

# **Town of Seabrook Island**

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## **Compiled Financial Statements And Supporting Schedules**

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**For the Month and Three Months Ended  
March 31, 2020**

**DUFFY & BASHA, CPAs  
631 ST. ANDREWS BLVD.  
CHARLESTON SC 29407**

***Accountant's Compilation Report***

Town of Seabrook Island  
Seabrook Island, South Carolina

Management is responsible for the accompanying financial statements of the Town of Seabrook Island, which comprise the balance sheet – modified cash basis as of March 31, 2020, and the related statement of revenue and expenditures – modified cash basis for the month and three months then ended, and the accompanying supporting schedules, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

*Duffy & Basha, LLC*

Duffy & Basha, CPAs  
Charleston, South Carolina  
May 11, 2020

Town of Seabrook Island  
Balance Sheet - Primary Government  
Modified Cash Basis

March 31, 2020

Assets

|                                  |                 |
|----------------------------------|-----------------|
| Current Assets                   |                 |
| Operating Checking Account       | \$ 367,408.82   |
| Municipal Court Checking Account | 16,487.87       |
| Petty Cash                       | 200.00          |
| Prepaid Expenses                 | 1,259.16        |
| Total Current Assets             | 385,355.85      |
| Other Assets                     |                 |
| Investments                      | 4,823,343.95    |
| Total Assets                     | \$ 5,208,699.80 |

Liabilities and Net Assets

|                                      |                 |
|--------------------------------------|-----------------|
| Liabilities                          |                 |
| Current Liabilities                  |                 |
| Accounts Payable                     | \$ 2,741.52     |
| Other Accrued Liabilities            | 6,125.00        |
| Total Liabilities                    | 8,866.52        |
| Net Assets                           |                 |
| Restricted Fund Balances             |                 |
| Accommodations Tax                   | 115,433.26      |
| Charleston County Accommodations Tax | 22,320.73       |
| Alcohol Tax                          | 26,030.00       |
| Total Restricted Fund Balances       | 163,783.99      |
| Designated Fund Balances             |                 |
| Emergency                            | 1,999,800.00    |
| Road & Drainage                      | 498,994.45      |
| Town Facilities                      | 250,000.00      |
| Vehicle Replacement                  | 15,000.00       |
| Total Designated Fund Balances       | 2,763,794.45    |
| General Fund                         | 2,272,254.84    |
| Total Fund Balances                  | 5,199,833.28    |
| Total Liabilities and Net Assets     | \$ 5,208,699.80 |

**Town of Seabrook Island**  
**Statement of Revenues and Expenditures**  
**Modified Cash Basis**

For the Month and Three Months Ended March 31, 2020

|                                  | Current Year      |                   |                     | % of Annual Budget | Prior Year-to-Date |
|----------------------------------|-------------------|-------------------|---------------------|--------------------|--------------------|
|                                  | Current Month     | Year to Date      | Annual Budget       |                    |                    |
| Revenues                         |                   |                   |                     |                    |                    |
| Accommodations Tax - General Use | -                 | -                 | 32,500.00           | -                  | -                  |
| Business Licenses                | 123,166.94        | 196,743.00        | 375,000.00          | 52.5%              | 295,049.38         |
| Business Licenses - MASC         | 7,902.44          | 7,902.44          | 275,000.00          | 2.9%               | 8,913.69           |
| Franchise Fees - BEC             | -                 | -                 | 160,000.00          | -                  | -                  |
| Franchise Fees - ATT U-verse     | -                 | -                 | 5,000.00            | -                  | -                  |
| Franchise Fees - Comcast         | -                 | -                 | 52,000.00           | -                  | -                  |
| Contractual Reimbursements       | -                 | -                 | 30,000.00           | -                  | -                  |
| Court Fines                      | -                 | -                 | 5,000.00            | -                  | 3,147.50           |
| Local Option Sales Tax - County  | 44,902.30         | 44,902.30         | 250,000.00          | 18.0%              | 44,523.31          |
| Aid to Subdivisions - State      | -                 | -                 | 40,600.00           | -                  | -                  |
| Planning & Zoning Fees           | 2,175.00          | 3,675.00          | 30,000.00           | 12.3%              | 9,812.85           |
| Building Permit Fees - County    | 1,745.47          | 2,777.95          | 15,000.00           | 18.5%              | 1,885.48           |
| Interest - Investment Pool       | 6,468.36          | 20,262.42         | 60,000.00           | 33.8%              | 29,300.75          |
| Interest - Checking Account      | -                 | 3.17              | 25.00               | 12.7%              | 4.29               |
| Credit Card Convenience Fees     | -                 | -                 | 750.00              | -                  | -                  |
| Facility Rentals                 | -                 | 50.00             | 200.00              | 25.0%              | -                  |
| Miscellaneous Income             | (56.43)           | 1,018.57          | 200.00              | 509.3%             | 38.87              |
| Sale of Assets                   | -                 | -                 | 225.00              | -                  | 6,101.00           |
| <b>Total Revenues</b>            | <b>186,304.08</b> | <b>277,334.85</b> | <b>1,331,500.00</b> | <b>20.8%</b>       | <b>398,777.12</b>  |

