protection, sewers, and public education are provided by other governmental entities serving part or all of Buncombe County.

### **Local Economic Conditions**

As indicated above, Montreat is a small residential community with no industry and – excepting the two large not-for-profit institutions - a trivial commercial sector. Most of our residents are either college students or retirees living here for part or all of the year. Only a minority of our population is employed, and most of these people commute to jobs in Black Mountain, Asheville, or other nearby communities. In turn, most of the employees of the Town, the Montreat Conference Center, and Montreat College do not live in

## TOWN OF MONTREAT, NORTH CAROLINA

Montreat but rather commute in from other nearby communities. An estimate of 225 people over the age of 16 were employed in Montreat, earning a mean of \$78,966 in earnings in 2019, according to Census Bureau data. Most of the income received by Montreat residents thus comes from either wages and salaries earned elsewhere, or from pension, investment, and government transfer payments that all derive from outside the community. With the exception of the payment of property taxes, water bills, and – in the case of college students – tuition, most of the income received by Montreat residents is expended outside of our town limits. The Montreat Conference Center also receives fees paid by conferees that live outside of the area. In consequence of all of this, the local Montreat economy is extremely integrated with and dependent upon the wider regional and national economy, and there is very little that can or does happen here that has an impact upon the flow of funds through our community.

The Asheville Metropolitan Statistical Area and the entire Southern Highlands region have become an attractive destination for retirees over the past few decades. As a consequence, the median age for the Asheville MSA is 39 years vs. 38.1 years nationally, according to Census Bureau data. The source of household income within the entire region is skewed more toward unearned income (investment income, rents, pensions, government transfer payments) and away from earned income (salaries and wages) than the national average. The advantage of this is that the unearned income tends to be more stable than is the case with earned income subject to cyclical fluctuations in employment. This in turn means that the regional economy has been more stable and less vulnerable to the extremes of the boom and bust cycles that have been inflicted upon the national economy as a whole. The unemployment rate in the Asheville MSA reached 7.8 in 2020.

The regional employment market offers limited opportunities for job seekers even during good times, especially for those who are highly educated or skilled, and as a consequence individual and household incomes in this area have generally been below national averages. For example, the median household income in Buncombe County is \$52,207 vs. a national median of \$65,712 according to the Census Bureau. Montreat is a more affluent community than is typical for our area, and our residents thus enjoy higher incomes: the median income of Montreat of \$99,583.

The Asheville region has had a history of being a center for healthcare going back to the large concentration of tuberculosis sanitariums located in the area over a century ago. More recently, the large influx of retirees settling in the region, with their increasing needs for healthcare as part of the natural aging process, has led to the development of an extensive healthcare industry serving the local population, mostly in Asheville and Black Mountain.

In addition to Montreat College, whose main campus is located within our Town's boundaries, the area is also served by several other institutions of higher learning. The famous Black Mountain College closed a half-century ago, but Warren Wilson College is still operating nearby. Asheville is home to both the Asheville-Buncombe Technical Community College and the University of North Carolina at Asheville. In addition to the Buncombe County and Asheville City public school systems, several private primary and secondary schools operate in the area; none of these have facilities within the boundaries of the Town of Montreat, and all of our K-12 students must be transported to schools in Black Mountain or elsewhere.

## TOWN OF MONTREAT, NORTH CAROLINA

The growth of the professional and business services sector in our area mirrors the nationwide trend and the U.S. continues its transition to a post-industrial economy. In our area, this trend appears to be driven not by a few large employers but rather by the growth of a myriad of smaller firms. The area, with its exceptional quality of life, is an attractive location for entrepreneurs to set up small businesses, especially ones that are able to deliver services nationally and even globally over the internet.

Tourism has been a strong regional industry going back for over a century. People have always been drawn to the beautiful scenery, comfortable climate, and abundant recreational opportunities offered by our mountains. Tourism is an industry in which Montreat participates directly through the Montreat Conference Center. Though the tourism industry was hit hard by the pandemic, we are already seeing signs of early recovery.

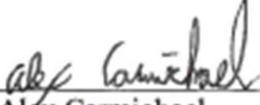
Local government, represented by the Town of Montreat, is itself an important industry in the local economy, both because of our general and water fund budgets, and because the Town employees a full-time staff of 13 individuals.

### **Long-Term Financial Planning & Major Initiatives**

The Town's Board of Commissioners and staff are dedicated to managing the Town's financial affairs in a professional and prudent manner, and to maintaining the Town in sound financial condition. To this end, we avoid running operating deficits and funding operations with appropriated fund balance unless absolutely necessary. Our indebtedness is far below the maximums mandated by North Carolina state law. We strive to manage the Town's operations efficiently. The Water Fund is operated as much as possible on a self-supporting basis, with general funds subsidizing capital expenditures, and we attempt to set water rates that are fair to all users.

The Board of Commissioners, in collaboration with the Town staff, establishes a set of goals as a part of the annual budget and Capital Improvement Plan (C.I.P) process. Both documents may be found on the Town's website (<https://townofmontreat.org/>.)

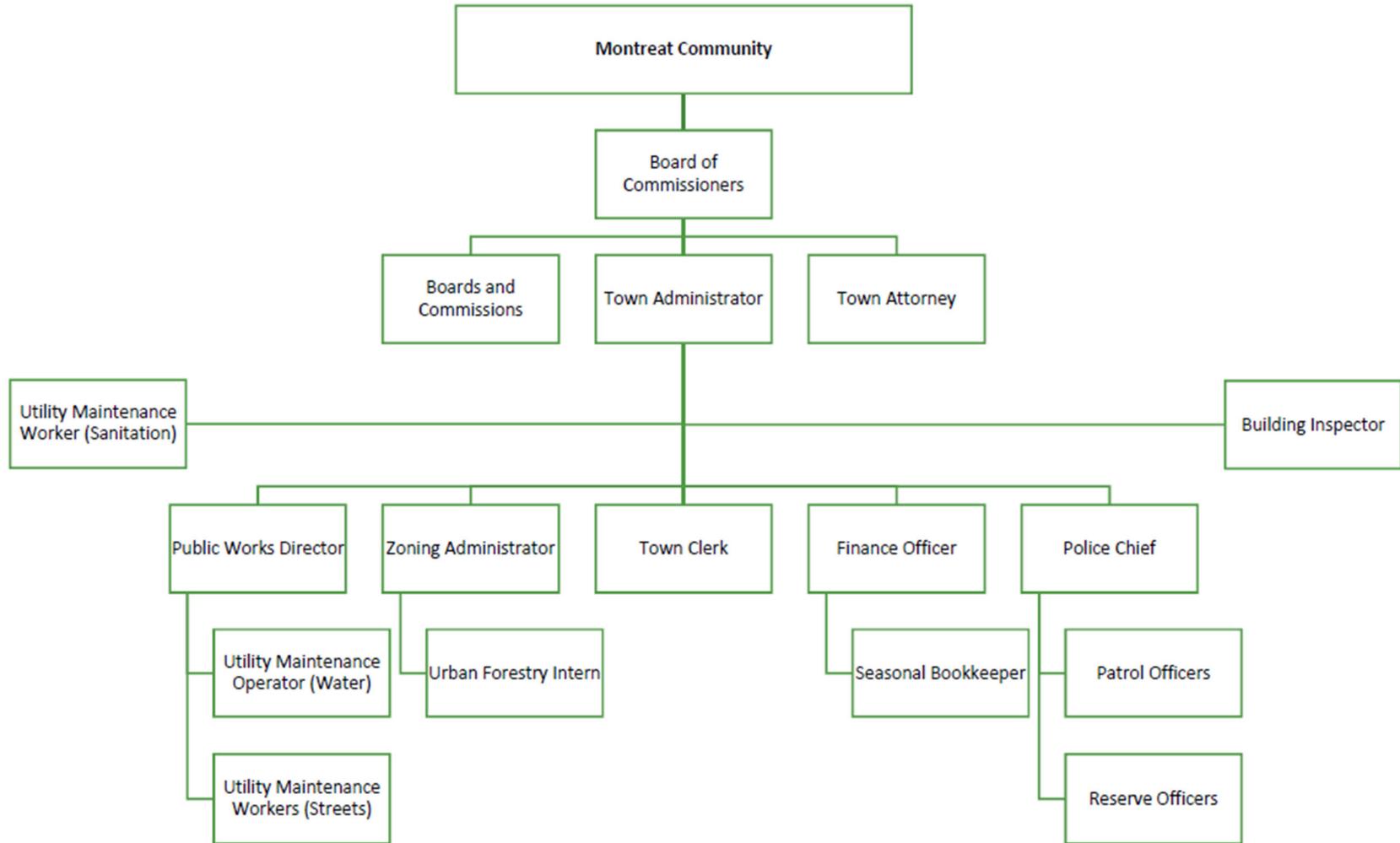
The preparation of this Comprehensive Annual Financial Report was made possible with the assistance of Carter, P.C., and with the assistance of the Town of Montreat staff members, to whom we express our appreciation. We also acknowledge the support of the Mayor, Board of Commissioners, and members of the Audit Committee of the Town of Montreat in our efforts to improve the professionalism and quality of our management and reporting of the Town's financial affairs.

  
\_\_\_\_\_  
Alex Carmichael  
Town Administrator

  
\_\_\_\_\_  
Darlene Carrasquillo  
Finance Officer

# TOWN OF MONTREAT, NORTH CAROLINA

## ORGANIZATIONAL CHART



# TOWN OF MONTREAT, NORTH CAROLINA

## LIST OF PRINCIPAL OFFICIALS

### Town Council Members

Honorable Tim Helms, Mayor  
Kent Otto, Mayor Pro Tem  
Jane Alexander  
Katheryn Fouche  
Alice Lentz  
Tom Widmer

### Audit Committee

Hugh Alexander, Chair  
Jane Alexander  
Katheryn Fouche  
Alice Lentz

### Administrative and Financial Staff

Alex Carmichael, Town Administrator  
Darlene Carrasquillo, Finance Officer  
Angela Murphy, Town Clerk  
David Arrant, Chief of Police  
Barry Creasman, Director of Public Works

## **FINANCIAL SECTION**

## INDEPENDENT AUDITORS' REPORT

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

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

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Montreat (the "Town"), 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.

### **Auditors' Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

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

To the Honorable Mayor  
and Members of the Board of Commissioners  
Town of Montreat, North Carolina  
Page 2

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

## **Opinions**

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

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 4 through 12, the Local Government Employees' Retirement System's Schedules of the Proportionate Share of Net Pension Liability and Contributions, on pages 51 and 52, respectively, and the Law Enforcement Officers' Special Separation Allowance schedules of the Changes in Total Pension Liability and Total Pension Liability as a Percentage of Covered Payroll on pages 53 and 54, respectively, be presented to supplement the basic financial statements. Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Supplementary and Other Information*

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

To the Honorable Mayor  
and Members of the Board of Commissioners  
Town of Montreat, North Carolina  
Page 3

*Supplementary and Other Information (continued)*

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

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

*CARTER, P.C.*

Asheville, North Carolina  
December 10, 2021

## TOWN OF MONTREAT, NORTH CAROLINA

### Management's Discussion and Analysis

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

#### Financial Highlights

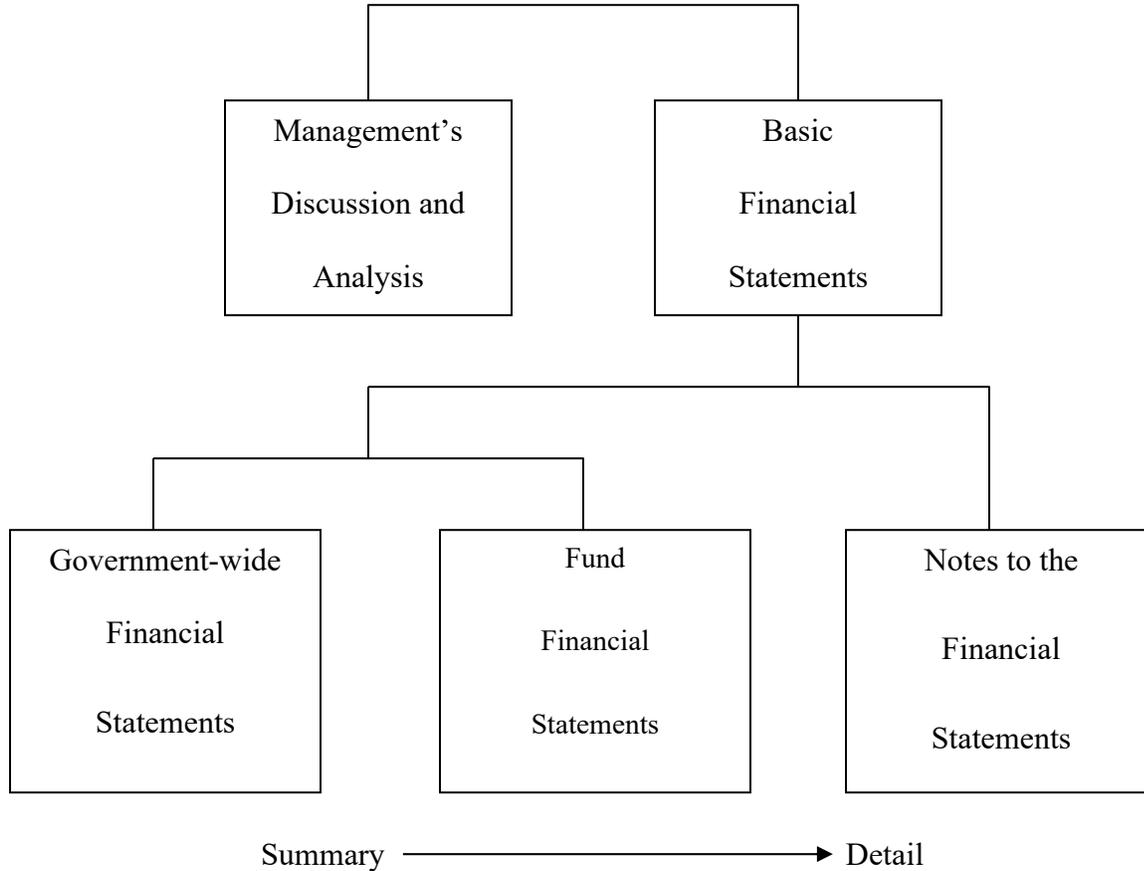
- The assets and deferred outflows of resources of the Town exceeded its liabilities and deferred inflows of resources at the close of the fiscal year by \$7,598,195 (*net position*).
- The government's total net position decreased by \$69,049, primarily due to reduction in operating grants and contributions and increased water purchases.
- As of the close of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$758,465, with a net decrease of \$2,305,643 in fund balance. Approximately 28.04% of this total amount, or \$212,689, is non-spendable or restricted.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$327,068, or 15.99% of total general fund expenditures for the fiscal year.
- The Town's total debt decreased by \$93,255 (4.51%) during the current fiscal year, primarily due to scheduled debt service payments.

#### Overview of the Financial Statements

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

**TOWN OF MONTREAT, NORTH CAROLINA**

**Required Components of Annual Financial Report  
Figure 1**



**Basic Financial Statements**

The first two statements (Exhibits 1 and 2) in the basic financial statements are the **government-wide financial statements**. They provide both short and long-term information about the Town's financial status.

The next statements (Exhibits 3 through 9) 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 four parts to the Fund Financial Statements: 1) the governmental funds statements; 2) the budgetary comparison statements; 3) the proprietary fund statements; and 4) the fiduciary fund statements.

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

## TOWN OF MONTREAT, NORTH CAROLINA

### Government-Wide Financial Statements

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

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

The government-wide statements are divided into two categories: 1) governmental activities and 2) business-type activities. The governmental activities include most of the Town's basic services such as public safety, transportation, and general administration. 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. These include the water services offered by the Town.

The government-wide financial statements are Exhibits 1 and 2 of this report.

### Fund Financial Statements

The fund financial statements (see Figure 1) provide a more detailed look at the Town's most significant activities. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Montreat, like all other governmental entities in North Carolina, uses fund accounting to ensure and reflect compliance (or non-compliance) with finance-related legal requirements, such as the General Statutes or the Town's budget ordinance. All of the funds of the Town can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

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

## TOWN OF MONTREAT, NORTH CAROLINA

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

**Fiduciary Funds** - Fiduciary funds are used to account for resources held for the benefit of parties outside the government. The Town of Montreat has one fiduciary fund, which is an agency fund.

**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 begin on page 23 of this report.

**Other Information** - In addition to the basic financial statements and accompanying notes, this report includes certain required supplementary information concerning the Town's progress in funding its obligation to provide pension benefits to its employees. Required supplementary information can be found beginning on page 51 of this report.

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

## TOWN OF MONTREAT, NORTH CAROLINA

### Government-Wide Financial Analysis

**Town of Montreat's Net Position  
Figure 2**

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total</u>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Current and other assets	\$ 791,717	\$ 3,039,496	\$ 814,910	\$ 835,692	\$ 1,606,627	\$ 3,875,188
Capital assets	<u>6,266,603</u>	<u>4,053,267</u>	<u>1,498,513</u>	<u>1,554,914</u>	<u>7,765,116</u>	<u>5,608,181</u>
Total assets	<u>7,058,320</u>	<u>7,092,763</u>	<u>2,313,423</u>	<u>2,390,606</u>	<u>9,371,743</u>	<u>9,483,369</u>
Total deferred outflows of resources	<u>252,542</u>	<u>262,141</u>	<u>5,607</u>	<u>          </u>	<u>258,149</u>	<u>262,141</u>
Long-term liabilities outstanding	1,466,306	1,583,302	356,998	484,447	1,823,304	2,067,749
Other liabilities	<u>117,837</u>	<u>54,722</u>	<u>76,453</u>	<u>10,008</u>	<u>194,290</u>	<u>64,730</u>
Total liabilities	<u>1,584,143</u>	<u>1,638,024</u>	<u>433,451</u>	<u>494,455</u>	<u>2,017,594</u>	<u>2,132,479</u>
Total deferred inflows of resources	<u>13,876</u>	<u>21,967</u>	<u>227</u>	<u>          </u>	<u>14,103</u>	<u>21,967</u>
Net position:						
Net investment in capital assets	5,236,070	3,933,973	1,082,388	1,070,467	6,318,458	5,004,440
Restricted	212,689	405,906			212,689	405,906
Unrestricted	<u>264,084</u>	<u>1,355,034</u>	<u>802,964</u>	<u>825,684</u>	<u>1,067,048</u>	<u>2,180,718</u>
Total net position	<u>\$ 5,712,843</u>	<u>\$ 5,694,913</u>	<u>\$ 1,885,352</u>	<u>\$ 1,896,151</u>	<u>\$ 7,598,195</u>	<u>\$ 7,591,064</u>

As noted earlier, net position may serve over time as one useful indicator of a government's financial condition. The assets and deferred outflows of the Town of Montreat exceeded liabilities and deferred inflows by \$7,598,195 as of June 30, 2020. The Town's net position decreased by (\$69,049) for the fiscal year ended June 30, 2020. However, the largest portion reflects the Town's net investment in capital assets (e.g. land, buildings, machinery, and equipment). The Town of Montreat uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Town of Montreat's net investment in capital assets is reported net of the outstanding related debt, the resources needed to repay that debt must be provided by other sources, since the capital assets cannot be used to liquidate these liabilities. An additional portion of the Town's net position, \$212,689, represents resources that are subject to external restrictions on how they may be used.

