

TOWN OF SEABROOK ISLAND  
SOUTH CAROLINA

BASIC FINANCIAL STATEMENTS,  
REQUIRED SUPPLEMENTARY INFORMATION,  
AND INDEPENDENT AUDITORS' REPORT

FOR THE YEAR ENDED DECEMBER 31, 2013

TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
 BASIC FINANCIAL STATEMENTS, REQUIRED SUPPLEMENTARY INFORMATION  
 AND INDEPENDENT AUDITORS' REPORT

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**Governing Body**

Terrence J. Ahearn	-	Mayor
Ronald J. Ciancio	-	Mayor Pro Tem
John W. Gregg	-	Council Member
Donald Romano	-	Council Member
John Turner	-	Council Member

## INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Town Council  
Town of Seabrook Island, South Carolina  
Seabrook Island, South Carolina

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Town of Seabrook Island, South Carolina as of and for the year ended December 31, 2013, 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 presentation of the financial statements.

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

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Town of Seabrook Island, South Carolina, as of December 31, 2013, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

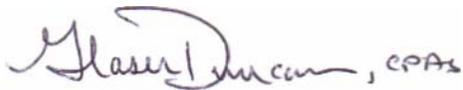
Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3–6 and 28–29 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the

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

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements 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, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

A handwritten signature in blue ink that reads "Glaser Duncan, CPAs". The signature is written in a cursive style.

Mount Pleasant, South Carolina  
May 23, 2014

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2013**

As management of the Town of Seabrook Island, South Carolina, we offer readers of the Town of Seabrook Island (the "Town") financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended December 31, 2013. We encourage readers to consider the information presented in the following pages.

**FINANCIAL HIGHLIGHTS**

- The Town's net assets as of December 31, 2013 increased as a result of this year's operations. The net assets of our governmental activities for the year ended December 31, 2013 increased \$352,133, or approximately 9.6%, from December 31, 2012.
- During the year ended December 31, 2013, the Town had expenses that totaled \$801,155, and revenues were in excess of these expenses by \$352,133 increasing net assets noted above.
- Revenues from the Town's governmental activities increased \$70,705, or approximately 7% for the year ended December 31, 2013. Related expenses for this same period increased \$14,240, or approximately 2%. The increase in revenues is attributable to numerous accounts, including business licenses and state taxes. The increase in expenses is mostly related to an increase in tourism advertising and marketing of the Town.
- The general fund balance at December 31, 2013 totaled \$4,039,273.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

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

**Government-wide financial statements** – The *government-wide financial statements* are designed to provide readers with a broad overview of the Town of Seabrook Island's finances, in a manner similar to private-sector business. They include a statement of net assets and a statement of activities. The *statement of net assets* presents information on all of the Town's assets and liabilities, with the difference between the two reports as *net assets*. Changes in net assets over time may be helpful in indicating an improving or deteriorating financial position.

The *statement of activities* presents information showing how the Town's *net assets* changed during the most recent fiscal year. The statement presents all underlying events, which give rise to change, regardless of the timing of related cash flows. Some included items, such as uncollected accounts receivable, due from other governments and accounts payable, will produce changes in cash in future periods.

Both of the *government-wide financial statements* attempt to distinguish functions of the Town that are principally supported by taxes and inter-governmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The *governmental activities* of the Town include the broad functions of general government including zoning; licenses and permits; judicial; and tourism and recreation. The primary government does not consider itself having any activities that would be considered business-type activities.

The *government-wide financial statements* also include the Seabrook Island Utility Commission as a discretely presented component unit.

**The government-wide financial statements can be found on pages 7 through 9 of the basic financial statements.**

**Fund financial statements** – A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All funds of the Town of Seabrook Island government are considered governmental funds.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2013**

**OVERVIEW OF THE FINANCIAL STATEMENTS – Continued**

**Governmental Funds** – *Governmental funds* essentially account for the same functions as those reported as *governmental activities* under the government-wide statement of net assets and statement of activities. However, unlike the government-wide financial statements, governmental funds focus on events that produce *near-term inflows and outflows of spendable resources*, as well as the *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating the Town's near-term financing requirements and available resources.

Because the focus of the governmental funds is narrower than that of the government-wide financial statement, it is useful to compare information presented for the *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, the reader may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Town has two governmental funds: general fund and special revenue fund. Each fund is presented in a separate column in the *governmental funds balance sheet* and in the *governmental funds statement of revenues, expenditures, and changes in fund balances*.

**The basic fund financial statements can be found on pages 10 through 13 of the basic financial statements.**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. In this case, the Town's assets exceeded liabilities by \$4,039,237 at December 31, 2013.