**Town of Seabrook Island**  
**Statement of Revenues and Expenditures**  
**Modified Cash Basis**

For the Month and Three Months Ended March 31, 2020

|  | Current Year         |                   |                     | % of Annual<br>Budget | Prior Year-to-<br>Date |
|--|----------------------|-------------------|---------------------|-----------------------|------------------------|
|  | Current<br>Month     | Year to Date      | Annual Budget       |                       |                        |
| Expenditures                                 |                      |                   |                     |                       |                        |
| Salaries                                     | 28,674.75            | 74,474.25         | 371,254.00          | 20.1%                 | 71,299.39              |
| Employer Social Security and Medicare        | 2,183.30             | 5,666.32          | 28,548.00           | 19.8%                 | 5,339.29               |
| Health and Dental Insurance                  | 1,561.20             | 4,683.60          | 27,734.00           | 16.9%                 | 4,768.02               |
| Retirement                                   | 3,081.59             | 7,207.66          | 55,335.00           | 13.0%                 | 8,104.61               |
| Pre-Employment Expenses                      | -                    | -                 | 2,000.00            | -                     | -                      |
| Insurance - Tort Liability                   | -                    | 9,234.00          | 9,500.00            | 97.2%                 | 7,384.00               |
| Insurance - Fidelity Bond                    | -                    | 697.00            | 750.00              | 92.9%                 | 535.00                 |
| Insurance - Equipment                        | -                    | 12,269.72         | 12,400.00           | 98.9%                 | 9,972.60               |
| Insurance - Worker's Compensation            | -                    | -                 | 3,000.00            | -                     | -                      |
| Insurance - Auto Liability                   | -                    | 2,087.13          | 3,900.00            | 53.5%                 | 1,446.67               |
| Professional Services - Audit                | -                    | -                 | 20,000.00           | -                     | -                      |
| Professional Services - Accounting           | 162.87               | 1,570.12          | 14,000.00           | 11.2%                 | 1,534.82               |
| Professional Services - Engineering          | 2,269.06             | 4,740.31          | 55,000.00           | 8.6%                  | 5,831.80               |
| Professional Services - Legal                | 610.50               | 610.50            | 45,000.00           | 1.4%                  | 11,721.75              |
| Professional Services - Other                | 3,517.92             | 7,795.62          | 50,000.00           | 15.6%                 | -                      |
| Roadway Maintenance                          | -                    | -                 | 30,000.00           | -                     | 1,785.00               |
| Equipment Maintenance                        | 12,013.97            | 12,013.97         | 58,500.00           | 20.5%                 | 110.00                 |
| Beach Maintenance                            | 1,461.59             | 3,612.87          | 8,900.00            | 40.6%                 | -                      |
| Vehicle Maintenance                          | -                    | -                 | 1,000.00            | -                     | -                      |
| Travel and Training                          | 150.00               | 150.00            | 11,500.00           | 1.3%                  | 611.02                 |
| Community Promotions                         | -                    | -                 | 5,000.00            | -                     | -                      |
| Office Supplies                              | 449.03               | 1,229.57          | 9,800.00            | 12.5%                 | 662.85                 |