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

- Continued diligence in the collection of property taxes by maintaining a tax collection percentage of 99.86%. The statewide average in fiscal year 2020 was 99.07%.
- Continued efforts in cost savings by Town management.

**TOWN OF MONTREAT, NORTH CAROLINA**

**Town of Montreat's Changes in Net Position  
Figure 3**

	Governmental Activities		Business-type Activities		Total	
	2020	2019	2020	2019	2020	2019
<b>Revenues:</b>						
Program revenues:						
Charges for services	\$ 106,809	\$ 109,992	\$ 325,553	\$ 346,654	\$ 432,362	\$ 456,646
Operating grants and contributions	48,479	262,302			48,479	262,302
Capital grants and contributions	2,600	79,504			2,600	79,504
General revenues:						
Property taxes	1,015,155	1,008,941			1,015,155	1,008,941
Sales taxes	412,785	414,136			412,785	414,136
Other taxes	95,091				95,091	
Investment earnings	1,582		251	321	1,833	321
Other	33,471	6,475			33,471	6,475
<b>Total revenues</b>	<b>1,715,972</b>	<b>1,881,350</b>	<b>325,804</b>	<b>346,975</b>	<b>2,041,776</b>	<b>2,228,325</b>
<b>Expenses:</b>						
General government	563,874	552,607			563,874	552,607
Public safety	491,583	440,675			491,583	440,675
Transportation	511,804	549,008			511,804	549,008
Environmental protection	129,150	126,867			129,150	126,867
Physical development	43,774	17,685			43,774	17,685
Interest on long-term debt	34,037	2,021			34,037	2,021
Water			336,603	313,067	336,603	313,067
<b>Total expenses</b>	<b>1,774,222</b>	<b>1,688,863</b>	<b>336,603</b>	<b>313,067</b>	<b>2,110,825</b>	<b>2,001,930</b>
<b>Increase (decrease) in net position</b>	<b>(58,250)</b>	<b>192,487</b>	<b>(10,799)</b>	<b>33,908</b>	<b>(69,049)</b>	<b>226,395</b>
<b>Net position, beginning, previously reported</b>						
	5,771,093	5,613,235	1,896,151	1,920,550	7,667,244	7,533,785
<b>Prior period adjustment</b>						
		(34,629)		(58,307)		(92,936)
<b>Net position, beginning, restated</b>	<b>5,771,093</b>	<b>5,578,606</b>	<b>1,896,151</b>	<b>1,862,243</b>	<b>7,667,244</b>	<b>7,440,849</b>
<b>Net position, ending,</b>	<b>\$5,712,843</b>	<b>\$5,771,093</b>	<b>\$1,885,352</b>	<b>\$1,896,151</b>	<b>\$7,598,195</b>	<b>\$7,667,244</b>

**Governmental activities.** Governmental activities decreased the Town's net position by (\$58,250), accounting for 84% of the total decrease in the net position of the Town of Montreat. The decrease net position was the result of the economic impacts of the COVID-19 pandemic on the Town. The town continued efforts to control costs and manage expenditures and Town management continued to reduce non-essential programs to a minimum and implemented cost saving strategies across departments. Town management believes that healthy investment in the Town will result in additional revenues, adding to the Town's net position by investing in capital assets which were largely funded by governmental activities. Town management acknowledges that 2020 was a difficult year but plans on improving upon operations as a long-term strategy to realize continued fiscal health.

**Business-type activities.** Business-type activities decreased the Town of Montreat's net position by (\$10,799) accounting for 16% of the total decrease of the government's net position. A key element of this decrease was the allocation of salaries and related expenses to the Water Fund to better account for activities in the fund. Cost-saving measures have been taken to reduce operating costs in the Water Fund and improve fiscal health.

## TOWN OF MONTREAT, NORTH CAROLINA

### Financial Analysis of the Town's Funds

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

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

The general fund is the chief operating fund of the Town. At the end of the current fiscal year, the Town's fund balance available in the General Fund was \$327,068 while total fund balance reached \$695,180. The Governing Body of the Town of Montreat has determined that the Town should maintain an available fund balance of at least 35% of general fund expenditures in case of unforeseen needs or opportunities, in addition to meeting the cash flow needs of the Town. The Town currently has an available fund balance of 16.81% of general fund expenditures, and total fund balance represents 35.73% of the same amount.

At June 30, 2020, governmental funds reported a combined fund balance of \$758,465, with a net decrease in fund balance of (\$2,305,643). Included in this change in fund balance is a decrease in fund balance of all major funds.

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

There were several reasons the Town revised its budget throughout the year. Expenditures were not held in check with budget in all of the Town's functions, see note 2.

**Proprietary Fund.** The Town of Montreat's proprietary fund provides the same type of information found in the government-wide statements but in more detail. Unrestricted net position of the Water Fund at the end of the fiscal year amounted to \$802,964. The total change in net position for the Water Fund was (\$10,799). The change in net position in the Water Fund is primarily a result allocating salaries and related expenses to the fund.

### Capital Asset and Debt Administration

**Capital assets.** The Town of Montreat's investment in capital assets for its governmental and business-type activities as of June 30, 2020, totals \$7,765,116 (net of accumulated depreciation). These assets include land, construction on progress, buildings, building improvements, infrastructure, equipment, IT equipment, and vehicles. Major capital asset transactions during the year include the following: construction on a new Public Works building, construction of a new Town Hall, and a construction project on Greybeard. Construction in process at June 30, 2020, was \$2,199,178 and is expected to be completed in fiscal year 2021.

**TOWN OF MONTREAT, NORTH CAROLINA**

**Town of Montreat's Capital Assets  
(net of depreciation)**

**Figure 4**

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total</u>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Land	\$ 1,057,505	\$ 1,170,005	\$ 367,968	\$ 367,968	\$ 1,425,473	\$ 1,537,973
Construction in progress	2,199,178	350,277			2,199,178	350,277
Buildings	1,681	1,729	67,520	71,073	69,201	72,802
Building improvements	8,408	11,122	457,902	477,810	466,310	488,932
Infrastructure	2,816,684	2,324,489	605,123	638,063	3,421,807	2,962,552
Equipment	49,877	50,025			49,877	50,025
Vehicles	133,270	145,620			133,270	145,620
Total	<u>\$ 6,266,603</u>	<u>\$ 4,053,267</u>	<u>\$ 1,498,513</u>	<u>\$ 1,554,914</u>	<u>\$ 7,765,116</u>	<u>\$ 5,608,181</u>

Additional information on the Town's capital assets can be found in Note 3.A.4 of the Basic Financial Statements.

**Long-term Debt.** As of June 30, 2020, the Town of Montreat had total bonded debt outstanding of \$34,000. The installment debt is backed by security interest in the property for which it was issued. The Town's other debt consisted of compensated absences and pension related debt.

**Town of Montreat's Outstanding Debt  
Figure 5**

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total</u>	
	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>
Bonds payable	\$	\$	\$ 34,000	\$ 62,000	\$ 34,000	\$ 62,000
Installment purchases	1,030,533	1,113,400	382,125	422,447	1,412,658	1,535,847
Compensated absences	95,580	125,941			95,580	125,941
Pension related debt (LGERS)	277,824	189,076	9,196		287,020	189,076
Pension related debt (LEOSSA)	145,236	154,885			145,236	154,885
Total	<u>\$ 1,549,173</u>	<u>\$ 1,583,302</u>	<u>\$ 425,321</u>	<u>\$ 484,447</u>	<u>\$ 1,974,494</u>	<u>\$ 2,067,749</u>

**Town of Montreat's Outstanding Debt.** The Town of Montreat's total long-term obligations decreased by \$93,255 (4.51%) during the current fiscal year. The key factors in the decrease were planned debt service principal payments.

North Carolina General Statutes limit the amount of general obligation debt that a unit of government can issue to 8% of the total assessed value of taxable property located within that government's boundaries. The legal debt margin for the Town of Montreat is \$19,791,206.

Additional information regarding the Town of Montreat's long-term debt can be found in Note 3 of this report.

## TOWN OF MONTREAT, NORTH CAROLINA

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

The following key economic indicators reflect the growth and prosperity of the Town.

- Consistent property values in the current fiscal year as well as several building permits issued relating to new construction, improvements, additions, and other enhancements to properties should result in higher property valuations in subsequent years.
- Continued effort by the Town to limit excess costs.
- COVID-19 is expected to impact future revenues and those expected impacts have been reflected, to the best of the Town's abilities, in the budget for the fiscal year ended June 30, 2021.

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

**Governmental Activities:** Property taxes and revenues from permits and fees are expected to increase during 2021. Town will use these increases in revenues to finance programs currently in place. Management has seen some improvement in areas that were affected by the recession and anticipates more growth in coming years.

Budgeted expenditures in the General Fund are expected to decrease approximately 13% to \$1,775,072. The budgeted decreases are in response to changes caused by the COVID-19 pandemic.

As the Town considers future revenue sources, it has determined that a \$.02 increase in the property tax rate will result in additional revenues of approximately \$32,582 at current values and collection rate. However, management believes that increased revenues and continued restrictions on spending will be insufficient to maintain the Town's financial position during the pandemic, so the Town has chosen to appropriate \$135,308 of fund balance in the fiscal year 2021 budget.

**Business-type Activities:** Budgeted Water Fund revenues for the fiscal year ending June 30, 2021 have been estimated at \$311,250. This represents a decrease of \$14,303, or 4%, from the final actual revenues of \$325,553 for the fiscal year ended June 30, 2020. This difference is primarily due to anticipated slight decreases in water sales and water access fees.

Budgeted Water Fund expenditures and debt service for the fiscal year ending June 30, 2021 equal \$311,250. This is a decrease of \$25,353, or 8%, from the final actual expenditures of \$336,603 for fiscal year ended June 30, 2020. This is primarily due to planned decreases in spending in response to the COVID-19 pandemics.

## TOWN OF MONTREAT, NORTH CAROLINA

### **Requests for Information**

This report is designed to provide an overview of the Town's finances for those with an interest in this area. Questions concerning any of the information found in this report or requests for additional information should be directed to the Town Administrator, Town of Montreat, P.O. Box 423 Montreat, North Carolina, 28757. One can also call (828) 669-8002, visit our website [www.townofmontreat.org](http://www.townofmontreat.org), or send an email to [acarmichael@townofmontreat.org](mailto:acarmichael@townofmontreat.org) for more information.

**BASIC FINANCIAL STATEMENTS**

**Exhibit 1**

**TOWN OF MONTREAT, NORTH CAROLINA**

Statement of Net Position  
June 30, 2020

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>Assets</b>			
Current assets:			
Cash and cash equivalents	\$ 592,358	\$ 771,193	\$ 1,363,551
Taxes receivable, net	133,727		133,727
Accounts receivable, net		21,870	21,870
Other receivables, net	17,790		17,790
Inventories		16,540	16,540
Restricted cash and cash equivalents	47,842	5,307	53,149
Total current assets	<u>791,717</u>	<u>814,910</u>	<u>1,606,627</u>
Noncurrent assets:			
Capital assets:			
Land, non-depreciable improvements, and constructions in process	3,256,683	367,968	3,624,651
Other capital assets, net of depreciation	3,009,920	1,130,545	4,140,465
Total non-current assets	<u>6,266,603</u>	<u>1,498,513</u>	<u>7,765,116</u>
Total assets	<u>\$ 7,058,320</u>	<u>\$ 2,313,423</u>	<u>\$ 9,371,743</u>
<b>Deferred outflows of resources</b>	<u>\$ 252,542</u>	<u>\$ 5,607</u>	<u>\$ 258,149</u>
<b>Liabilities</b>			
Current liabilities:			
Accounts payable and accrued liabilities	\$ 34,970	\$ 2,823	\$ 37,793
Liabilities payable from restricted assets		5,307	5,307
Current portion of long-term liabilities	82,867	68,323	151,190
Total current liabilities	<u>117,837</u>	<u>76,453</u>	<u>194,290</u>
Long-term liabilities:			
Total Pension liability	145,236		145,236
Net pension liability	277,824	9,196	287,020
Due in more than one year	1,043,246	347,802	1,391,048
Total long-term liabilities	<u>1,466,306</u>	<u>356,998</u>	<u>1,823,304</u>
Total liabilities	<u>\$ 1,584,143</u>	<u>\$ 433,451</u>	<u>\$ 2,017,594</u>
<b>Deferred inflows of resources</b>	<u>\$ 13,876</u>	<u>\$ 227</u>	<u>\$ 14,103</u>
<b>Net position</b>			
Net investment in capital assets	\$ 5,236,070	\$ 1,082,388	\$ 6,318,458
Restricted:			
Stabilization by State Statute	149,979		149,979
Streets	47,842		47,842
Cultural and recreation	14,868		14,868
Unrestricted	264,084	802,964	1,067,048
Total net position	<u>\$ 5,712,843</u>	<u>\$ 1,885,352</u>	<u>\$ 7,598,195</u>

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

**Exhibit 2**

**TOWN OF MONTREAT, 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	Govern- mental Activities	Business- type Activities	Total
<b>Primary government:</b>							
Governmental activities:							
General government	\$ 563,874	\$ 92,100	\$ 2,646	\$ 2,600	\$ (466,528)		\$ (466,528)
Public safety	491,583	4,218			(487,365)		(487,365)
Transportation	511,804		1,050		(510,754)		(510,754)
Environmental protection	129,150	10,491	42,053		(76,606)		(76,606)
Cultural and recreation	43,774		2,730		(41,044)		(41,044)
Interest on long-term debt	<u>34,037</u>				<u>(34,037)</u>		<u>(34,037)</u>
Total governmental activities	<u>1,774,222</u>	<u>106,809</u>	<u>48,479</u>	<u>2,600</u>	<u>(1,616,334)</u>		<u>(1,616,334)</u>
Business-type activities:							
Water	<u>336,603</u>	<u>325,553</u>				(11,050)	(11,050)
Total business-type activities	<u>336,603</u>	<u>325,553</u>				(11,050)	(11,050)
Total primary government	<u>\$ 2,110,825</u>	<u>\$ 432,362</u>	<u>\$ 48,479</u>	<u>\$ 2,600</u>	<u>(1,616,334)</u>	<u>(11,050)</u>	<u>(1,627,384)</u>
General revenues:							
Taxes:							
Property taxes, levied for general purpose					1,015,155		1,015,155
Sales taxes					412,785		412,785
Other taxes					95,091		95,091
Unrestricted investment earnings					1,582	251	1,833
Gain on sale of capital assets					33,417		33,417
Miscellaneous					<u>54</u>		<u>54</u>
Total general revenues					<u>1,558,084</u>	<u>251</u>	<u>1,558,335</u>
Change in net position					(58,250)	(10,799)	(69,049)
Net position, beginning as previously reported					5,805,722	1,954,458	7,760,180
Prior period adjustment					<u>(34,629)</u>	<u>(58,307)</u>	<u>(92,936)</u>
Net position, beginning as restated					<u>5,771,093</u>	<u>1,896,151</u>	<u>7,667,244</u>
Net position, ending					<u>\$ 5,712,843</u>	<u>\$ 1,885,352</u>	<u>\$ 7,598,195</u>

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

TOWN OF MONTREAT, NORTH CAROLINA

Balance Sheet  
Governmental Funds  
June 30, 2020

	<u>Major Funds</u>			<u>Total Nonmajor Funds</u>	<u>Total Governmental Funds</u>
	<u>General Fund</u>	<u>Town Hall Capital Project Fund</u>	<u>Public Works Capital Project Fund</u>		
<b>Assets</b>					
Cash and cash equivalents	\$ 527,681	\$	\$ 49,846	\$ 14,831	\$ 592,358
Taxes receivable, net	133,727				133,727
Other receivables, net	17,790				17,790
Restricted cash	<u>47,842</u>				<u>47,842</u>
Total assets	<u>\$ 727,040</u>	<u>\$</u>	<u>\$ 49,846</u>	<u>\$ 14,831</u>	<u>\$ 791,717</u>
<b>Liabilities</b>					
Accounts payable and accrued liabilities	<u>\$ 30,322</u>	<u>\$</u>	<u>\$ 707</u>	<u>\$ 685</u>	<u>\$ 31,714</u>
<b>Deferred inflows of resources</b>	<u>1,538</u>				<u>1,538</u>
<b>Fund balances</b>					
Restricted:					
Stabilization by State statute	149,979				149,979
Streets	47,842				47,842
Open space	14,868				14,868
Committed	20,115		49,139	14,146	83,400
Assigned	135,308				135,308
Unassigned	<u>327,068</u>				<u>327,068</u>
Total fund balances	<u>695,180</u>		<u>49,139</u>	<u>14,146</u>	<u>758,465</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 727,040</u>	<u>\$</u>	<u>\$ 49,846</u>	<u>\$ 14,831</u>	

Amounts reported for governmental activities in the Statement of Net Position (Exhibit 1) are different because:

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

Gross capital assets at historical cost 7,434,780

Accumulated depreciation (1,168,177)

Deferred outflows of resources related to pensions are not reported in the funds 252,542

Long-term liabilities used in governmental activities are not financial uses and therefore are not reported in the funds:

Long-term debt included as net position below (includes the addition of long-term debt and principal payments during the year) (82,867)