Of this net asset amount, \$964,937 (24%) reflects the Town's investment in capital assets. The Town is holding \$199,395(5%) as restricted for tourism and related projects. The remaining balance of \$2,875,001 (71%) of unrestricted net assets may be used to meet the Town's ongoing and future obligations to citizens.

	<u>2013</u>	<u>2012</u>
Assets		
Current	\$ 2,941,948	\$ 2,553,878
Other assets	155,562	144,020
Capital assets	<u>964,937</u>	<u>1,011,509</u>
Total assets	<u>\$ 4,062,447</u>	<u>\$ 3,709,407</u>
Liabilities	<u>\$ 23,174</u>	<u>\$ 22,267</u>
Net Assets		
Invested in capital assets, net of related debt	964,937	1,011,509
Restricted for municipal court and tourism programs	183,116	168,475
Restricted for prepaid expenses	16,219	12,682
Unrestricted	<u>2,875,001</u>	<u>2,494,474</u>
Total Net Asset	<u>4,039,273</u>	<u>3,687,140</u>
Total Liabilities and Net Assets	<u>\$ 4,062,447</u>	<u>\$ 3,709,407</u>

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2013**

**GOVERNMENT-WIDE FINANCIAL ANALYSIS – Continued**

The Town's current assets are primarily comprised of cash balances of \$2,543,308 (86%), operating receivables of \$232,421 (8%) and advances due from the Town's Component Unit of \$150,000 (5%).

The Town has current liabilities for at the fiscal year-end in the governmental activities totaling \$23,174. Current liabilities consist of accounts payable and other accrued expenses. The Town had no long-term liabilities at December 31, 2013. The following is a summary of the change in net assets including government type activities.

**Governmental activities** – Governmental activities increased the Town's net assets by \$352,133.

**Changes in Net Assets**

	<b>For years ended December 31,</b>	
	<b><u>2013</u></b>	<b><u>2012</u></b>
Revenue:		
General Revenues:		
Business licenses	\$ 473,381	\$ 453,707
Franchise fee	188,161	176,521
Permits	36,123	47,925
Local option sales tax	226,851	192,635
Interest	5,325	6,913
Accommodations tax	154,114	143,142
Alcohol	11,430	9,000
Municipal court	19,062	15,093
Other state tax	38,721	36,878
Miscellaneous	120	769
Total Revenue	<u>1,153,288</u>	<u>1,082,583</u>
Governmental Activities:		
General government	661,110	692,701
Judicial	15,109	13,388
Tourism and recreation	124,936	80,826
Total Expenses	<u>801,155</u>	<u>786,915</u>
Increase in Net Assets	352,133	295,668
Net Assets, beginning of year	<u>3,687,140</u>	<u>3,391,472</u>
Net Assets, end of year	<u>\$ 4,039,273</u>	<u>\$ 3,687,140</u>

**FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS**

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

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
DECEMBER 31, 2013**

**FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS - CONTINUED**

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

As of December 31, 2013 the Town of Seabrook Island's governmental funds reported combined ending fund balances of \$3,074,336, an increase of \$398,705. Of this balance, -% constitutes unreserved fund balance, which is available for spending at the government's discretion.

The general fund is the primary operating fund of the Town. At the end of 2013, the unreserved fund balance of the general fund was \$2,875,001, while the total fund balance was \$3,074,336. As a measure of a general fund's liquidity, it may be useful to compare both unreserved and total fund balance to total fund expenditures. Unreserved fund balance represents 324.6% of total general fund expenditures, while total fund balance represents 94% of total governmental fund expenditures.

The special revenue fund had a total fund balance of \$183,116. Of this amount, all of the fund balance is restricted to be used to promote tourism within the Town, as well as to support municipal court activities and alcohol education. The funds in the special revenue accounts have very specific guidelines as to use under state law.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The total general and special revenue fund budgeted appropriations stayed the same as originally passed for fiscal year 2013. The governmental funds had net actual results that were positive \$140,758 to budget. The main components of this positive variance \$156,252 growth in revenues to budget and expenses coming in at \$15,494 over budget.

**CAPITAL ASSETS**

The Town of Seabrook Island invested in capital assets during the fiscal year in the amount of \$964,937. Capital assets activity is summarized below for the year ended December 31, 2013.

	<u>Balance 1/1/2013</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance 12/31/2013</u>
Capital assets depreciated:				
Infrastructure	\$ 364,464	\$ -	\$ -	\$ 364,464
Land improvements	728,756	-	-	728,756
Equipment	<u>155,056</u>	<u>2,992</u>	-	<u>158,048</u>
Subtotal	1,248,276	2,992	-	1,251,268
Accumulated depreciation	<u>(236,767)</u>	<u>(49,564)</u>	-	<u>(286,331)</u>
 Total	 <u>\$ 1,011,509</u>	 <u>\$ (46,572)</u>	 <u>\$ -</u>	 <u>\$ 964,937</u>

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGET**

The economy on Seabrook Island continues to remain stable, while forecasts of short-term growth remain conservative. Revenues showed modest growth in 2013, as adjusted for onetime grants, and revenues are anticipated to be stable for the near future. Town expenditures will remain conservative to projected expenditures for future periods.