| Postage                                      | 326.95               | 628.45            | 6,000.00            | 10.5%                 | 1,207.30               |
| Planning and Zoning                          | 52.00                | 52.00             | 1,000.00            | 5.2%                  | 12.00                  |
| Printing                                     | 461.63               | 725.35            | 6,000.00            | 12.1%                 | 381.92                 |
| Utilities                                    | 1,710.54             | 2,595.88          | 30,000.00           | 8.7%                  | 3,532.67               |
| Uniforms                                     | -                    | -                 | 1,750.00            | -                     | -                      |
| Capital Expenditures                         | -                    | -                 | 100,000.00          | -                     | -                      |
| Furniture and Equipment                      | -                    | 1,699.00          | 11,500.00           | 14.8%                 | 2,043.99               |
| Telecommunication                            | 831.63               | 2,502.43          | 14,500.00           | 17.3%                 | 2,394.97               |
| Emergency Telecommunication                  | 138.88               | 1,759.76          | 10,710.00           | 16.4%                 | 1,757.04               |
| Council/Committee Expenditure                | 26.64                | 201.86            | 1,500.00            | 13.5%                 | 135.00                 |
| Memberships, Dues and Subscriptions          | 120.00               | 11,919.52         | 19,900.00           | 59.9%                 | 11,045.71              |
| Website                                      | -                    | 144.00            | 550.00              | 26.2%                 | -                      |
| Equipment Rentals                            | 807.54               | 1,420.59          | 6,000.00            | 23.7%                 | 1,075.13               |
| Advertising                                  | 858.80               | 2,554.31          | 14,000.00           | 18.2%                 | 2,498.82               |
| Contingency                                  | -                    | -                 | 40,069.00           | -                     | -                      |
| Bank Charges                                 | 153.00               | 198.00            | 1,950.00            | 10.2%                 | 247.00                 |
| Contracted Services - Beach Patrol           | -                    | -                 | 35,000.00           | -                     | (550.00)               |
| Contracted Services - IT                     | 2,385.71             | 4,771.42          | 40,500.00           | 11.8%                 | 7,034.04               |
| Contracted Services - Landscaping            | 4,706.00             | 14,293.00         | 145,000.00          | 9.9%                  | 46,428.00              |
| Contracted Services - Other                  | 2,948.14             | 6,390.95          | 27,450.00           | 23.3%                 | 6,716.29               |
| Election Expense                             | -                    | -                 | -                   | -                     | -                      |
| Court Expenditures                           | 350.00               | 1,050.00          | 8,500.00            | 12.4%                 | 1,315.00               |
| Emergency Preparedness                       | 65.39                | 4,294.78          | 37,000.00           | 11.6%                 | 4,749.98               |
| Special Projects - Roadway                   | -                    | -                 | -                   | -                     | 152,109.88             |
| Special Events                               | -                    | -                 | 9,500.00            | -                     | -                      |
| <b>Total Expenditures</b>                    | <b>72,078.63</b>     | <b>205,243.94</b> | <b>1,391,500.00</b> | <b>14.7%</b>          | <b>375,241.56</b>      |
| Excess of Revenues Over (Under) Expenditures | <b>\$ 114,225.45</b> | <b>72,090.91</b>  | <b>(60,000.00)</b>  | <b>-</b>              | <b>23,535.56</b>       |