Net pension liability (277,824)

Total pension liability (145,236)

Installment purchases (1,043,246)

Deferred inflows of resources related to pensions are not reported in the funds (12,338)

Other long-term liabilities (accrued interest) are not due and payable in the current period and therefore are not reported in the funds (3,256)

Net position of governmental activities \$ 5,712,843

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

TOWN OF MONTREAT, NORTH CAROLINA

Statement of Revenues, Expenditures, and Changes in Fund Balances  
 Governmental Funds  
 For the Year Ended June 30, 2020

	Major Funds			Total Nonmajor Funds	Total Governmental Funds
	General Fund	Town Hall Capital Project Fund	Public Works Capital Project Fund		
<b>Revenues</b>					
Ad valorem taxes	\$ 1,013,719	\$	\$	\$	\$ 1,013,719
Other taxes and licenses	412,785				412,785
Unrestricted intergovernmental	95,091				95,091
Restricted intergovernmental	42,053			2,730	44,783
Permits and fees	106,809				106,809
Investment earnings	1,550	32			1,582
Miscellaneous	2,700	2,600		1,050	6,350
Total revenues	<u>1,674,707</u>	<u>2,632</u>		<u>3,780</u>	<u>1,681,119</u>
<b>Expenditures</b>					
Current:					
General government	553,453	1,544,539			2,097,992
Public safety	454,198				454,198
Transportation	774,971		307,349	1,589	1,083,909
Environmental protection	112,602				112,602
Cultural and recreation	31,701			235,373	267,074
Debt service:					
Principal	16,200	66,667			82,867
Interest and other charges	2,437	31,600			34,037
Total expenditures	<u>1,945,562</u>	<u>1,642,806</u>	<u>307,349</u>	<u>236,962</u>	<u>4,132,679</u>
Excess (deficiency) of revenues over expenditures	<u>(270,855)</u>	<u>(1,640,174)</u>	<u>(307,349)</u>	<u>(233,182)</u>	<u>(2,451,560)</u>
<b>Other financing sources</b>					
Sale of capital assets	145,917				145,917
Transfers from (to) other funds	(970,887)	638,482	103,889	228,516	
Total other financing sources (uses)	<u>(824,970)</u>	<u>638,482</u>	<u>103,889</u>	<u>228,516</u>	<u>145,917</u>
Net change in fund balance	(1,095,825)	(1,001,692)	(203,460)	(4,666)	(2,305,643)
Fund balances, beginning as previously reported	1,752,315	1,001,692	252,599	18,812	3,025,418
Prior period adjustment (Note 5)	38,690				38,690
Fund balances, beginning as restated	<u>1,791,005</u>	<u>1,001,692</u>	<u>252,599</u>	<u>18,812</u>	<u>3,064,108</u>
Fund balances, ending	\$ 695,180	\$	\$ 49,139	\$ 14,146	\$ 758,465

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

TOWN OF MONTREAT, NORTH CAROLINA

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances  
 Governmental Funds  
 For the Year Ended June 30, 2020

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

Net changes in fund balances - total governmental funds	\$ (2,305,643)
<p>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</p>	
Capital outlay expenditures which were capitalized	2,485,074
Depreciation expense for governmental assets	(159,238)
Net book value of capital assets sold during the year	(112,500)
Contributions to the pension plan in the current fiscal year are not included on the Statement of Activities	60,543
Benefit payments paid and administrative expense for the LEOSSA are not included on the Statement of Activities	16,715
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds	
Increase in unavailable revenue for tax revenues	1,436
<p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction has any effect on net position. This amount is the net affect of these differences in the treatment of long-term debt and related items</p>	
Principal payments on long-term debt	82,867
<p>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.</p>	
Compensated absences	30,361
Pension expense	<u>(157,865)</u>
Total changes in net position of governmental activities	<u>\$ (58,250)</u>

TOWN OF MONTREAT, NORTH CAROLINA

General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual  
For the Year Ended June 30, 2020

	Original Budget	Final Budget	Actual Amounts	Variance with final budget- positive (negative)
<b>Revenues</b>				
Ad valorem taxes	\$ 1,018,002	\$ 1,018,002	\$ 1,013,719	\$ (4,283)
Other taxes and licenses	458,453	393,131	412,785	19,654
Unrestricted intergovernmental	94,695	94,918	95,091	173
Restricted intergovernmental	42,400	42,400	42,053	(347)
Permits and fees	105,781	115,902	106,809	(9,093)
Investment earnings	3,075	3,086	1,550	(1,536)
Miscellaneous	4,500	4,796	2,700	(2,096)
Total revenues	<u>1,726,906</u>	<u>1,672,235</u>	<u>1,674,707</u>	<u>2,472</u>
<b>Expenditures</b>				
Current:				
General government	445,000	617,240	553,453	63,787
Public safety	451,410	456,233	447,121	9,112
Transportation	408,161	410,671	381,201	29,470
Environmental protections	118,602	115,462	112,602	2,860
Cultural and recreation	30,050	30,404	31,701	(1,297)
Debt service:				
Principal	16,200	16,200	16,200	
Interest and other charges	2,500	2,500	2,437	63
Capital outlay	496,538	396,356	400,847	(4,491)
Total expenditures	<u>1,968,461</u>	<u>2,045,066</u>	<u>1,945,562</u>	<u>99,504</u>
Revenues over (under) expenditures	<u>(241,555)</u>	<u>(372,831)</u>	<u>(270,855)</u>	<u>101,976</u>
<b>Other financing sources (uses)</b>				
Sale of capital assets	8,000	145,917	145,917	
Transfer to other funds	<u>          </u>	<u>(378,494)</u>	<u>(970,887)</u>	<u>(592,393)</u>
Total other financing sources (uses)	<u>8,000</u>	<u>(232,577)</u>	<u>(824,970)</u>	<u>(592,393)</u>
Fund balance appropriated	<u>233,555</u>	<u>605,408</u>	<u>          </u>	<u>(605,408)</u>
Net change in fund balance	<u>\$          </u>	<u>\$          </u>	<u>(1,095,825)</u>	<u>\$ (1,095,825)</u>
Fund balance, beginning as previously reported			1,752,315	
Prior period adjustment (note 5)			<u>38,690</u>	
Fund balance, beginning as restated			<u>1,791,005</u>	
Fund balance, ending			<u>\$ 695,180</u>	

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

TOWN OF MONTREAT, NORTH CAROLINA

Statement of Fund Net Position  
 Proprietary Fund  
 June 30, 2020

	Major Enterprise Fund <u>Water Fund</u>
<b>Assets</b>	
Current assets:	
Cash and cash equivalents	\$ 771,193
Accounts receivable (net)	21,870
Inventories	16,540
Restricted cash and cash equivalents	<u>5,307</u>
Total current assets	<u>814,910</u>
Noncurrent assets:	
Land and construction in process	367,968
Capital assets, net of depreciation	<u>1,130,545</u>
Total noncurrent assets	<u>1,498,513</u>
Total assets	<u>\$ 2,313,423</u>
<b>Deferred outflows of resources</b>	<u>\$ 5,607</u>
<b>Liabilities</b>	
Current liabilities:	
Accounts payable and accrued liabilities	\$ 2,823
Installment purchases, current	40,323
Bond payable, current	28,000
Liabilities payable from restricted assets:	
Customer deposits	<u>5,307</u>
Total current liabilities	<u>76,453</u>
Noncurrent liabilities:	
Installment purchases	341,802
Bond payable	6,000
Net pension liability	<u>9,196</u>
Total noncurrent liabilities	<u>356,998</u>
Total liabilities	<u>\$ 433,451</u>
<b>Deferred inflows of resources</b>	<u>\$ 227</u>
<b>Net position</b>	
Net investment in capital assets	\$ 1,082,388
Unrestricted	<u>802,964</u>
Total net position	<u>\$ 1,885,352</u>

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

**TOWN OF MONTREAT, NORTH CAROLINA**

Statement of Revenues, Expenses, and Changes in Fund Net Position  
 Proprietary Fund  
 For the Year Ended June 30, 2020

	Major Enterprise Fund <u>Water Fund</u>
<b>Operating revenues</b>	
Charges for services	\$ 277,493
Other operating revenues	<u>48,060</u>
Total operating revenues	<u>325,553</u>
<b>Operating expenses</b>	
Water operations	248,844
Depreciation	<u>78,801</u>
Total operating expenses	<u>327,645</u>
Operating loss	<u>(2,092)</u>
<b>Nonoperating revenues (expenses)</b>	
Investment earnings	251
Interest expense	<u>(8,958)</u>
Total non-operating expenses	<u>(8,707)</u>
Change in net position	(10,799)
Total net position, previously reported	1,954,458
Restatement (note 5)	<u>(58,307)</u>
Beginning net position, restated	<u>1,896,151</u>
Total net position, ending	<u>\$ 1,885,352</u>

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

## TOWN OF MONTREAT, NORTH CAROLINA

Statement of Cash Flows  
Proprietary Fund  
For the Year Ended June 30, 2020

	Major Enterprise Fund <u>Water Fund</u>
<b>Cash flows from operating activities</b>	
Cash received from customers	\$ 327,880
Cash paid for goods and services	(181,641)
Cash paid to or on behalf of employees for services	<u>(64,487)</u>
Net cash provided by operating activities	<u>81,752</u>
<b>Cash flows from capital and related financing activities:</b>	
Acquisition and construction of capital assets	(22,400)
Principal payment on long-term debt	(68,322)
Interest payment on long-term debt	<u>(8,958)</u>
Net cash used by capital and related financing activities	<u>(99,680)</u>
<b>Cash flows from investing activities:</b>	
Interest received	<u>251</u>
Net decrease in cash and cash equivalents	(17,677)
Balances, beginning	<u>794,177</u>
Balances, ending	<u>\$ 776,500</u>
Reconciliation of operating loss to net cash provided by operating activities:	
Operating loss	\$ (2,092)
Depreciation	78,801
Changes in assets and liabilities:	
Decrease in accounts receivable	2,800
Decrease inventories	305
Decrease in accounts payable and accrued liabilities	(1,405)
Decrease in customer deposits	(473)
Increase in net pension liability	9,196
Increase in deferred outflows of resources - pensions	(5,607)
Increase in deferred inflows of resources - pensions	<u>227</u>
Net cash provided by operating activities	<u>\$ 81,752</u>

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

**TOWN OF MONTREAT, NORTH CAROLINA**

Statement of Fiduciary Net Position  
Fiduciary Fund  
June 30, 2020

	<u>Agency Fund</u>
<b>Assets</b>	
Cash and cash equivalents	\$ <u>38,266</u>
<b>Liabilities</b>	
Intergovernmental payable	\$ <u>38,266</u>

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

# TOWN OF MONTREAT, NORTH CAROLINA

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

## **Note 1 - Summary of Significant Accounting Policies**

The accounting policies of the Town of Montreat 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 Montreat (the “Town”) is a municipal corporation that is governed by an elected mayor and a five-member board of commissioners.

### B. Basis of Presentation

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

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

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

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

**Note 1 - Summary of Significant Accounting Policies (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. The primary expenditures are for administration, public safety, and street maintenance.

**Town Hall Capital Project Fund.** This fund is used to account for the expenditures for the new Town Hall in the Town of Montreat.

**Public Works Building Capital Project Fund.** This fund is used to account for the expenditures for the new Public Works Building in the Town of Montreat.

The Town reports the following major enterprise fund:

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

The Town reports the following nonmajor governmental funds:

**Special Revenue Funds.** The special revenue funds accounts for specific revenue sources (other than capital projects) that are legally restricted to expenditures for specified purposes. The special revenue funds maintained by the Town are the Calvin Trail Special Revenue Fund, Culvert Project Special Revenue Fund, Miscellaneous Project Fund, Urban Forestry 2018 Special Revenue Fund, Urban Forestry 2019 Special Revenue Fund, and the Landscape Special Revenue Fund.

**Capital Project Funds.** The capital project funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities. The nonmajor capital projects maintained by the Town are the Providence Terrace Capital Project Fund, Lower Greybeard Wall Capital Project Fund, and the Texas Road Paving Capital Project Fund.

The Town reports the following fund types:

**Agency Fund.** Agency funds are custodial in nature and do not involve the measurement of operating results. An agency fund is used to account for assets the Town holds on behalf of others. The Town maintains a Sewer Treatment and Maintenance Fund, which accounts for sewer charges that the Town is required to remit to the Metropolitan Sewerage District (MSD).

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.

## **Note 1 - Summary of Significant Accounting Policies (continued)**

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

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

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principle ongoing operations. The principle operating revenues of the Town's enterprise fund 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 the enterprise fund 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. Issuance 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 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 the vehicles are registered.

## **Note 1 - Summary of Significant Accounting Policies (continued)**

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

### **D. Budgetary Data**

The Town's budgets are adopted as required by the North Carolina General Statutes. An annual budget is adopted for the General Fund and the Enterprise Fund. All annual appropriations lapse at the fiscal year-end. Project ordinances are adopted for all capital project funds and special revenue funds. All budgets are prepared using the modified accrual basis of accounting. Expenditures may not legally exceed appropriations at the functional level for all annually budgeted funds and at the project level for the multi-year funds. Amendments are required for any revisions that alter total expenditures of any fund or that change functional appropriations by more than \$2,500. All amendments must be approved by the governing board and the Board must adopt an interim budget that covers that time until the annual ordinance can be adopted. During the year, several amendments to the original budget were necessary.

### **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.

**Note 1 - Summary of Significant Accounting Policies (continued)**

State law [G.S. 159-30I] authorizes the Town to invest in obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States, obligations of the State of North Carolina, bonds and notes of any North Carolina local government or public authority, obligations of certain non-guaranteed federal agencies, certain high quality issues of commercial paper and bankers' acceptances, and the North Carolina Capital Management Trust (NCCMT). The Town's investments are generally reported at fair value. The NCCMT Government Portfolio, a SEC-registered (2a-7) money market mutual fund, is measured at fair value. The NCCMT-Term Portfolio is a 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 pools money from several funds to facilitate disbursement and investment and to maximize investment income and considers all cash and investments to be 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. Powell Bill funds are also classified as restricted cash because they can be expended only for the purposes outlined in G.S. 136-41.1 through 136-41.4. Restricted cash at June 30, 2020 consists of the following:

Governmental activities:	
General Fund:	
Streets	\$ 47,842
Business-type activities:	
Water Fund:	
Customer deposits	<u>5,307</u>
Total restricted cash	<u>\$ 53,149</u>

4. Ad Valorem Taxes Receivable

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

**Note 1 - Summary of Significant Accounting Policies (continued)**

5. Allowances for Doubtful Accounts

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

6. Inventory and Prepaid Items

The inventories of the Town are valued at cost (first-in, first-out), which approximates market. The Town's General Fund inventory consists of expendable supplies that are recorded as expenditures as used rather than when purchased. The inventories of the Town's enterprise fund consist of materials and supplies held for subsequent use. The cost of these inventories is expensed when consumed rather than when purchased.

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

7. Capital Assets

Capital assets are defined by the government as assets with an initial, individual cost of more than a certain cost and an estimated useful life in excess of two years. Minimum capitalization costs are as follows: land, \$10,000; buildings, improvements, substations, lines, and other plant and distribution systems, \$15,000; infrastructure, \$20,000; equipment and furniture, \$5,000; vehicles and motorized equipment, \$10,000; \$5,000 computer software and computer equipment \$500. 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 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.

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

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Infrastructure	30
Buildings	50
Improvements	25
Equipment and furniture	10
Vehicles	6
Computer equipment	3

## **Note 1 - Summary of Significant Accounting Policies (continued)**

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

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

### **9. Long-Term Obligations**

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

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

### **10. Compensated Absences**

The vacation policy of the Town provides for the accumulation of up to thirty days earned vacation leave with such leave being fully vested when earned. For the Town's governmentwide and proprietary funds, an expense and a liability for compensated absences and the salary-related payments are recorded as the leave is earned. The Town has assumed a first-in, first-out method of using accumulated compensated time. The portion of that time that is estimated to be used in the next fiscal year has been designated 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 taken, no accrual for sick leave has been made.

## **Note 1 - Summary of Significant Accounting Policies (continued)**

### 11. Net Position/Fund Balances

#### Net Position

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

#### Fund Balances

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

The governmental fund types classify fund balances as follows:

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

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

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

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

**Note 1 - Summary of Significant Accounting Policies (continued)**

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 unexpended Powell Bill funds.

Restricted for Open Space - portion of fund balance that donors have contributed to the Town for conservation program efforts.

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

Committed for Open Space - portion of fund balance that the Board of Commissioners has assigned for conservation program efforts.

Committed for General Government - portion of fund balance that is committed by the Board for the Town Hall building project.

Committed for Transportation - portion of fund balance that is committed by the Board for road projects.

Committed for Culture and Recreation - portion of fund balance that is committed by the Board for forestry and landscape projects.

Assigned Fund Balance - portion of fund balance that the Town intends to use for specific purposes.

Subsequent year's expenditures - the portion of fund balance that is appropriated in the next year's budget that is not already classified in restricted or committed. The governing body approves the appropriation; however, the budget ordinance authorizes the manager to modify the appropriations by resource or appropriations within funds up to \$2,500.

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

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

**Note 1 - Summary of Significant Accounting Policies (continued)**

The Town of Montreat 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 remaining fund balance is at least equal to or greater than 35% of budgeted expenditures. Any portion of the General Fund balance in excess of 35% 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 liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Local Governmental Employees' Retirement System (LGERS) and additions to/deductions from LGERS fiduciary net position have been determined on the same basis as they are reported by LGERS. For this purpose, plan member contributions are recognized in the period in which the contributions are due. The Town of Montreat's employer contributions are recognized when due and the Town 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. Excess of Expenditures over Appropriations

For the fiscal year ended June 30, 2020, the expenditures made in the Town's General Fund exceeded the authorized appropriations made by the governing board for cultural and recreation by \$1,297. This over-expenditure occurred because of unplanned expenditures.

For the fiscal year ended June 30, 2020, the transfers to other funds made in the Town's General Fund exceeded the authorized appropriations made by the governing board by \$592,393. This over-expenditure occurred primarily because capital expenditures made in another fund exceeded available funds and General Fund funds were needed to cover those capital expenditures.

***Corrective Action Plan***

Management believes this error was made due to a deficit in the financial controls of the Town's antiquated financial software. A number of expenses came due at the end of the year FY20 but were paid out in FY 21. It appears that the software did not automatically block the expenses as it should, perhaps due to the crossing of fiscal years.

The Town has bid out and purchased a new financial software that we believe will help alleviate this problem. In FY22 we began the transition process to the new software. Management will work with the new software company to ensure that the appropriate checks are in place and will more closely monitor expenditure requests, especially those that cross fiscal years.

## **Note 2 - Stewardship, Compliance, and Accountability (continued)**

### **B. Noncompliance with Minimum Fund Balance Policy**

For the fiscal year ended June 30, 2020, the unassigned fund balance of the General Fund was equal to 16% of budgeted expenditures. The Town's minimum fund balance policy for the General Fund instructs management to conduct the business of the Town in such a manner that remaining fund balance is at least equal to or greater than 35% of budgeted expenditures. Management and the Board will more closely review the budget and financial reports to ensure compliance in future years.

#### ***Corrective Action Plan***

Fiscal Year 2020 encountered several significant financial challenges for the Town of Montreat. Town revenues, especially sales tax, dramatically decreased from previous years. The Town cut spending to the extent possible, but the effect of the revenue loss is apparent in this financial report.

To address the fund balance deficiency, the Town continued to cut spending in the fiscal year 2021 budget. Additionally, the Town instituted its first tax increase in eight years. Fiscal year 2022 was a revaluation year in Buncombe County. The Town of Montreat opted not to pursue a revenue neutral option, but held its tax rate constant as the valuation increased. This occurred as revenue from sales tax rebounded. And finally, the Town was awarded funding through the American Rescue Plan Act that allowed the Town to pursue needed expenses without using the General Fund.

The Town will continue to monitor its fund balance and will pursue policies to increase the Fund Balance.

### **C. Late Audit**

The Town's audit for the fiscal year ended June 30, 2020 was due on January 31, 2021, but was not finalized until December 10, 2021.

#### ***Corrective Action Plan***

To address the late submission of the Financial Statements to the LGC, barring any events that may physically impact the ability of Town and audit staff from completing future audits on a timely basis, the Fiscal Year 2021 audit will be completed by June 30, 2022 and the Fiscal Year 2022 audit will be completed by the due date, October 31, 2022.

The Town will continue to prioritize completion of the Financial Statements on a timely basis in order to prevent this situation from re-occurring.

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

At June 30, 2020, the Town's deposits had a carrying amount of \$1,454,966 and a bank balance of \$1,487,836. Of the bank balance, \$513,840 was covered by federal depository insurance and the remainder was covered by collateral held under the pooling method. At June 30, 2020, the Town's petty cash fund totaled \$250.

##### 2. Investments

At June 30, 2020, the Town had \$13,840 invested with the North Carolina Capital Management Trust's Government Portfolio which carried a credit rating of AAAM by Standard and Poor's. The Town has no policy regarding credit risk.

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

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

Water fund - accounts receivable	<u>\$ 1,748</u>
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**Note 3 - Detail Notes on All Funds (continued)**

4. Capital Assets

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

	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balances</u>
<b>Governmental activities:</b>				
Capital assets not being depreciated:				
Land	\$ 1,170,005	\$	\$ 112,500	\$ 1,057,505
Construction in progress	<u>350,277</u>	<u>1,848,901</u>	<u></u>	<u>2,199,178</u>
Total capital assets not being depreciated	<u>1,520,282</u>	<u>1,848,901</u>	<u>112,500</u>	<u>3,256,683</u>
Capital assets being depreciated:				
Buildings	1,921			1,921
Improvements	59,507			59,507
Infrastructure	2,884,094	588,839		3,472,933
Equipment	119,163	7,077		126,240
IT equipment	51,607			51,607
Vehicles	<u>495,238</u>	<u>40,257</u>	<u>69,606</u>	<u>465,889</u>
Total capital assets being depreciated	<u>3,611,530</u>	<u>\$ 636,173</u>	<u>\$ 69,606</u>	<u>4,178,097</u>
Less accumulated depreciation for:				
Buildings	192	\$ 48	\$	240
Improvements	48,385	2,714		51,099
Infrastructure	559,605	96,644		656,249
Equipment	69,138	7,225		76,363
IT equipment	51,607			51,607
Vehicles	<u>349,618</u>	<u>52,607</u>	<u>69,606</u>	<u>332,619</u>
Total accumulated depreciation	<u>1,078,545</u>	<u>\$ 159,238</u>	<u>\$ 69,606</u>	<u>1,168,177</u>
Total capital assets being depreciated, net	<u>2,532,985</u>			<u>3,009,920</u>
Governmental activity capital assets, net	<u>\$ 4,053,267</u>			<u>\$ 6,266,603</u>

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

General government	\$ 4,027
Public safety	18,516
Transportation	112,061
Environmental protection	12,561
Cultural and recreation	<u>12,073</u>
Total depreciation expense	<u>\$ 159,238</u>

**Note 3 - Detail Notes on All Funds (continued)**

	<u>Beginning Balances</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balances</u>
<b>Business-type activities:</b>				
Capital assets not being depreciated:				
Land	\$ 367,968	\$ _____	\$ _____	\$ 367,968
Capital assets being depreciated:				
Buildings	142,110			142,110
Improvements	601,155			601,155
Infrastructure	2,042,211	22,400		2,064,611
Equipment	98,938			98,938
IT equipment	23,776			23,776
Vehicles	26,514			26,514
Total capital assets being depreciated	<u>2,934,704</u>	<u>\$ 22,400</u>	<u>\$ _____</u>	<u>2,957,104</u>
Less accumulated depreciation for:				
Buildings	71,037	\$ 3,552	\$ _____	74,589
Improvements	123,345	19,909		143,254
Infrastructure	1,404,148	55,340		1,459,488
Equipment	98,938			98,938
IT equipment	23,776			23,776
Vehicles	26,514			26,514
Total accumulated depreciation	<u>1,747,758</u>	<u>\$ 78,801</u>	<u>\$ _____</u>	<u>1,826,559</u>
Total capital assets being depreciated, net	<u>1,186,946</u>			<u>1,130,545</u>
Water fund capital assets, net	<u>\$ 1,554,914</u>			<u>\$ 1,498,513</u>

**B. Liabilities**

**1. Pension Plan and Postemployment Obligations**

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

*Plan Description.* The Town of Montreat is a participating employer in the state-wide 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.

### **Note 3 - Detail Notes on All Funds (continued)**

The Local Governmental Employees' Retirement System is included in the Annual Comprehensive Financial Report (ACFR) for the State of North Carolina. The state's ACFR 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 at 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 or 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 Montreat 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 Montreat's contractually required contribution rate for the year ended June 30, 2020 was 9.70% of compensation for law enforcement officers and 8.95% for general employees and firefighters, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year. Contributions to the pension plan from the Town of Montreat were \$60,543 for the year ended June 30, 2020.

**Note 3 - Detail Notes on All Funds (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 \$287,020 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2018. The total pension liability was then rolled forward to the measurement date of June 30, 2019 utilizing update procedures incorporating the actuarial assumptions. The Town’s proportion of the net pension liability was based on a projection of the Town’s long-term share of future payroll covered by the pension plan, relative to the projected future payroll covered by the pension plan of all participating LGERS employers, actuarially determined. At June 30, 2019 (measurement date), the Town’s proportion was 0.01051%, which was an increase of 0.00254% from its proportion measured as of June 30, 2018.

For the year ended June 30, 2020, the Town recognized pension expense of \$130,937. At June 30, 2020, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 49,145	\$
Changes of assumptions	46,779	
Net difference between projected and actual earnings on pension plan investments	7,001	
Changes in proportion and differences between Town contributions and proportionate share of contributions	11,514	7,092
Town contributions subsequent to the measurement date	60,543	
Total	<u>\$ 174,982</u>	<u>\$ 7,092</u>

\$60,543 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.

**Note 3 - Detail Notes on All Funds (continued)**

Other amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:

2021	\$	51,472
2022		16,580
2023		28,490
2024		10,805
2025		
Thereafter		

*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.

**Note 3 - Detail Notes on All Funds (continued)**

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%	

This 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:

	<u>1% Decrease (6.00%)</u>	<u>Discount Rate (7.00%)</u>	<u>1% Increase (8.00%)</u>
Town’s proportionate share of the net pension liability (asset)	\$ 656,467	\$ 287,020	\$ (20,065)

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

**Note 3 - Detail Notes on All Funds (continued)**

b. Law Enforcement Officers Special Separation Allowance

*(1) Plan Description*

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

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

Retirees receiving benefits	2
Active plan members	<u>5</u>
Total	<u><u>7</u></u>

*(2) Summary of Significant Accounting Policies*

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

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

*(3) Actuarial Assumptions*

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

Inflation	2.5 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.

**Note 3 - Detail Notes on All Funds (continued)**

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

*(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 \$16,715 as benefits became 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 \$145,236. 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 \$47,460.

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 61,677	\$ 5,720
Changes of assumptions	4,775	1,291
Town benefit payments and plan administrative expense made subsequent to the measurement date	<u>16,715</u>	
Total	<u>\$ 83,167</u>	<u>\$ 7,011</u>

\$16,715 paid as benefits came due subsequent to the measurement date have been reported as deferred outflows of resources. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:

2021	\$ 38,263
2022	15,726
2023	3,044
2024	2,408
2025	
Thereafter	

**Note 3 - Detail Notes on All Funds (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 (4.626 percent) than the current rate:

	1% Decrease <u>(2.26%)</u>	Discount Rate <u>(3.26%)</u>	1% Increase <u>(4.26%)</u>
Total pension liability	\$ 151,844	\$ 145,236	\$ 139,079

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

	<u>2020</u>
Beginning balance	\$ 154,885
Service Cost	4,168
Interest on the total pension liability	5,029
Difference between expected and actual experience	12,192
Changes of assumptions or other inputs	2,392
Benefit payments	<u>(33,430)</u>
Ending balance of the total pension liability	<u>\$ 145,236</u>

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.

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

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

	<u>LGERS</u>	<u>LEOSSA</u>	<u>Total</u>
Pension Expense	\$ 130,937	\$ 47,460	\$ 178,397
Pension Liability	287,020	145,236	287,020
Proportionate share of net pension liability	0.01051%	n/a	

**Note 3 - Detail Notes on All Funds (continued)**

	<u>LGERS</u>	<u>LEOSSA</u>	<u>Total</u>
Deferred Outflows of Resources:			
Differences between expected and actual experience	\$ 49,145	\$ 61,677	\$ 110,822
Changes of assumptions	46,779	4,775	51,554
Net difference between projected and actual earnings on plan investments	7,001		7,001
Changes in proportion and differences between contributions and proportionate share of contributions	11,514		11,514
Benefit payments and administrative costs paid subsequent to the measurement date	60,543	16,715	77,258
Deferred Inflows of Resources:			
Differences between expected and actual experience		5,720	5,720
Changes of assumptions		1,291	1,291
Changes in proportion and differences between contributions and proportionate share of contributions	7,092		7,092

c. Supplemental Retirement Income Plan for Law Enforcement Officers

*Plan Description.* The Town contributes to the Supplemental Retirement Income Plan (Plan), a defined contribution pension plan administered by the Department of State Treasurer and a Board of Trustees. The Plan provides retirement benefits to law enforcement officers employed by the Town. Article 5 of G.S. Chapter 135 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly. The Supplemental Retirement Income Plan for Law Enforcement Officers is included in the Annual Comprehensive Financial Report for the State of North Carolina. The State's ACFR 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 5% of each officer's salary, and all amounts contributed are vested immediately. The law enforcement officers may also make voluntary contributions to the plan. The Town made contributions of \$12,074 for the reporting year. No amounts were forfeited.

d. Supplemental Retirement Income Plan for General Employees

*Plan Description.* The Town also contributes each month an amount equal to 5% of each non-law enforcement employee's salary, and all amounts contributed are vested immediately. Also, the employees may make voluntary contributions to the plan. The Town made contributions of \$20,871 for the reporting year. No amounts were forfeited.

**Note 3 - Detail Notes on All Funds (continued)**

2. Other Employment Benefits

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

3. Deferred Outflows and Inflows of Resources

Deferred outflows of resources in the Statement of Net Position are comprised of the following:

Contributions to pension plan in the current fiscal year	\$	60,543
Benefit payments and administrative expense for LEOSSA made subsequent to the measurement date		16,715
Differences between expected and actual experience		110,822
Changes of assumptions		51,554
Net difference between projected and actual		7,001
Changes in employer contributions and proportionate share of contributions		11,514
Total	\$	<u>258,149</u>

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

	<u>Statement of Net Position</u>	<u>General Fund Balance Sheet</u>
Property tax receivable	\$	\$ 1,538
Differences between expected and actual experience	5,720	
Changes of assumptions	1,291	
Changes in employer contributions and proportionate share of contributions	7,092	
Total	<u>\$ 14,103</u>	<u>\$ 1,538</u>

### **Note 3 - Detail Notes on All Funds (continued)**

#### **4. Risk Management**

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

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

The Town does not carry flood insurance due to its geographic location.

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 Town Administrator and the Finance Officer are each individually bonded for \$50,000. The Town Clerk is bonded for \$10,000.

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

At June 30, 2020, the Town was not a defendant to any lawsuits.

**Note 3 - Detail Notes on All Funds (continued)**

6. Long-Term Obligations

a. Installment Purchases

The Town's installment purchases serviced by the General Fund at June 30, 2020 are comprised of the following individual issues:

In November 2015, the Town entered into a note with a private banking institution for \$162,000 to finance the construction of the Upper Kentucky Road Water Extension Project. The note bears interest at 2.12% and is payable in 10 annual installments beginning in November 2016. Secured by a deed of trust. \$ 97,200

In June 2019, the Town entered into a note with a private banking institution for \$1,000,000 to finance the construction of a Town Hall. The note bears interest at 3.16% and is payable in 15 annual installments beginning in June 2020. Secured by a deed of trust. 933,333

Total installment purchases - General Fund \$ 1,030,533

Annual debt service requirements to maturity for installment purchases serviced by the General Fund are as follows:

<u>Years Ending June 30</u>	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2021	\$ 82,867	\$ 31,588
2022	82,867	29,128
2023	82,867	26,673
2024	82,867	24,218
2025	82,867	21,765
2026-2030	349,535	74,082
2031-2036	<u>266,663</u>	<u>21,067</u>
Total	<u>\$ 1,030,533</u>	<u>\$ 228,521</u>

**Note 3 - Detail Notes on All Funds (continued)**

The Town’s installment purchases serviced by the Water Fund at June 30, 2020 are comprised of the following individual issues:

In November 2015, the Town entered into a note with a private banking institution for \$138,000 to finance the construction of the Upper Kentucky Road Water Extension Project. The note bears interest at 2.12% and is payable in 10 annual installments beginning in November 2016. Secured by a deed of trust. \$ 82,800

Drinking Water State Revolving Loan principal forgiveness loan for the construction of two water-related projects. The loan has a maximum amount of \$492,995, of which \$246,947 could be debt. The loan has three parts: parts one and two are interest free, and part three bears interest at a 2.22%. The notes are payable in 20 annual installments beginning at the time the project is completed. Unsecured. 299,325

Total installment purchases - Water Fund \$ 382,125

Annual debt service requirements to maturity for installment purchases serviced by the Water Fund are as follows:

<u>Years Ending June 30</u>	<u>Business-Type Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2021	\$ 40,323	\$ 5,275
2022	40,323	4,683
2023	40,323	4,096
2024	40,323	3,508
2025	40,323	2,922
2026-2030	146,408	7,569
2031-2036	<u>34,102</u>	<u>873</u>
Total	<u>\$ 382,125</u>	<u>\$ 28,926</u>

b. General Obligation Indebtedness

The Town’s general obligation bond was issued to finance the construction of facilities utilized in the operations of the water and sewer system and which are being retired by its resources are reported as long-term debt in the Water Fund. All general obligation bonds are collateralized by the full faith, credit, and taxing power of the Town. Principal and interest requirements are appropriated when due.

**Note 3 - Detail Notes on All Funds (continued)**

Bonds payable at June 30, 2020 is comprised of the following individual issue, serviced by the Water Fund:

\$609,000 Series A General Obligation Bond, issued in August 1983 to finance the purchase and construction of water system facilities. The bond bears interest at 5% and is due in 37 annual payments beginning in August 1986, with accelerating principal maturities. \$ 34,000

Annual debt service requirements to maturity for general obligation bonds serviced by the Water Fund are as follows:

Years Ending June 30	Business-Type Activities	
	Principal	Interest
2021	\$ 28,000	\$ 1,700
2022	<u>6,000</u>	<u>300</u>
Total	<u>\$ 34,000</u>	<u>\$ 2,000</u>

c. Changes in Long-Term Liabilities

Compensated absences for governmental activities have typically been liquidated in the General Fund.

	Beginning Balance	Increases	Decreases	Ending Balance	Current Portion of Balance
<b>Governmental activities:</b>					
Installment purchases	\$ 1,113,400	\$	\$ 82,867	\$ 1,030,533	\$ 82,867
Total pension liability (LEO)	154,885		9,649	145,236	
Net pension liability (LGERS)	189,076	88,748		277,824	
Compensated absences	<u>125,941</u>	<u>6,291</u>	<u>36,652</u>	<u>95,580</u>	
Governmental activities					
long-term liabilities	<u>\$ 1,583,302</u>	<u>\$ 95,039</u>	<u>\$ 129,168</u>	<u>\$ 1,549,173</u>	<u>\$ 82,867</u>
<b>Business-type activities:</b>					
Bonds payable	\$ 62,000	\$	\$ 28,000	\$ 34,000	\$ 28,000
Installment purchases	422,447		40,322	382,125	
Net pension liability (LGERS)		9,196		9,196	
Business-type activities					
long-term liabilities	<u>\$ 484,447</u>	<u>\$ 9,196</u>	<u>\$ 68,322</u>	<u>\$ 425,321</u>	<u>\$ 28,000</u>

At June 30, 2020, the Town had a legal debt margin of \$19,791,206.