**Town of Seabrook Island**  
**Statement of Revenues and Expenditures**  
**Modified Cash Basis**

For the Month and Three Months Ended March 31, 2020

|  | Current Year        |                  |                   | % of Annual Budget | Prior Year-to-Date |
|--|---------------------|------------------|-------------------|--------------------|--------------------|
|  | Current Month       | Year to Date     | Annual Budget     |                    |                    |
| <b>Receipts to Be Used toward Restricted Fund Balances</b> |                     |                  |                   |                    |                    |
| State Accomodations Tax                                    |                     |                  |                   |                    |                    |
| Advertising & Promotion                                    | \$ -                | -                | 45,000.00         | -                  | -                  |
| Tourism  | -                   | -                | 97,500.00         | -                  | -                  |
| Interest Income  | 2.25                | 2.25             | 900.00            | 0.3%               | -                  |
| Use of Fund Balance  | -                   | -                | -                 |                    | -                  |
| Total State Accomodation Tax                               | <u>2.25</u>         | <u>2.25</u>      | <u>143,400.00</u> |                    | <u>-</u>           |
| County Accomodations Tax - Charleston                      |                     |                  |                   |                    |                    |
| Receipts   | -                   | -                | 50,000.00         | -                  | -                  |
| Interest Income  | -                   | -                | 130.00            | -                  | -                  |
| Use of Fund Balance  | -                   | -                | -                 | -                  | -                  |
| Total County Accomodations Tax - Charleston                | <u>-</u>            | <u>-</u>         | <u>50,130.00</u>  |                    | <u>-</u>           |
| Alcohol Tax  |                     |                  |                   |                    |                    |
| Receipts   | -                   | -                | 5,000.00          | -                  | -                  |
| Interest Income  | -                   | -                | 150.00            | -                  | -                  |
| Use of Fund Balance  | -                   | -                | -                 | -                  | -                  |
| Total Alcohol Tax  | <u>-</u>            | <u>-</u>         | <u>5,150.00</u>   |                    | <u>-</u>           |
| Total Restricted Fund Receipts                             | <u>\$ 2.25</u>      | <u>2.25</u>      | <u>198,680.00</u> | <u>0.0%</u>        | <u>-</u>           |
| <b>Expenditures Used toward Restricted Fund Balances</b>   |                     |                  |                   |                    |                    |
| State Accomodations Tax - Advertising and Promotion        | -                   | -                | 45,000.00         | -                  | -                  |
| State Accomodations Tax - Tourism                          | 9,800.00            | 18,050.00        | 127,500.00        | 14.2%              | 8,250.00           |
| County A-Tax Expenditure                                   | -                   | -                | 60,000.00         | -                  | -                  |
| Alcohol Tax Expense  | -                   | -                | 10,000.00         | -                  | -                  |
| Capital Expenditures - Road and Drainage                   | 1,005.55            | 1,005.55         | 200,000.00        | 0.5%               | -                  |
| Capital Expenditures - Town Facilities                     | -                   | -                | 250,000.00        | -                  | -                  |
| Total Used toward Restricted Funds                         | <u>\$ 10,805.55</u> | <u>19,055.55</u> | <u>692,500.00</u> | <u>2.8%</u>        | <u>8,250.00</u>    |

## **Supporting Schedules**

**TOWN OF SEABROOK ISLAND  
 ACCOMODATIONS TAX  
 FYE 12/31/2020**

| <b>DATE</b>                                 | <b>DUE FROM STATE</b> | <b>GENERAL 5%</b> | <b>ADVERT 30%</b> | <b>TOURISM 65%</b> | <b>TOTAL</b> |
|---|-----------------------|-------------------|-------------------|--------------------|--------------|
| TOTALS 12/31/2019                           | 31,232.16             | -                 | -                 | 133,483.26         | 133,483.26   |
| AUDITORS' ADJUSTMENT                        |                       |                   |                   | -                  | -            |
| ADJUSTED BEGINNING BALANCE                  | 31,232.16             | -                 | -                 | 133,483.26         | 133,483.26   |
| Jan-20 No Activity                          |                       | -                 | -                 | -                  | -            |
| TOTALS 1/31/2020                            | 31,232.16             | -                 | -                 | 133,483.26         | 133,483.26   |
| Feb-20 Received from State                  | (6,082.46)            | -                 | -                 | -                  | -            |
| Received from State                         | (6,732.13)            |                   |                   |                    | -            |
| CK# 6496 East Coast Pyrotechnics            |                       |                   |                   | (8,250.00)         | (8,250.00)   |
| CK# 6516 Chas Area Convention Center        |                       |                   | (1,824.74)        |                    | (1,824.74)   |
| CK# 6533 Chas Area Convention Center        |                       |                   | (2,019.64)        |                    | (2,019.64)   |
| Less December 2019 Accruals                 |                       |                   | 3,844.38          |                    | 3,844.38     |
| TOTALS 2/29/2020                            | 18,417.57             | -                 | -                 | 125,233.26         | 125,233.26   |
| Mar-20 CK# 6554 Chas Area Convention Center |                       |                   |                   | (9,800.00)         | (9,800.00)   |
| TOTALS 3/01/2020                            | 18,417.57             | -                 | -                 | 115,433.26         | 115,433.26   |