**Note 3 - Detail Notes on All Funds (continued)**

C. Interfund Balances and Activity

Transfers to/from other funds for the year ended June 30, 2020, consist of the following:

From the General Fund to the Town Hall Capital Project Fund for capital project expenditures	\$ 638,482
From the General Fund to the Public Works Capital Project Fund for capital project expenditures	103,889
From the General Fund to the Lower Graybeard Wall Capital Project Fund for capital project expenditures	230,372
From the Urban Forestry 2018 Special Revenue Fund to the General Fund for prior year project expenditures	(1,131)
From the Landscape Special Revenue Fund to the General Fund for prior year project expenditures	(725)
Total	<u>\$ 970,887</u>

D. Net Investment in Capital Assets

The Town's net investment in capital assets at June 30, 2020 is calculated as follows:

	<u>Governmental</u>	<u>Business-type</u>
Capital assets	\$ 6,266,603	\$ 1,498,513
Less: bonds payable		34,000
Less: installment purchases	<u>1,030,533</u>	<u>382,125</u>
Net investment in capital assets	<u>\$ 5,236,070</u>	<u>\$ 1,082,388</u>

E. Fund Balance

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

Total fund balance - General Fund	\$ 695,180
Less:	
Stabilization by State Statute	(149,979)
Restricted for streets	(47,842)
Restricted for Open Space	(14,868)
Appropriated fund balance	(135,308)
Working capital / fund balance policy	<u>(715,773)</u>
Remaining fund balance	<u>\$ (368,590)</u>

The Town has adopted a minimum fund balance policy for the General Fund which instructs management to conduct the business of the Town in such a manner that available fund balance is at least equal to or greater than 35% of final budgeted expenditures. The Town is not in compliance with this policy at June 30, 2020, see Note 2.

#### **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 moneys.

#### **Note 5 - Restatements**

##### **Prior Period Adjustments**

During the year ended June 30, 2020, it was discovered that sales and use taxes receivable relating to June 2019 were excluded from Town's General Fund as of June 30, 2019. Therefore, an adjustment to beginning fund balance has been recorded to account for those receivables, the net of effect of which increased beginning fund balance by \$38,690. These receivables were also not properly accrued in the government-wide statements; therefore, beginning net position was increased by the same amount.

During the year ended June 30, 2020, several errors were discovered in accounts receivable in the Town's Water Fund: receivables for charges for services in June 2019 were overstated, billing fees receivable from the Metropolitan Sewerage District were omitted, and receivables related to sewer sales (representing revenue of the Metropolitan Sewerage District and not the Town) were included in error. Therefore, an adjustment to beginning fund balance has been recorded to account for those errors, the net effect of which decreased beginning net position by \$58,307.

During the year ended June 30, 2020, it was discovered that a parcel of land had been added to capital assets in error in a prior year. Therefore, an adjustment to beginning capital assets has been recorded to account for this error, the effect of which decreased beginning net position by \$72,719.

#### **Note 6 - Significant Effects of Subsequent Events**

In August 2020 and September 2020, the Town received reimbursements from the State Office of Emergency Management for damage done by Hurricane Alberto in 2017 and 2018.

Management has evaluated subsequent events through December 10, 2021, which is the date the financial statements were available to be issued.

**REQUIRED SUPPLEMENTARY INFORMATION**

**TOWN OF MONTREAT, NORTH CAROLINA**

Schedule of the Proportionate Share of Net Pension Liability  
Local Government Employees' Retirement System  
Last Seven Fiscal Years\*

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Montreat's proportion of the net pension liability (asset) (%)	0.01051%	0.00797%	0.00926%	0.00946%	0.01067%	0.00934%	0.00133%
Montreat's proportion of the net pension liability (asset) (\$)	\$ 287,020	\$ 189,076	\$ 141,467	\$ 200,773	\$ 47,886	\$ (55,082)	\$ 124,155
Montreat's covered payroll	\$ 537,596	\$ 546,381	\$ 595,751	\$ 623,948	\$ 631,711	\$ 587,628	\$ 614,739
Montreat's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	53.39%	34.61%	23.75%	32.18%	7.58%	(9.37%)	20.20%
Plan fiduciary net position as a percentage of the total pension liability**	90.86%	91.63%	94.18%	91.47%	98.09%	102.64%	94.35%

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

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

**TOWN OF MONTREAT, NORTH CAROLINA**

Schedule of Contributions  
Local Government Employees' Retirement System  
Last Seven Fiscal Years\*

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required contribution	\$ 60,543	\$ 43,456	\$ 42,845	\$ 45,161	\$ 43,897	\$ 45,387	\$ 41,947
Contributions in relation to the contractually required contribution	<u>60,543</u>	<u>43,456</u>	<u>42,845</u>	<u>45,161</u>	<u>43,897</u>	<u>45,387</u>	<u>41,947</u>
Contribution deficiency (excess)	<u>\$</u>						
Covered payroll	<u>\$ 656,351</u>	<u>\$ 537,596</u>	<u>\$ 546,381</u>	<u>\$ 595,751</u>	<u>\$ 623,948</u>	<u>\$ 631,711</u>	<u>\$ 587,628</u>
Contributions as a percentage of covered payroll	9.22%	8.08%	7.84%	7.58%	7.04%	7.18%	7.14%

**TOWN OF MONTREAT, NORTH CAROLINA**

Schedule of Changes in Total Pension Liability  
 Law Enforcement Officers' Special Separation Allowance  
 Last Four Fiscal Years\*

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Beginning balance	\$ 154,885	\$ 59,532	\$ 77,602	\$ 70,293
Service cost	4,168	2,736	5,494	5,389
Interest on the total pension liability	5,029	1,353	2,635	2,509
Difference between expected and actual experience	12,192	127,434	(15,203)	
Changes of assumptions or other inputs	2,392	(2,740)	7,661	(589)
Benefit payments	<u>(33,430)</u>	<u>(33,430)</u>	<u>(18,657)</u>	
Ending balance of the total pension liability	<u>\$ 145,236</u>	<u>\$ 154,885</u>	<u>\$ 59,532</u>	<u>\$ 77,602</u>

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

**TOWN OF MONTREAT, NORTH CAROLINA**

Schedule of Total Pension Liability as a Percentage of Covered Payroll  
Law Enforcement Officers' Special Separation Allowance  
Last Four Fiscal Years

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Total pension liability	\$ 145,236	\$ 154,885	\$ 59,532	\$ 77,602
Covered payroll	237,346	181,374	240,642	227,806
Total pension liability as a percentage of covered payroll	61.19%	85.40%	24.74%	34.06%

Notes to the schedule

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

The pension schedules are intended to show information for ten years; additional years' information will be displayed as it becomes available.

**INDIVIDUAL FUND STATEMENTS  
AND SCHEDULES**

**TOWN OF MONTREAT, NORTH CAROLINA**

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

	Budget	Actual	Variance Positive (Negative)
<b>Revenues</b>			
Ad valorem taxes:			
Current year taxes	\$ 1,018,002	\$ 1,012,604	\$ (5,398)
Interest	<u>                    </u>	<u>          1,115</u>	<u>          1,115</u>
Total	<u>1,018,002</u>	<u>1,013,719</u>	<u>(4,283)</u>
Other taxes and licenses:			
Local sales tax	<u>          393,131</u>	<u>          412,785</u>	<u>          19,654</u>
Unrestricted intergovernmental			
Utility franchise tax	90,295	90,535	240
Solid waste disposal	750	683	(67)
Beer and wine tax	<u>          3,873</u>	<u>          3,873</u>	<u>                    </u>
Total	<u>          94,918</u>	<u>          95,091</u>	<u>          173</u>
Restricted intergovernmental:			
Powell Bill allocation	<u>          42,400</u>	<u>          42,053</u>	<u>          (347)</u>
Permits and fees:			
Community service fees	55,000	47,413	(7,587)
Building permits	43,587	44,141	554
Public safety charges	3,400	4,218	818
Sanitation fees	5,000	4,142	(858)
Zoning permits	1,300	455	(845)
Other	<u>          7,615</u>	<u>          6,440</u>	<u>          (1,175)</u>
Total	<u>         115,902</u>	<u>         106,809</u>	<u>          (9,093)</u>
Investment earnings	<u>          3,086</u>	<u>          1,550</u>	<u>          (1,536)</u>
Other income:			
Miscellaneous	2,796	54	(2,742)
Contributions	<u>          2,000</u>	<u>          2,646</u>	<u>          646</u>
Total	<u>          4,796</u>	<u>          2,700</u>	<u>          (2,096)</u>
Total revenues	<u>1,672,235</u>	<u>1,674,707</u>	<u>2,472</u>
<b>Expenditures</b>			
General government:			
Governing Body:			
Salaries and employee benefits	17,750	13,894	3,856
Operating expenses	137,789	100,277	37,512
Capital outlay			
Reimbursement - proprietary funds	<u>         (3,300)</u>	<u>         (3,300)</u>	<u>                    </u>
Total	<u>         152,239</u>	<u>         110,871</u>	<u>          41,368</u>

## TOWN OF MONTREAT, NORTH CAROLINA

### General Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual (continued)  
For the Year Ended June 30, 2020

	Budget	Actual	Variance Positive (Negative)
<b>Administration:</b>			
Salaries and employee benefits	\$ 314,176	\$ 302,515	\$ 11,661
Operating expenses	139,955	131,042	8,913
Reimbursement - proprietary funds	<u>(22,134)</u>	<u>(22,135)</u>	<u>1</u>
Total	<u>431,997</u>	<u>411,422</u>	<u>20,575</u>
<b>Public Buildings:</b>			
Operating expenses	34,925	33,081	1,844
Reimbursement - proprietary funds	<u>(1,921)</u>	<u>(1,921)</u>	<u></u>
Total	<u>33,004</u>	<u>31,160</u>	<u>1,844</u>
Total general government	<u>617,240</u>	<u>553,453</u>	<u>63,787</u>
<b>Public safety:</b>			
<b>Police Department:</b>			
Salaries and employee benefits	402,498	393,955	8,543
Operating expenses	53,735	53,166	569
Capital outlay	<u>7,077</u>	<u>7,077</u>	<u></u>
Total public safety	<u>463,310</u>	<u>454,198</u>	<u>9,112</u>
<b>Transportation:</b>			
<b>Planning and zoning:</b>			
Salaries and employee benefits	1,208	1,330	(122)
Operating expenses	<u>123,452</u>	<u>106,196</u>	<u>17,256</u>
Total	<u>124,660</u>	<u>107,526</u>	<u>17,134</u>
<b>Public Works:</b>			
Salaries and employee benefits	108,950	105,364	3,586
Operating expenses	16,890	18,512	(1,622)
Capital outlay	43,800	43,291	509
Reimbursement - proprietary funds	<u>(9,158)</u>	<u>(9,158)</u>	<u></u>
Total	<u>160,482</u>	<u>158,009</u>	<u>2,473</u>
<b>Streets:</b>			
Salaries and employee benefits	116,500	115,259	1,241
Operating expenses	88,180	79,049	9,131
Capital outlay	345,479	350,479	(5,000)
Reimbursement - proprietary funds	<u>(35,351)</u>	<u>(35,351)</u>	<u></u>
Total	<u>514,808</u>	<u>509,436</u>	<u>5,372</u>
Total transportation	<u>799,950</u>	<u>774,971</u>	<u>24,979</u>

**TOWN OF MONTREAT, NORTH CAROLINA**

General Fund

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual (continued)  
For the Year Ended June 30, 2020

	Budget	Actual	Variance Positive (Negative)
Environmental protection:			
Sanitation:			
Salaries and employee benefits	\$ 60,500	\$ 58,032	\$ 2,468
Operating expenses	<u>54,962</u>	<u>54,570</u>	<u>392</u>
Total environmental protection	<u>115,462</u>	<u>112,602</u>	<u>2,860</u>
Cultural and recreation:			
Recreation Commission:			
Operating expenses	<u>30,404</u>	<u>31,701</u>	<u>(1,297)</u>
Debt service			
Principal retirement	16,200	16,200	
Interest and fees	<u>2,500</u>	<u>2,437</u>	<u>63</u>
Total debt services	<u>18,700</u>	<u>18,637</u>	<u>63</u>
Total expenditures	<u>2,045,066</u>	<u>1,945,562</u>	<u>99,504</u>
Revenues over (under) expenditures	<u>(372,831)</u>	<u>(270,855)</u>	<u>101,976</u>
<b>Other financing sources (uses)</b>			
Sale of capital assets	145,917	145,917	
Transfer to other funds	<u>(378,494)</u>	<u>(970,887)</u>	<u>(592,393)</u>
Total other financing sources (uses)	<u>(232,577)</u>	<u>(824,970)</u>	<u>(592,393)</u>
Fund balance appropriated	<u>605,408</u>		<u>(605,408)</u>
Net change in fund balance	<u>\$ _____</u>	(1,095,825)	<u>\$ (1,095,825)</u>
Fund balance, beginning as previously reported		1,752,315	
Prior period adjustment (note 5)		<u>38,690</u>	
Fund balance, beginning as restated		<u>1,791,005</u>	
Fund balance, ending		<u>\$ 695,180</u>	

**TOWN OF MONTREAT, NORTH CAROLINA**

Town Hall Major Capital Project Fund  
 Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual  
 From Inception and for the Year Ended June 30, 2020

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
<b>Revenues</b>					
Investment earnings	\$ 38	\$ 6	\$ 32	\$ 38	\$
Contributions	<u>79,175</u>	<u>76,575</u>	<u>2,600</u>	<u>79,175</u>	
Total revenues	<u>79,213</u>	<u>76,581</u>	<u>2,632</u>	<u>79,213</u>	
<b>Expenditures</b>					
General Government:					
Operating expenditures	1,515	1,515		1,515	
Professional services	172,648	161,101	10,498	171,599	1,049
Debt service:					
Principal payments	66,667		66,667	66,667	
Interest payments	31,600		31,600	31,600	
Capital outlay	<u>1,895,712</u>	<u>137,273</u>	<u>1,534,041</u>	<u>1,671,314</u>	<u>224,398</u>
Total expenditures	<u>2,168,142</u>	<u>299,889</u>	<u>1,642,806</u>	<u>1,942,695</u>	<u>225,447</u>
Revenues over (under) expenditures	<u>(2,088,929)</u>	<u>(223,308)</u>	<u>(1,640,174)</u>	<u>(1,863,482)</u>	<u>(225,447)</u>
<b>Other financing sources</b>					
Transfers from other funds:					
From General Fund	1,088,929	225,000	638,482	863,482	(225,447)
Proceeds from long-term debt	<u>1,000,000</u>	<u>1,000,000</u>		<u>1,000,000</u>	
Total other financing sources	<u>2,088,929</u>	<u>1,225,000</u>	<u>638,482</u>	<u>1,863,482</u>	<u>(225,447)</u>
Net change in fund balance	<u>\$</u>	<u>\$ 1,001,692</u>	<u>(1,001,692)</u>	<u>\$</u>	<u>\$</u>
Fund balance, beginning			<u>1,001,692</u>		
Fund balance, ending			<u>\$</u>		

**TOWN OF MONTREAT, NORTH CAROLINA**

Public Works Major Capital Project Fund  
 Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual  
 From Inception and for the Fiscal Year Ended June 30, 2020

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
<b>Expenditures</b>					
Transportation:					
Professional services	\$ 82,975	\$ 3,113	\$ 24,130	\$ 27,243	\$ 55,732
Capital outlay	<u>320,914</u>	<u>44,288</u>	<u>283,219</u>	<u>327,507</u>	<u>(6,593)</u>
Total expenditures	<u>403,889</u>	<u>47,401</u>	<u>307,349</u>	<u>354,750</u>	<u>49,139</u>
<b>Other financing sources</b>					
Transfers from other funds:					
From General Fund	<u>403,889</u>	<u>300,000</u>	<u>103,889</u>	<u>403,889</u>	
Net change in fund balance	<u>\$</u>	<u>\$ 252,599</u>	<u>(203,460)</u>	<u>\$ 49,139</u>	<u>\$ 49,139</u>
Fund balance, beginning			<u>252,599</u>		
Fund balance, ending			<u>\$ 49,139</u>		

**TOWN OF MONTREAT, NORTH CAROLINA**

Nonmajor Governmental Funds  
Combining Balance Sheet  
For the Year Ended June 30, 2020

	<u>Culvert Project</u>	<u>Miscellaneous Projects</u>	<u>Urban Forestry 2018</u>	<u>Urban Forestry 2019</u>	<u>Landscape</u>	<u>Lower Grey- Beard Wall</u>	<u>Total</u>
<b>Assets</b>							
Cash and cash equivalents	\$ 525	\$ 1,000	\$ 4,159	\$ 7,762	\$ 700	\$ 685	\$ 14,831
<b>Liabilities and fund balances</b>							
Liabilities:							
Accounts payable and accrued expenses						\$ 685	\$ 685
Fund balances:							
Committed:							
Culture and recreation			4,159	7,762	700		12,621
Transportation	525	1,000					1,525
Total fund balances	<u>525</u>	<u>1,000</u>	<u>4,159</u>	<u>7,762</u>	<u>700</u>		<u>14,146</u>
Total liabilities and fund balances	<u>\$ 525</u>	<u>\$ 1,000</u>	<u>\$ 4,159</u>	<u>\$ 7,762</u>	<u>\$ 700</u>	<u>\$ 685</u>	<u>\$ 14,831</u>

**TOWN OF MONTREAT, NORTH CAROLINA**

Nonmajor Governmental Funds  
Combining Statement of Revenues, Expenditures, and Changes in Fund Balance  
For the Year Ended June 30, 2020

	<u>Culvert Project</u>	<u>Miscellaneous Projects</u>	<u>Urban Forestry 2018</u>	<u>Urban Forestry 2019</u>	<u>Landscape</u>	<u>Lower Grey- Beard Wall</u>	<u>Total</u>
<b>Revenues</b>							
Restricted intergovernmental	\$	\$	\$ 2,730	\$	\$	\$	\$ 2,730
Miscellaneous					1,050		1,050
Total revenues			<u>2,730</u>		<u>1,050</u>		<u>3,780</u>
<b>Expenditures</b>							
Transportation				1,589			1,589
Cultural and recreation						235,373	235,373
Total expenditures				<u>1,589</u>		<u>235,373</u>	<u>236,962</u>
Revenues over (under) expenditures			2,730	(1,589)	1,050	(235,373)	(233,182)
<b>Other financing sources (uses)</b>							
Transfers to General Fund			(1,131)		(725)	230,372	228,516
Net change in fund balances			1,599	(1,589)	325	(5,001)	(4,666)
<b>Fund balances</b>							
Beginning of year - July 1	<u>525</u>	<u>1,000</u>	<u>2,560</u>	<u>9,351</u>	<u>375</u>	<u>5,001</u>	<u>18,812</u>
End of year - June 30	<u>\$ 525</u>	<u>\$ 1,000</u>	<u>\$ 4,159</u>	<u>\$ 7,762</u>	<u>\$ 700</u>	<u>\$</u>	<u>\$ 14,146</u>

**TOWN OF MONTREAT, NORTH CAROLINA**

Lower Graybeard Wall Capital Projects Fund  
 Schedule of Revenues and Expenditures and Changes in Fund Balances - Budget and Actual  
 From Inception and for the Fiscal Year Ended June 30, 2020

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
<b>Revenues</b>					
Restricted intergovernmental	\$ 32,012	\$	\$	\$	\$ (32,012)
<b>Expenditures</b>					
Cultural and recreation:					
Capital outlay	218,232	2,987	235,373	238,360	(20,128)
Revenues over (under) expenditures	(186,220)	(2,987)	(235,373)	(238,360)	(52,140)
<b>Other financing sources</b>					
Transfers from General Fund	186,220	7,988	230,372	238,360	52,140
Net change in fund balance	<u>\$</u>	<u>\$ 5,001</u>	<u>(5,001)</u>	<u>\$</u>	<u>\$</u>
Fund balance, beginning			<u>5,001</u>		
Fund balance, ending			<u>\$</u>		

**TOWN OF MONTREAT, NORTH CAROLINA**

Culvert Project Special Revenue Fund  
 Schedule of Revenues and Expenditures and Changes in Fund Balances - Budget and Actual  
 From Inception and for the Fiscal Year Ended June 30, 2020

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
<b>Expenditures</b>					
General Government	\$ 865	\$ 865	\$	\$ 865	\$
Transportation	<u>38,935</u>	<u>38,410</u>	<u></u>	<u>38,410</u>	<u>525</u>
Total expenditures	<u>39,800</u>	<u>39,275</u>	<u></u>	<u>39,275</u>	<u>525</u>
Revenues over (under) expenditures	(39,800)	(39,275)		(39,275)	525
<b>Other financing sources (uses)</b>					
Transfers from General Fund	<u>39,800</u>	<u>39,800</u>	<u></u>	<u>39,800</u>	<u></u>
Net change in fund balance	<u>\$</u>	<u>\$ 525</u>		<u>\$ 525</u>	<u>\$ 525</u>
Fund balance, beginning			<u>525</u>		
Fund balance, ending			<u>\$ 525</u>		

**TOWN OF MONTREAT, NORTH CAROLINA**

Miscellaneous Projects Special Revenue Fund  
 Schedule of Revenues and Expenditures and Changes in Fund Balances - Budget and Actual  
 From Inception and for the Fiscal Year Ended June 30, 2020

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
<b>Expenditures</b>					
Transportation	\$ 15,360	\$ 11,920	\$	\$ 11,920	\$ 4,070
Revenues over (under) expenditures	(15,360)	(11,290)		(11,920)	4,070
<b>Other financing sources (uses)</b>					
Transfers from General Fund	<u>15,360</u>	<u>12,290</u>		<u>12,290</u>	<u>(3,070)</u>
Net change in fund balance	<u>\$</u>	<u>\$ 1,000</u>		<u>\$ 1,000</u>	<u>\$ 1,000</u>
Fund balance, beginning			<u>1,000</u>		
Fund balance, ending			<u>\$ 1,000</u>		

**TOWN OF MONTREAT, NORTH CAROLINA**

Urban Forestry 2018 Special Revenue Fund  
 Schedule of Revenues and Expenditures and Changes in Fund Balances - Budget and Actual  
 From Inception and for the Fiscal Year Ended June 30, 2020

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
<b>Revenues</b>					
Restricted intergovernmental	\$ 7,397	\$ 3,401	\$ 2,730	\$ 6,131	\$ (1,266)
<b>Expenditures</b>					
Environmental Projection:					
Salaries and employee benefits	5,433				5,433
Operating	2,317	841		841	1,476
Professional services	<u>2,250</u>				<u>2,250</u>
Total expenditures	<u>10,000</u>	<u>841</u>		<u>841</u>	<u>9,159</u>
Revenues over (under) expenditures	<u>(2,603)</u>	<u>2,560</u>	<u>2,730</u>	<u>5,290</u>	<u>7,893</u>
<b>Other financing sources (uses)</b>					
Transfers (to) from General Fund	<u>2,603</u>		<u>(1,131)</u>	<u>(1,131)</u>	<u>(3,734)</u>
Net change in fund balance	<u>\$</u>	<u>\$ 2,560</u>	1,599	<u>\$ 4,159</u>	<u>\$ 4,159</u>
Fund balance, beginning			<u>2,560</u>		
Fund balance, ending			<u>\$ 4,159</u>		

**TOWN OF MONTREAT, NORTH CAROLINA**

Urban Forestry 2019 Special Revenue Fund  
 Schedule of Revenues and Expenditures and Changes in Fund Balances - Budget and Actual  
 From Inception and for the Fiscal Year Ended June 30, 2020

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
<b>Revenues</b>					
Restricted intergovernmental	\$ (18,081)	\$	\$	\$	\$ 18,081
<b>Expenditures</b>					
Environmental Projection:					
Salaries and employee benefits	4,113		1,589	1,589	2,524
Operating	5,112	763		763	4,349
Professional services	889				889
Total expenditures	<u>10,114</u>	<u>763</u>	<u>1,589</u>	<u>2,352</u>	<u>7,762</u>
Revenues over (under) expenditures	<u>(28,195)</u>	<u>(763)</u>	<u>(1,589)</u>	<u>(2,352)</u>	<u>25,843</u>
<b>Other financing sources (uses)</b>					
Transfers (to) from General Fund	<u>28,195</u>	<u>10,114</u>		<u>10,114</u>	<u>(18,081)</u>
Net change in fund balance	<u>\$</u>	<u>\$ 9,351</u>	<u>(1,589)</u>	<u>\$ 7,762</u>	<u>\$ 7,762</u>
Fund balance, beginning			<u>9,351</u>		
Fund balance, ending			<u>\$ 7,762</u>		

**TOWN OF MONTREAT, NORTH CAROLINA**

Landscape Special Revenue Fund  
 Schedule of Revenues and Expenditures and Changes in Fund Balances - Budget and Actual  
 From Inception and for the Fiscal Year Ended June 30, 2020

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual Current Year</u>	<u>Total to Date</u>	<u>Variance Positive (Negative)</u>
<b>Revenues</b>					
Restricted intergovernmental	\$ 1,475	\$ 425	\$ 1,050	\$ 1,475	\$
<b>Expenditures</b>					
Culture and recreation:					
Operating	750	50		50	700
Revenues over (under) expenditures	725	375		1,425	700
<b>Other financing sources (uses)</b>					
Transfers (to) from General Fund	(725)		(725)	(725)	
Net change in fund balance	\$	\$ 375	325	\$ 700	\$ 700
Fund balance, beginning			375		
Fund balance, ending			\$ 700		

**TOWN OF MONTREAT, NORTH CAROLINA**

Water Fund  
 Schedule of Revenues and Expenditures - Budget and Actual (Non-GAAP)  
 For the Year Ended June 30, 2020

	Budget	Actual	Variance Positive (Negative)
<b>Revenues</b>			
Operating revenues:			
Charges for services	\$ 350,814	\$ 277,493	\$ (73,321)
Other	50,835	48,060	(2,775)
Total operating revenues	401,649	325,553	(76,096)
Non-operating revenues:			
Investment earnings	248	251	3
Total revenues	401,897	325,804	(76,093)
<b>Expenditures</b>			
Operating expenditures:			
Salaries and related	70,300	64,487	5,813
Repairs and maintenance	47,500	45,874	1,626
Other operating expenditures	141,486	134,667	6,819
Total expenditures	259,286	245,028	14,258
Debt services:			
Principal retirement	69,300	68,322	978
Interest and fees	9,300	8,958	342
Total debt services	78,600	77,280	1,320
Capital outlay	64,011	22,400	41,611
Total expenditures	401,897	344,708	57,189
Revenues over (under) expenditures	\$ _____	(18,904)	\$ (18,904)

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

Reconciling items:	
Principal retirement	68,322
Capital outlay	22,400
Increase in deferred outflows of resources - pensions	5,607
Increase in deferred inflows of resources - pensions	(227)
Increase in net pension liability	(9,196)
Depreciation	(78,801)
Total reconciling items	8,105
Change in net position	\$ (10,799)

**TOWN OF MONTREAT, NORTH CAROLINA**

Metropolitan Sewerage District Agency Fund  
Statement of Changes in Assets and Liabilities  
For the Year Ended June 30, 2020

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deductions</u>	<u>Ending Balance</u>
<b>Assets</b>				
Cash and cash equivalents	<u>\$ 88,931</u>	<u>\$ 291,637</u>	<u>\$ 342,302</u>	<u>\$ 38,266</u>
<b>Liabilities</b>				
Intergovernmental payable	<u>\$ 88,931</u>	<u>\$ 291,637</u>	<u>\$ 342,302</u>	<u>\$ 38,266</u>

**OTHER SCHEDULES**

**TOWN OF MONTREAT, NORTH CAROLINA**

Schedule of Ad Valorem Taxes Receivable  
June 30, 2020

<u>Fiscal Year</u>	Uncollected Balance <u>June 30, 2019</u>	<u>Additions</u>	<u>Collections and Credits</u>	Uncollected Balance <u>June 30, 2020</u>
2019 - 2020	\$	\$ 1,014,714	\$ 1,013,278	\$ 1,436
2018 - 2019	102			102
2017 - 2018				
2016 - 2017				
2015 - 2016				
2014 - 2015				
2013 - 2014				
2012 - 2013				
2011 - 2012				
2010 - 2011				
	<u>\$ 102</u>	<u>\$ 1,014,714</u>	<u>\$ 1,013,278</u>	<u>1,538</u>
				Ad valorem taxes receivable - net <u>\$ 1,538</u>
				<u>Reconciliation to revenues:</u>
				Ad valorem taxes - General Fund \$ 1,015,155
				Reconciling items:
				Interest collected (1,115)
				Taxes written off <u>(762)</u>
				Total tax collections and credits <u>\$ 1,013,278</u>

**TOWN OF MONTREAT, NORTH CAROLINA**

Analysis of Current Tax Levy  
Town-Wide Levy  
June 30, 2020

	<u>Town-Wide</u>			<u>Total Levy</u>	
	<u>Property Valuation</u>	<u>Rate</u>	<u>Total Levy</u>	<u>Property Excluding Registered Motor Vehicles</u>	<u>Registered Motor Vehicles</u>
Original levy:					
Property taxed at current rate	\$ 314,519,923	0.41	\$ 1,290,061	\$ 1,271,338	\$ 18,723
Exemptions	(67,125,258)	0.41	(275,328)	(275,328)	
Releases	<u>(4,585)</u>		<u>(19)</u>	<u>(19)</u>	
Total property valuation	<u>\$ 247,390,080</u>				
Net levy			1,014,714	995,991	18,723
Uncollected taxes at June 30, 2020			<u>(1,436)</u>	<u>(1,436)</u>	
Current year's taxes collected			<u>\$ 1,013,278</u>	<u>\$ 994,555</u>	<u>\$ 18,723</u>
Current levy collection percentage			<u>99.86%</u>	<u>99.86%</u>	<u>100.00%</u>

## **STATISTICAL SECTION**

# TOWN OF MONTREAT, NORTH CAROLINA

## Statistical Section

This part of the Town of Montreat's Annual Comprehensive Financial Report presents detailed and historical information as a context for understanding what the information in the financial statements, notes, and disclosures, and required supplementary information says about the Town's overall financial health.

<u>Contents</u>	<u>Page</u>
<b>Financial Trends Information</b>	75
These tables contain trend information to help the reader understand how the Town's financial performance and well-being have changed over time	
<b>Revenue Capacity Information</b>	83
These tables contain information to help the reader assess the Town's most significant local revenue source, the property tax.	
<b>Debt Capacity Information</b>	87
These tables present information to help the reader assess the affordability of the Town's current levels of outstanding debt and the Town's ability to issue additional debt in the future.	
<b>Demographic and Economic Information</b>	89
These tables offer demographic and economic indicators to help the reader understand the environment within which the Town's financial activities take place.	
<b>Operating Information</b>	91
These schedules contain service and infrastructure data to help the reader understand how the information in the Town's financial report relates to the services the Town provides and the activities it performs.	

*Sources: unless otherwise noted, the information in these tables is derived from the financial reports for the relevant year.*

## TOWN OF MONTREAT, NORTH CAROLINA

Table 1

### Net Position by Activity Governmental and Business-Type Functions

	<u>FYE 2020</u>	<u>FYE 2019</u>	<u>FYE 2018</u>	<u>FYE 2017</u>	<u>FYE 2016</u>	<u>FYE 2015</u>	<u>FYE 2014</u>	<u>FYE 2013</u>	<u>FYE 2012</u>	<u>FYE 2011</u>
<b>Governmental Activities</b>										
Net position:										
Net investment in capital assets	\$ 5,236,070	\$ 3,933,973	\$ 3,695,360	\$ 3,749,519	\$ 3,707,773	\$ 3,731,572	\$ 3,394,389	\$ 2,794,719	\$ 1,887,129	\$ 1,144,711
Restricted	212,689	405,906	390,961	330,586	294,400	267,742	255,216	249,671	269,501	283,792
Unrestricted	<u>264,084</u>	<u>1,355,034</u>	<u>1,526,914</u>	<u>1,353,386</u>	<u>1,267,022</u>	<u>910,515</u>	<u>1,016,240</u>	<u>990,917</u>	<u>1,132,305</u>	<u>1,332,931</u>
Subtotal, Governmental net position	<u>5,712,843</u>	<u>5,694,913</u>	<u>5,613,235</u>	<u>5,433,491</u>	<u>5,269,195</u>	<u>4,909,829</u>	<u>4,665,845</u>	<u>4,035,307</u>	<u>3,288,935</u>	<u>2,761,434</u>
<b>Business-Type Activities</b>										
Net position:										
Net investment in capital assets	1,082,388	1,070,467	1,038,682	1,032,219	1,020,541	1,180,864	1,036,410	982,912	959,327	1,089,073
Restricted										
Unrestricted	<u>802,964</u>	<u>825,684</u>	<u>881,868</u>	<u>822,641</u>	<u>754,721</u>	<u>391,634</u>	<u>597,996</u>	<u>595,469</u>	<u>866,473</u>	<u>583,502</u>
Subtotal, Business-Type net position	<u>1,885,352</u>	<u>1,896,151</u>	<u>1,920,550</u>	<u>1,854,860</u>	<u>1,775,262</u>	<u>1,572,498</u>	<u>1,634,406</u>	<u>1,578,381</u>	<u>1,825,800</u>	<u>1,672,575</u>
<b>Total Primary Government</b>										
Net position:										
Net investment in capital assets	6,318,458	5,004,440	4,734,042	4,781,738	4,728,314	4,912,436	4,430,799	3,777,631	2,846,456	2,233,784
Restricted	212,689	405,906	390,961	330,586	294,400	267,742	255,216	249,671	269,501	283,792
Unrestricted	<u>1,067,048</u>	<u>2,180,718</u>	<u>2,408,782</u>	<u>2,176,027</u>	<u>2,021,743</u>	<u>1,302,149</u>	<u>1,614,236</u>	<u>1,586,386</u>	<u>1,998,778</u>	<u>1,916,433</u>
Total net position	<u>\$ 7,598,195</u>	<u>\$ 7,591,064</u>	<u>\$ 7,533,785</u>	<u>\$ 7,288,351</u>	<u>\$ 7,044,457</u>	<u>\$ 6,482,327</u>	<u>\$ 6,300,251</u>	<u>\$ 5,613,688</u>	<u>\$ 5,114,735</u>	<u>\$ 4,434,009</u>

## TOWN OF MONTREAT, NORTH CAROLINA

Table 2

	Change in Net Position Governmental Functions									
	<u>FYE 2020</u>	<u>FYE 2019</u>	<u>FYE 2018</u>	<u>FYE 2017</u>	<u>FYE 2016</u>	<u>FYE 2015</u>	<u>FYE 2014</u>	<u>FYE 2013</u>	<u>FYE 2012</u>	<u>FYE 2011</u>
<b>Revenues</b>										
Program revenues:										
Charges for services:										
General government	\$ 92,100	\$ 99,068	\$ 88,002	\$ 89,095	\$ 86,153	\$ 79,484	\$ 102,254	\$ 94,897	\$	\$
Public safety	4,218	3,408	1,673	3,371	3,371	3,090	3,846	3,396	39,701	47,610
Environmental	10,491	7,516	5,109	6,521	14,472	447	388	325	494	473
Charges for services	106,809	109,992	94,784	98,987	103,996	83,021	106,488	98,618	40,195	48,083
Operating grants and contributions	48,479	262,302	152,413	147,450	164,985	135,379	108,380	105,034	134,045	132,343
Capital grants and contributions	2,600	79,504	2,787	3,694	155,346	36,977	360,088	584,932	385,151	5,550
General revenues:										
Taxes:										
Property taxes	1,015,155	1,008,941	1,000,700	974,695	962,972	968,042	970,716	892,839	886,345	873,863
Sales taxes	412,785									
Other taxes and licenses	95,091	414,136	406,038	402,651	390,699	356,952	332,403	313,951	307,211	280,616
Gain on sale of assets	33,417									
Investment earnings	1,582	4,263	4,395	3,643	1,709	1,073	1,629	1,850	5,915	7,921
Miscellaneous	54	2,212	5,453	6,115	2,116	10,362	194	20	15,931	1,134
Total revenues	<u>1,715,972</u>	<u>1,881,350</u>	<u>1,666,570</u>	<u>1,637,235</u>	<u>1,781,823</u>	<u>1,591,806</u>	<u>1,879,898</u>	<u>1,997,244</u>	<u>1,774,793</u>	<u>1,349,510</u>
<b>Expenses</b>										
General government	563,874	552,607	337,182	604,294	479,543	551,016	347,272	403,785	411,493	348,601
Public safety	491,583	440,675	358,436	439,093	450,926	415,119	418,288	417,698	450,064	418,103
Transportation	511,804	549,008	473,469	380,618	362,962	107,255	214,513	137,836	338,622	317,661
Environmental protection	129,150	126,867	117,305	96,173	12,343	1,587	162,683	203,889	17,779	27,743
Cultural and recreation	43,774	17,685	26,265	20,419	116,083	109,206	60,993	102,532	96,161	90,850
Interest on long-term debt	34,037	2,021	3,278	6,221	600					467
Total expenses	<u>1,774,222</u>	<u>1,688,863</u>	<u>1,315,935</u>	<u>1,546,818</u>	<u>1,422,457</u>	<u>1,184,183</u>	<u>1,203,749</u>	<u>1,265,740</u>	<u>1,314,119</u>	<u>1,203,425</u>
Increase (decrease) in net position before transfers and special items										
	(58,250)	192,487	350,635	90,417	359,366	407,623	676,149	731,504	460,674	146,085
Special item										
Transfers			(170,891)				(45,614)	14,868	66,827	85,800
Increase (decrease) in net position										
	<u>\$ (58,250)</u>	<u>\$ 192,487</u>	<u>\$ 179,744</u>	<u>\$ 90,417</u>	<u>\$ 359,366</u>	<u>\$ 407,623</u>	<u>\$ 630,535</u>	<u>\$ 746,372</u>	<u>\$ 527,501</u>	<u>\$ 231,885</u>