**TOWN OF SEABROOK ISLAND  
 CHARLESTON COUNTY ACCOMODATIONS TAX  
 FYE 12/31/2020**

| DATE   |                            | DUE FROM COUNTY | REVENUES | EXPENDITURES | TOTAL     |
|--------|----------------------------|-----------------|----------|--------------|-----------|
|        | TOTALS 12/31/2019          |                 | -        | -            | 22,320.73 |
|        | ADJUSTMENT TO ESTIMATE     |                 | -        |              | -         |
|        | ADJUSTED BEGINNING BALANCE | -               | -        | -            | 22,320.73 |
| Jan-20 | No Activity                | -               | -        | -            | -         |
|        | TOTALS 1/31/2020           | -               | -        | -            | 22,320.73 |
| Feb-20 | No Activity                | -               | -        | -            | -         |
|        | TOTALS 2/29/2020           | -               | -        | -            | 22,320.73 |
| Mar-20 | No Activity                | -               | -        | -            | -         |
|        | TOTALS 3/31/2020           | -               | -        | -            | 22,320.73 |

**TOWN OF SEABROOK ISLAND  
 MISCELLANEOUS RESTRICTED FUNDS  
 FYE 12/31/2020**

| DATE                       | Alcohol Tax      |
|----------------------------|------------------|
| TOTALS 12/31/2019          | 26,030.00        |
| AUDITORS' ADJUSTMENT       | -                |
| ADJUSTED BEGINNING BALANCE | <u>26,030.00</u> |
| Jan-20 No Activity         |                  |
| TOTALS 1/31/2020           | <u>26,030.00</u> |
| Feb-20 No Activity         |                  |
| TOTALS 2/29/2020           | <u>26,030.00</u> |
| Mar-20 No Activity         |                  |
| TOTALS 3/31/2020           | <u>26,030.00</u> |

**TOWN OF SEABROOK ISLAND  
MISCELLANEOUS DESIGNATED FUNDS  
FYE 12/31/2020**

| DATE                                 | Emergency    | Road and Drainage | Town Facilities | Vehicle Replacement Fund |
|--------------------------------------|--------------|-------------------|-----------------|--------------------------|
| TOTALS 12/31/2019                    | -            | -                 | -               | -                        |
| AUDITORS' ADJUSTMENT                 | -            | -                 | -               | -                        |
| ADJUSTED BEGINNING BALANCE           | -            | -                 | -               | -                        |
| Jan-20 Per Town Council              | 2,000,000.00 | 500,000.00        | 250,000.00      | 15,000.00                |
| TOTALS 1/31/2020                     | 2,000,000.00 | 500,000.00        | 250,000.00      | 15,000.00                |
| Feb-20 No Activity                   | -            | -                 | -               | -                        |
| TOTALS 2/29/2020                     | 2,000,000.00 | 500,000.00        | 250,000.00      | 15,000.00                |
| Feb-20 CK# 6552 Sunburst Landscaping | -            | (1,005.55)        | -               | -                        |
| CK# 6573 Johnnie H Allbritton        | (50.00)      |                   |                 |                          |
| CK# 6575 Lynda Stearns               | (50.00)      |                   |                 |                          |
| CK# 6576 Nichole Nettles             | (50.00)      |                   |                 |                          |
| CK# 6577 Joe Cronin                  | (50.00)      |                   |                 |                          |
| TOTALS 2/29/2020                     | 1,999,800.00 | 498,994.45        | 250,000.00      | 15,000.00                |