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 3

	Change in Net Position Business-Type Functions									
	<u>FYE 2020</u>	<u>FYE 2019</u>	<u>FYE 2018</u>	<u>FYE 2017</u>	<u>FYE 2016</u>	<u>FYE 2015</u>	<u>FYE 2014</u>	<u>FYE 2013</u>	<u>FYE 2012</u>	<u>FYE 2011</u>
<b>Revenues</b>										
Program revenues:										
Charges for services:										
Water	\$ 325,553	\$ 346,654	\$ 333,751	\$ 351,697	\$ 450,882	\$ 320,392	\$ 346,006	\$ 281,712	\$ 270,153	\$ 348,989
Capital grants and contributions										281,797
General revenues:										
Investment earnings	251	321	284	244	152	75	102	231	1,324	1,081
Miscellaneous			3,602							
Total revenues	<u>325,804</u>	<u>346,975</u>	<u>337,637</u>	<u>351,941</u>	<u>451,034</u>	<u>320,467</u>	<u>346,108</u>	<u>281,943</u>	<u>271,477</u>	<u>631,867</u>
<b>Expenses</b>										
Water	<u>336,603</u>	<u>313,067</u>	<u>271,947</u>	<u>272,343</u>	<u>251,345</u>	<u>382,375</u>	<u>335,697</u>	<u>171,006</u>	<u>223,169</u>	<u>151,828</u>
Total expenses	<u>336,603</u>	<u>313,067</u>	<u>271,947</u>	<u>272,343</u>	<u>251,345</u>	<u>382,375</u>	<u>335,697</u>	<u>171,006</u>	<u>223,169</u>	<u>151,828</u>
Increase (decrease) in net position before transfers	(10,799)	33,908	65,690	79,598	199,689	(61,908)	10,411	110,937	48,308	480,039
Transfers					3,075		45,614	(14,868)	(66,827)	(85,800)
Increase (decrease) in net position	<u>\$ (10,799)</u>	<u>\$ 33,908</u>	<u>\$ 65,690</u>	<u>\$ 79,598</u>	<u>\$ 202,764</u>	<u>\$ (61,908)</u>	<u>\$ 56,025</u>	<u>\$ 96,069</u>	<u>\$ (18,519)</u>	<u>\$ 394,239</u>

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 4

Change in Net Position  
Total Primary Government

	<u>FYE 2020</u>	<u>FYE 2019</u>	<u>FYE 2018</u>	<u>FYE 2017</u>	<u>FYE 2016</u>	<u>FYE 2015</u>	<u>FYE 2014</u>	<u>FYE 2013</u>	<u>FYE 2012</u>	<u>FYE 2011</u>
<b>Revenues</b>										
Program revenues:										
Charges for services:										
General government	\$ 92,100	\$ 99,068	\$ 88,002	\$ 89,095	\$ 86,153	\$ 79,484	\$ 102,254	\$ 94,897	\$	\$
Public safety	4,218	3,408	1,673	3,371	3,371	3,090	3,846	3,396	39,701	47,610
Environmental protection	10,491	7,516	5,109	6,521	14,472	447	388	325	494	473
Water	<u>325,553</u>	<u>346,654</u>	<u>333,751</u>	<u>351,697</u>	<u>450,882</u>	<u>320,392</u>	<u>346,006</u>	<u>281,712</u>	<u>270,153</u>	<u>348,989</u>
Charges for services	432,362	456,646	428,535	450,684	554,878	403,413	452,494	380,330	310,348	397,072
Operating grants and contributions	48,479	262,302	152,413	147,450	164,985	135,379	108,380	105,034	134,045	132,343
Capital grants and contributions	2,600	79,504	2,787	3,694	155,346	36,977	360,088	584,932	385,151	287,347
General revenues:										
Taxes:										
Property taxes	1,015,155	1,008,941	1,000,700	974,695	962,972	968,042	970,716	892,839	886,345	873,863
Sales taxes	412,785									
Other taxes and licenses	95,091	414,136	406,038	402,651	390,699	356,952	332,403	313,951	307,211	280,616
Gain on sale of assets	33,417									
Investment earnings	1,833	4,584	4,679	3,887	1,861	1,148	1,731	2,081	7,239	9,002
Miscellaneous	<u>54</u>	<u>2,212</u>	<u>9,055</u>	<u>6,115</u>	<u>2,116</u>	<u>10,362</u>	<u>194</u>	<u>20</u>	<u>15,931</u>	<u>1,134</u>
Total revenues	<u>2,041,776</u>	<u>2,228,325</u>	<u>2,004,207</u>	<u>1,989,176</u>	<u>2,232,857</u>	<u>1,912,273</u>	<u>2,226,006</u>	<u>2,279,187</u>	<u>2,046,270</u>	<u>1,981,377</u>
<b>Expenses</b>										
General government	563,874	552,607	337,182	604,294	479,543	551,016	347,272	403,785	411,493	348,601
Public safety	491,583	440,675	358,436	439,093	450,926	415,119	418,288	417,698	450,064	418,103
Transportation	511,804	549,008	473,469	380,618	362,962	107,255	214,513	137,836	338,622	317,661
Environmental protection	129,150	126,867	117,305	96,173	12,343	1,587	162,683	203,889	17,779	27,743
Cultural and recreation	43,774	17,685	26,265	20,419	116,083	109,206	60,993	102,532	96,161	90,850
Interest on long-term debt	34,037	2,021	3,278	6,221	600					467
Water	<u>336,603</u>	<u>313,067</u>	<u>271,947</u>	<u>272,343</u>	<u>251,345</u>	<u>382,375</u>	<u>335,697</u>	<u>171,006</u>	<u>223,169</u>	<u>151,828</u>
Total expenses	<u>2,110,825</u>	<u>2,001,930</u>	<u>1,587,882</u>	<u>1,819,161</u>	<u>1,673,802</u>	<u>1,566,558</u>	<u>1,539,446</u>	<u>1,436,746</u>	<u>1,537,288</u>	<u>1,355,253</u>
Increase (decrease) in net position before transfers and special items	(69,049)	226,395	416,325	170,015	559,055	345,715	686,560	842,441	508,982	626,124
Special item			(170,891)							
Transfers					3,075					
Increase (decrease) in net position	<u>\$ (69,049)</u>	<u>\$ 226,395</u>	<u>\$ 245,434</u>	<u>\$ 170,015</u>	<u>\$ 562,130</u>	<u>\$ 345,715</u>	<u>\$ 686,560</u>	<u>\$ 842,441</u>	<u>\$ 508,982</u>	<u>\$ 626,124</u>

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 5

Fund Balances / Net Position  
All Funds

	<u>FYE 2020</u>	<u>FYE 2019</u>	<u>FYE 2018</u>	<u>FYE 2017</u>	<u>FYE 2016</u>	<u>FYE 2015</u>	<u>FYE 2014</u>	<u>FYE 2013</u>	<u>FYE 2012</u>	<u>FYE 2011</u>
<b>Governmental Activities</b>										
Nonspendable	\$	\$ 7,098	\$ 2,688	\$ 10,767	\$ 15,394	\$ 9,986	\$ 4,872	\$	\$	\$ 9,300
Restricted	212,689	1,400,012	390,961	330,586	294,400	267,742	255,216	249,671	269,501	283,792
Committed	83,400	299,712	389,655	34,983	34,932	34,710	30,193	26,854	52,675	24,005
Assigned	135,308		32,876	182,297	177,192	382,322	419,290	54,177	53,923	683,744
Unassigned	<u>327,068</u>	<u>1,319,196</u>	<u>1,292,561</u>	<u>1,364,487</u>	<u>1,309,516</u>	<u>762,256</u>	<u>697,978</u>	<u>1,115,891</u>	<u>1,222,858</u>	<u>810,104</u>
Total governmental funds fund balances	758,465	3,026,018	2,108,741	1,923,120	1,831,434	1,457,016	1,407,549	1,446,593	1,598,957	1,810,945
Reconcile to net position	<u>4,954,378</u>	<u>2,668,895</u>	<u>3,504,494</u>	<u>3,510,371</u>	<u>3,437,761</u>	<u>3,452,813</u>	<u>3,258,293</u>	<u>2,588,714</u>	<u>1,689,978</u>	<u>950,489</u>
Governmental net position	<u>\$ 5,712,843</u>	<u>\$ 5,694,913</u>	<u>\$ 5,613,235</u>	<u>\$ 5,433,491</u>	<u>\$ 5,269,195</u>	<u>\$ 4,909,829</u>	<u>\$ 4,665,842</u>	<u>\$ 4,035,307</u>	<u>\$ 3,288,935</u>	<u>\$ 2,761,434</u>
<b>Business-Type Activities</b>										
Unrestricted	<u>\$ 802,964</u>	<u>\$ 825,684</u>	<u>\$ 881,868</u>	<u>\$ 822,641</u>	<u>\$ 754,721</u>	<u>\$ 391,634</u>	<u>\$ 597,996</u>	<u>\$ 595,469</u>	<u>\$ 522,985</u>	<u>\$ 583,502</u>
Total water fund balance	802,964	825,684	881,868	822,641	754,721	391,634	597,996	595,469	522,985	583,502
Net investment in capital assets	<u>1,082,388</u>	<u>1,070,467</u>	<u>1,038,682</u>	<u>1,032,219</u>	<u>1,020,541</u>	<u>1,180,864</u>	<u>1,036,410</u>	<u>982,912</u>	<u>959,327</u>	<u>1,089,073</u>
Business-type net position	<u>\$ 1,885,352</u>	<u>\$ 1,896,151</u>	<u>\$ 1,920,550</u>	<u>\$ 1,854,860</u>	<u>\$ 1,775,262</u>	<u>\$ 1,572,498</u>	<u>\$ 1,634,406</u>	<u>\$ 1,578,381</u>	<u>\$ 1,482,312</u>	<u>\$ 1,672,575</u>

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 6

Changes in Fund Balance  
General Fund

	<u>FYE 2020</u>	<u>FYE 2019</u>	<u>FYE 2018</u>	<u>FYE 2017</u>	<u>FYE 2016</u>	<u>FYE 2015</u>	<u>FYE 2014</u>	<u>FYE 2013</u>	<u>FYE 2012</u>	<u>FYE 2011</u>
<b>Revenues</b>										
Ad valorem taxes	\$ 1,013,719	\$ 1,008,840	\$ 1,000,700	\$ 974,703	\$ 966,124	\$ 968,685	\$ 973,858	\$ 895,333	\$ 879,659	\$ 873,310
Other taxes and licenses	412,785	414,136	406,038	402,651	390,699	356,952	332,403	313,951	307,211	280,616
Unrestricted intergovernmental revenues	95,091	99,793	93,385	94,995	98,336	86,869	59,392	41,756	55,856	56,934
Restricted intergovernmental revenues	42,053	41,699	46,875	47,438	205,259	76,307	300,024	97,902	49,160	37,609
Permits and fees	106,809	99,068	88,002	89,095	86,153	79,467	102,255	94,898	36,003	35,626
Sales and services		127,908	18,935	14,909	29,879	12,158	13,784	28,129	43,518	50,257
Investment earnings	1,550	4,257	4,395	3,643	1,709	1,073	1,629	1,850	5,915	7,921
Miscellaneous	2,700	5,141	8,240	9,809	6,816	10,939	1,396	2,020	21,772	7,592
<b>Total revenues</b>	<u>1,674,707</u>	<u>1,800,842</u>	<u>1,666,570</u>	<u>1,637,243</u>	<u>1,784,975</u>	<u>1,592,450</u>	<u>1,784,741</u>	<u>1,475,839</u>	<u>1,399,094</u>	<u>1,349,865</u>
<b>Expenditures</b>										
General government	553,453	451,845	363,348	409,101	479,832	560,520	652,473	393,828	391,258	343,836
Public safety	454,198	428,067	397,494	449,767	434,507	432,969	390,135	468,435	424,235	391,460
Transportation	774,971	658,186	389,954	486,518	576,811	452,875	478,599	477,526	750,075	603,850
Environmental protection	112,602	109,040	104,362	158,977	103,308	96,431	95,994	101,260	96,161	90,044
Cultural and recreation	31,701	2,633	13,490	7,644	10,945	188	160,970	202,022	16,177	12,910
Debt service:										
Principal	16,200	23,061	29,677	29,308	6,429					15,156
Interest	2,437	517	3,505	4,242	600					466
<b>Total expenditures</b>	<u>1,945,562</u>	<u>1,673,349</u>	<u>1,301,830</u>	<u>1,545,557</u>	<u>1,612,432</u>	<u>1,542,983</u>	<u>1,778,171</u>	<u>1,643,071</u>	<u>1,677,906</u>	<u>1,457,722</u>
<b>Other financing sources</b>										
Transfers from Water Fund								66,000	82,100	85,800
Transfers to Water Fund							(45,614)	(51,132)	(15,273)	
Transfers to Capital Funds	(970,887)	(138,038)	(525,000)							
Sale of capital assets	145,917									
Debt/installment purchase obligations issued					201,875					
<b>Total other financing sources (uses)</b>	<u>(824,970)</u>	<u>(138,038)</u>	<u>(525,000)</u>		<u>201,875</u>		<u>(45,614)</u>	<u>14,868</u>	<u>66,827</u>	<u>85,800</u>
<b>Net change in fund balance</b>	<u>(1,095,825)</u>	<u>(10,545)</u>	<u>(160,260)</u>	<u>91,686</u>	<u>374,418</u>	<u>49,467</u>	<u>(39,044)</u>	<u>(152,364)</u>	<u>(211,985)</u>	<u>(22,057)</u>
Prior period adjustment	38,690								(3)	
Fund balance, beginning	<u>1,791,005</u>	<u>1,762,860</u>	<u>1,923,120</u>	<u>1,831,434</u>	<u>1,457,016</u>	<u>1,407,549</u>	<u>1,446,593</u>	<u>1,598,957</u>	<u>1,810,945</u>	<u>1,833,002</u>
Fund balance, ending	<u>\$ 695,180</u>	<u>\$ 1,752,315</u>	<u>\$ 1,762,860</u>	<u>\$ 1,923,120</u>	<u>\$ 1,831,434</u>	<u>\$ 1,457,016</u>	<u>\$ 1,407,549</u>	<u>\$ 1,446,593</u>	<u>\$ 1,598,957</u>	<u>\$ 1,810,945</u>

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 7

General Governmental Expenditure by Function  
(GAAP basis, Table 2)

<u>Fiscal Year Ended June 30</u>	<u>General Government</u>	<u>Public Safety</u>	<u>Transportation</u>	<u>Environmental Protection</u>	<u>Cultural and Recreation</u>	<u>Interest on Long-term Debt</u>	<u>Total</u>
2020	\$ 563,874	\$ 491,583	\$ 511,804	\$ 129,150	\$ 43,774	\$ 34,037	\$ 1,774,222
2019	552,607	440,675	549,008	126,867	17,685	2,021	1,688,863
2018	337,182	358,436	473,469	117,305	26,265	3,278	1,315,935
2017	604,294	439,093	380,618	96,173	20,419	6,221	1,546,818
2016	479,543	450,926	362,962	12,343	116,083	600	1,422,457
2015	551,016	415,119	107,255	1,587	109,206		1,184,183
2014	347,272	418,288	214,513	162,683	60,993		1,203,749
2013	403,785	417,698	137,836	203,889	102,532		1,265,740
2012	411,493	450,064	338,622	17,779	96,161		1,314,119
2011	348,601	418,103	317,661	27,743	90,850	467	1,203,425

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 8

General Governmental Revenue by Source  
(GAAP basis, Table 2)

<u>Fiscal Year Ended June 30</u>	<u>Ad Valorem Taxes</u>	<u>Other Taxes and Licenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Investment Earnings</u>	<u>Miscellaneous</u>	<u>Total</u>
2020	\$ 1,015,155	\$ 507,879	\$ 106,809	\$ 48,479	\$ 2,600	\$ 1,582	\$ 33,471	\$ 1,715,975
2019	1,008,941	414,136	109,992	262,302	79,504	4,263	2,212	1,881,350
2018	1,000,700	406,038	94,784	152,413	2,787	4,395	5,453	1,666,570
2017	974,695	402,651	98,987	147,450	3,694	3,643	6,115	1,637,235
2016	962,972	390,699	103,996	164,985	155,346	1,709	2,116	1,781,823
2015	968,042	356,952	83,021	135,379	36,977	1,073	10,362	1,591,806
2014	970,716	332,403	106,488	108,380	360,088	1,629	194	1,879,898
2013	892,839	313,951	98,618	105,034	584,932	1,850	20	1,997,244
2012	886,345	307,211	40,195	134,045	385,151	5,915	15,931	1,774,793
2011	873,863	280,616	48,083	132,343	5,550	7,921	1,134	1,349,510

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 9

Property Tax Levies and Collections  
General Fund

<u>Fiscal Year Ended June 30</u>	<u>Total Tax Levy</u>	<u>Current Tax Collections</u>	<u>Percent of Levy Collected</u>	<u>Delinquent Collections, Credits and Write-offs</u>	<u>Total Tax Collections</u>	<u>Ratio of Total Tax Collections to Tax Levy</u>	<u>Total Direct Tax Rate</u>
2020	\$ 1,014,714	\$ 1,013,278	99.86%	\$	\$ 1,013,278	99.86%	0.41
2019	1,037,530	1,037,428	99.99%	1	1,037,429	100.00%	0.41
2018	1,036,520	1,036,520	100.00%		1,036,520	100.00%	0.41
2017	1,007,190	1,007,190	100.00%		1,007,190	100.00%	0.41
2016	961,948	961,941	100.00%	3,159	965,100	100.33%	0.41
2015	963,203	961,143	99.79%	2,703	963,846	100.07%	0.41
2014	972,675	969,735	99.70%	6,083	975,818	100.32%	0.41
2013	905,262	898,808	99.29%	2,262	901,070	99.54%	0.37
2012	905,282	896,135	98.99%	2,461	898,596	99.26%	0.37
2011	875,507	874,635	99.90%	319	874,954	99.94%	0.37

Note: Ratio of Total Collections to Levy sometimes exceeds 100% due to receipt of delinquent prior year taxes.

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 10

Assessed Value of Taxable Property

<u>Fiscal Year Ended June 30</u>	<u>TR-2 Calendar Tax Year</u>	<u>Real Property</u>	<u>Personal Property</u>	<u>Public Service Company Property</u>	<u>Total Assessed Value</u>
2020	2019	\$ 245,114,091	\$ 593,736	\$ 1,682,253	\$ 247,390,080
2019	2018	251,082,413	700,741	1,272,944	253,056,098
2018	2017	250,837,992	700,059	1,271,705	252,809,756
2017	2016	243,527,907	815,827	1,312,364	245,656,098
2016	2015	232,735,307	877,970	1,008,186	234,621,463
2015	2014	230,269,600	1,289,222	939,831	232,498,653
2014	2013	230,421,550	1,082,225	932,493	232,436,268
2013	2012	236,135,700	898,184	955,716	237,989,600
2012	2011	233,103,700	689,425	982,902	234,776,027
2011	2010	231,794,950	621,110	1,009,996	233,426,056

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 11

Property Tax Rates - Town of Montreat and Overlapping Jurisdictions  
(Per \$100.00 of Assessed Value)

<u>Fiscal Year Ended June 30</u>	<u>Town of Montreat</u>	<u>East Buncombe Fire District</u>	<u>Buncombe County</u>	<u>Total Tax Rate</u>
2020	0.4100	0.1200	0.5290	1.0590
2019	0.4100	0.1200	0.5290	1.0590
2018	0.4100	0.1200	0.5290	1.0590
2017	0.4100	0.0990	0.6040	1.1130
2016	0.4100	0.0990	0.6040	1.1130
2015	0.4100	0.0990	0.6040	1.1130
2014	0.4100	0.0990	0.6040	1.1130
2013	0.3700	0.0900	0.5250	0.9850
2012	0.3700	0.0900	0.5250	0.9850
2011	0.3700	0.0900	0.5250	0.9850

Source: Buncombe County Tax Department

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 12

Ratio of Net General Obligation Bonded Debt to Assessed Value and  
Net General Obligation Bonded Debt per Capita

<u>Fiscal Year Ended June 30</u>	<u>Assessed Value</u>	<u>General Obligation Bonded Debt</u>	<u>Ratio of Net General Obligation Bonded Debt to Assessed Value</u>	<u>Population</u>	<u>Net General Obligation Bonded Debt per Capita</u>
2020	\$ 247,390,080	\$ -	0.00%	870	0.00%
2019	253,056,098	-	0.00%	903	0.00%
2018	252,809,756	-	0.00%	868	0.00%
2017	245,656,098	-	0.00%	798	0.00%
2016	234,621,463	-	0.00%	792	0.00%
2015	232,498,653	-	0.00%	728	0.00%
2014	232,436,268	-	0.00%	704	0.00%
2013	237,989,600	-	0.00%	690	0.00%
2012	234,776,027	-	0.00%	688	0.00%
2011	233,426,056	-	0.00%	723	0.00%

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 13

Computation of Legal Debt Margin  
June 30, 2020

Assesd value of taxable property	\$ 247,390,080
Multiplied by 8% of assessed value	<u>0.08</u>
Debt limit	19,791,206
Gross debt:	
Bonds payable	34,000
Installment purchases	<u>1,412,658</u>
Gross debt	
Less: Water Fund debts	<u>416,125</u>
Total amount of debt applicable to debt limit	<u>1,030,533</u>
Legal debt margin	<u>\$ 18,760,673</u>

Note: Bonds payable are Water Fund, not general obligation.

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 14

Ratio of Annual Debt Service Expenditures for General Obligation Bonded Debt  
to Total General Governmental Expenditures

Fiscal Year Ended June 30	Principal	Interest	Total Debt Service	Total General Governmental Expenditures	Ratio of Debt Service to Total General Governmental Expenditures
2020	\$ -	\$ -	\$ -	\$ 1,774,222	0.00%
2019	-	-	-	1,688,863	0.00%
2018	-	-	-	1,315,935	0.00%
2017	-	-	-	1,546,818	0.00%
2016	-	-	-	1,422,457	0.00%
2015	-	-	-	1,184,183	0.00%
2014	-	-	-	1,203,749	0.00%
2013	-	-	-	1,265,740	0.00%
2012	-	-	-	1,314,119	0.00%
2011	-	-	-	1,203,425	0.00%

Note: The Town of Montreat has no General Obligation Bonded Debt at present.

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 15

Demographic Statistics

<u>Fiscal Year Ended June 30</u>	<u>Population</u>	<u>Per Capita Income</u>	<u>Median Age</u>	<u>School Enrollment</u>	<u>Unemployment Rate % (June)*</u>
2020	868	N/A	N/A	18	8.0
2019	903	N/A	N/A	18	3.2
2018	868	N/A	N/A	18	3.5
2017	798	N/A	N/A	6	3.9
2016	792	N/A	N/A	6	4.1
2015	728	N/A	N/A	6	5.0
2014	704	N/A	N/A	6	5.3
2013	690	\$ 20,075	24.3	6	6.7
2012	688	N/A	N/A	10	9.4
2011	723	N/A	24.2	N/A	10.6

N/A = Data not available

\* Unemployment rate data is for all of Buncombe County, Montreat-only data is not available.

Source: NC Office of State Budget and Management, State Data Center, Buncombe County Schools, Employment Security Commission.

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 16

Ten Largest Tax Payers  
June 30, 2020

Taxpayer	Classification	Assessed Valuation	Percentage of Total Assessed Valuation
<b>2020</b>			
MOUNTAIN RETREAT ASSOCIATION	Institutional	\$ 2,558,924	1.03%
NEALE, HENRY W & MARGARET C	Residential	1,772,800	0.72%
LEGERTON, CLARENCE W	Residential	1,194,100	0.48%
CLARK, JACQUELINE F	Residential	1,168,200	0.47%
SCHEU, WILLIAM E	Residential	1,068,500	0.43%
BURRISS, FRANCIS M	Residential	1,054,900	0.43%
SHORTIDGE, KENNETH W JR	Residential	1,023,000	0.41%
HANNAH, WALTER W	Residential	979,000	0.40%
MCCASKILL, WM C	Residential	968,400	0.39%
COLLIE, MICHAEL R	Residential	950,900	0.38%
<b>2019</b>			
MOUNTAIN RETREAT ASSOCIATION	Institutional	\$ 2,669,270	1.05%
NEALE, HENRY W & MARGARET C	Residential	1,825,984	0.72%
SCHEU, WILLIAM E	Residential	1,204,791	0.48%
CLARK, JACQUELINE F	Residential	1,203,246	0.48%
SLOOP GROUP, LLC	Residential	1,120,228	0.44%
HANNAH, WALTER W	Residential	1,008,370	0.40%
MCCASKILL, WM C	Residential	1,003,869	0.38%
SHORTIDGE, KENNETH W JR	Residential	952,441	0.34%
TOPPLE, STANLEY C	Residential	871,895	0.32%
BURRISS, FRANCIS M	Residential	816,739	0.32%
<b>2018</b>			
MOUNTAIN RETREAT ASSOCIATION	Institutional	\$ 2,591,524	1.03%
NEALE, HENRY W & MARGARET C	Residential	1,772,800	0.70%
SCHEU, WILLIAM E	Residential	1,169,700	0.46%
CLARK, JACQUELINE F	Residential	1,168,200	0.46%
SLOOP GROUP, LLC	Residential	1,087,600	0.43%
HANNAH, WALTER W	Residential	979,000	0.39%
MCCASKILL, WM C	Residential	974,630	0.39%
SHORTIDGE, KENNETH W JR	Residential	924,700	0.37%
TOPPLE, STANLEY C	Residential	846,500	0.33%
BURRISS, FRANCIS M	Residential	792,950	0.31%

Note: Comparative data from ten years ago is not available.

Source: Buncombe County Tax Department.

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 17

Largest Employers  
June 30, 2020

Montreat is a predominately residential community. There are only two major employers, the Town of Montreat, and a few smaller organizations. The following is the data that is available:

<u>Year</u>	<u>Montreat College</u>	<u>Montreat Conference Center</u>	<u>Town of Montreat</u>	<u>Total</u>
2020	131	50	15	196
2019	129	67	13	209
2018	128	60	13	201
2017	127	60	14	201
2016	125	60	14	199
2015	127	60	13	200
2014	187	60	14	261
2013	194	70	14	278
2012	149	70	14	233
2011	202	70	14	286

Source: Montreat College, Montreat Conference Center.

**TOWN OF MONTREAT, NORTH CAROLINA**

Table 18

Miscellaneous Statistics  
June 30, 2020

Date of establishment	1967
Form of Government	Mayor-Council
Employees:	
Full-time permanent	13
Vacancies	0
Other (police reserve)	9
Area	2.78 sq. miles
<u>Town Facilities and Services:</u>	
Miles of streets	15.6
Number of street lights	0
Police Protection:	
Number of full-time officers	5
Number of reserve officers	11
Inspections:	
Building permits issued	86
Water Service:	
Number of customers	676
Average daily consumption	91,400 gal
Miles of water mains	17
Number of wells	11

Facilities and Services Provided by Other Entities:

Fire Protection:

    Provided by Black Mountain/East Buncombe Fire District

Education:

    Public K-12 school system operated by Buncombe County Schools

Cultural and Recreational:

    All recreational facilities owned and operated by Montreat Conference Center

Sewers:

    Sanitary sewer system operated by the Municipal Sewer District of Buncombe County



## TOWN OF MONTREAT

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P. O. Box 423  
Montreat, NC 28757  
Tel: (828)669-8002 Fax: (828)669-3810  
[www.townofmontreat.org](http://www.townofmontreat.org)

### **OATH OF OFFICE INTERIM TOWN ADMINISTRATOR**

"I, Ben T. Blackburn, Jr. swear (or affirm) that I will support the Constitution of the United States; so help me God. I, further solemnly and sincerely swear (or affirm) that I will be faithful and bear true allegiance to the State of North Carolina, and to the Constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of the said State, not inconsistent with the Constitution of the United States to the best of my knowledge and ability, so help me God. I, Ben T. Blackburn, Jr. further affirm that I will well and truly execute the duties of the office of Interim Town Administrator according to the best of my skill and ability, according to law; so help me, God."

Effective this 10<sup>th</sup> day of February, 2022.

\_\_\_\_\_  
Ben T. Blackburn, Jr.

\_\_\_\_\_  
Angie Murphy, Town Clerk

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

# Angela Murphy

---

**From:** noreply@townofmontreat.org  
**Sent:** Wednesday, January 26, 2022 10:11 AM  
**To:** Info  
**Subject:** New submission from Board Application Form

## Full Legal Name

Jean E David

## Physical Address

149 Mississippi Rd  
Montreat, NC 28757  
United States  
[Map It](#)

## Same as Mailing Address?

No

## Mailing Address

PO Box 506  
Montreat, NC 28757  
United States  
[Map It](#)

## Phone

(828) 333-2297

## Email

[jean.david@me.com](mailto:jean.david@me.com)

## On Which Committee Would You Like to Serve?

Other

## Please Explain Why You Wish to Join This Committee

Planning and Zoning Commission Alternate Position

## Briefly explain what you believe are the three most important issues facing our community at this time and how you believe serving on the selected board/committee can play a role in addressing each issue:

Montreat is a beautiful thriving community that needs the proper structure as we grow into the ever changing future. The ability to change at a healthy pace in line with concerns of the community are essential to Montreat's continued success.

## List any abilities, skills, specialized training or interest you have which are applicable to this board/committee:

I am a REALTOR, NC Licensed General Contractor and owner of Second Home Care home-watch and repair, currently protecting/managing 25 homes, with 14 being in our lovely Montreat.

## Have you ever attended a regularly scheduled meeting of the selected board/committee?

Yes

## How much time are you able to devote to fulfill this obligation?

I am here to help

**TOWN OF MONTREAT  
FISCAL YEAR 2022  
BUDGET AMENDMENT # 5**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2022.

**Department(s):** PUBLIC WORKS AND STREETS

**Purpose:** To move money from the Streets Department to the Public Works to pay for Stormwater Services Contract

**Section 1.** To amend the General Fund as follows:

Line Item	Account Number	Increase Change (DR)	Decrease Change (CR)	Amended Budget
STORMWATER PROGRAM	10-20-5550-370	\$12,500.00		\$15,000.00
CAPITAL OUTLAY	10-20-5600-730		\$12,500.00	\$90,102.00

**Section 2.** I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:

*Darlene Carrasquillo*  
Finance Officer

1-31-2022  
Date

**Section 3.** Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**Recorded and filed:**

\_\_\_\_\_  
Budget Officer/Town Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Date



Contract No. \_\_\_\_\_

AGREEMENT BETWEEN  
**LAND OF SKY REGIONAL COUNCIL**  
and  
**TOWN OF MONTREAT**  
for the provision of  
Technical Service Assistance (Regional Stormwater Services Program)

January 1, 2022 through June 30, 2023

---

This **AGREEMENT**, entered into on the \_\_\_\_\_, by and between the Land of Sky Regional Council of Governments (hereinafter referred to as the "Council") and the Town of Montreat, North Carolina (hereinafter referred to as the "Local Government"); **WITNESSETH THAT:**

**WHEREAS**, the Council is empowered to provide technical assistance by the North Carolina General Statutes and by resolution passed by the Council on April 17, 1972. Technical assistance shall consist of the provisions of services as described in Attachment A, which is herein made part of this Contract;

**WHEREAS**, the Local Government has requested the Council to provide such technical assistance to the Local Government and;

**WHEREAS**, the Council desires to cooperate with the Local Government in every way possible to the end that the proposed activities are carried out in an efficient and professional manner;

**NOW, THEREFORE**, the parties hereto do mutually agree as follows:

1. **Personnel**

That during the period of this Contract, the Council will furnish the necessary trained personnel to the Local Government to perform the tasks outlined in Attachment A Work Program.

2. **Compensation**

That for the purpose of providing funds for carrying out this Contract, the Local Government will pay the Council a fee of \$12,500 (Twelve thousand five hundred dollars).

3. **Termination/Modifications**

The Local Government or Council may terminate the contract by giving a thirty-day written notice to the other entity. Furthermore, if there is a need to amend the proposal outlined in Attachment A, either party may do so with the written consent of the other.

4. **Time of Performance**

The Council shall ensure that all services required herein shall be completed and all required reports, maps, and documents submitted during the period beginning January 1, 2022 and ending June 30, 2023.

5. **Changes**

The Local Government may from time to time request changes in the scope of work or services to be performed by the Council hereunder. Such changes, including any increases or decreases in the Council's compensation, which are mutually agreed upon by and between the Local Government and Council, shall be incorporated as written amendments to the Contract.

6. **Interest of Members, Officers, or Employees of the Council, Members of the Local Government, or Other Public Officials**

No member, officer, or employee of the Council or its agents; no member of the governing body of the locality in which the program is situated; and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his or her tenure or for one year thereafter, shall have any financial interests, either direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members of said members, officers, employees, and officials are similarly barred from having any financial interests in the program. The Council shall incorporate, or cause to be incorporated, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purpose of this section.

7. **Nondiscrimination Clause**

No person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination with any program or activity funded in whole or in part with funds available under the Housing and Development Act of 1974, Section 109.

8. **Age Discrimination Act of 1975, as amended**

No qualified person shall on the basis age be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives benefits from federal financial assistance.

9. **Section 504, Rehabilitation Act of 1973, as amended**

No qualified handicapped person shall, on the basis of handicap be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.

10. **E-Verify Provision**

Pursuant to G.S. 143-48.5 and G.S. 147-33.95(g), the undersigned hereby certifies that the Contractor named below, and the Contractor's subcontractors, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system. E-Verify System Link: [www.uscis.gov](http://www.uscis.gov)

**Town of Montreat**

**Land of Sky Regional Council**

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: Town Administrator

Title: Executive Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_, Finance Officer    Date \_\_\_\_\_

ATTACHMENT A

TOWN OF MONTREAT  
TECHNICAL ASSISTANCE  
Regional Stormwater Services Program

January 1, 2022 - June 30, 2023

WORK PROGRAM / BUDGET

The following work program and budget are presented as descriptive of the work and dollar amounts called for in the agreement concerning planning activities by the Land of Sky Regional Council of Governments for the Town of Montreat.. The product(s) of the activities shall be:

**WORK PROGRAM**

Regional Stormwater Services Program – included services (\$12,500)

The following activities encompass the services included in the Regional Stormwater Services Program.

**Stormwater Management Plan (SWMP) \$10,000**

- Create the town's SWMP using DEQ's required template, which will outline the best management practices that the town will follow to meet MS4 permit requirements over the next 5-year permit cycle.
- Coordinate with DEQ on behalf of the town to get the SWMP approved.

**Annual Program Evaluation \$2,500**

- Review the town's stormwater management activities for fiscal years 2020 and 2021.
- Complete and submit the annual report for 2020 and 2021.