## **BASIC FINANCIAL STATEMENTS**

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
STATEMENT OF NET ASSETS  
DECEMBER 31, 2013**

	<b>Primary Governmental Governmental Activities</b>	<b>Discretely Presented Component Unit</b>
<b><u>ASSETS</u></b>		
<b>Current Assets</b>		
Cash and cash equivalents, unrestricted	\$ 2,543,308	\$ 2,377,673
Accounts receivable, net	157,160	230,993
Unbilled revenue	-	38,171
Due from county	17,918	-
Due from state	57,343	-
Due from component unit	150,000	-
Prepaid expenses	16,219	7,821
Total current assets	2,941,948	2,654,658
<b>Other Assets</b>		
Cash and cash equivalents, restricted	155,562	370,664
Investments, restricted	-	850,395
Capital assets, net	964,937	14,542,671
Unamortized debt issue costs, net	-	152,100
Total other assets	1,120,499	15,915,830
<b>Total Assets</b>	<b>\$ 4,062,447</b>	<b>\$ 18,570,488</b>

See accompanying notes to the financial statements

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA**  
**STATEMENT OF NET ASSETS - CONTINUED**  
**DECEMBER 31, 2013**

	<b>Primary Government Governmental Activities</b>	<b>Discretely Presented Component Unit</b>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>Current Liabilities - Payable from Current Assets</b>		
Accounts payable	\$ 16,276	\$ 148,990
Accrued expenses	6,898	20,849
Due to Town of Seabrook Island	-	150,000
Total current liabilities	23,174	319,839
<b>Current Liabilities - Payable from Restricted Assets</b>		
Accrued interest	-	111,875
Current maturities of long-term debt	-	427,138
Customer deposits	-	53,350
Total current liabilities - payable from restricted assets	-	592,363
Total current liabilities	23,174	912,202
<b>Long Term Liabilities</b>		
Revenue bonds payable, less current maturities	-	4,325,154
State loans, less current maturities	-	3,588,841
Total long-term liabilities	-	7,913,995
		8,826,197
<b>Total Liabilities</b>		
<b>Net Assets</b>		
Invested in capital assets, net of related debt	964,937	6,201,538
Restricted for:		
Accommodations tax - state	93,326	-
Accommodations tax - county	65,625	-
Municipal court	20,535	-
Alcohol education grant	3,630	-
Debt service	-	1,221,059
Capital improvements and operations and maintenance	-	-
Prepaid assets	16,219	-
Unrestricted	2,875,001	2,321,694
Total net assets	4,039,273	9,744,291
<b>Total Liabilities and Net Assets</b>		<b>\$ 4,062,447</b>
		<b>\$ 18,570,488</b>

See accompanying notes to the financial statements

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
STATEMENT OF ACTIVITIES  
FOR THE YEAR DECEMBER 31, 2013**

<b>Function/Programs:</b>	<u>Expenses</u>	<b>Program Revenues</b>			<b>Net (Expense) Revenues and Changes in Net Assets</b>	
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Discretely Presented Component Units</u>
<b>Primary government:</b>						
Governmental activities:						
General government	\$ 661,110	\$ -	\$ -	\$ -	\$ (661,110)	\$ -
Tourism, advertising, and promotion	124,936	-	-	-	(124,936)	-
Municipal court	15,109	-	-	-	(15,109)	-
Total primary government	801,155	-	-	-	(801,155)	-
<b>Component unit:</b>						
Seabrook Island Utility Commission	\$ 3,067,576	\$ 2,931,743	\$ -	\$ 106,304	-	(29,529)
General revenues						
Franchise fees					188,161	-
Local option sales tax					226,851	-
Accommodations tax - state					123,399	-
Accommodations tax - county					30,715	-
Alcohol tax					11,430	-
Other state tax					38,721	-
Business licenses					473,381	-
Permits					36,123	-
Court fines, assessments and surcharges					19,062	-
Interest					5,325	4,872
Miscellaneous					120	42,176
Total general revenues					1,153,288	47,048
Increase in Net Assets					352,133	17,519
Net Assets, beginning of year					3,687,140	9,726,772
Net Assets, end of year					\$ 4,039,273	\$ 9,744,291

See accompanying notes to the financial statements

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2013**

	<u>Governmental Funds</u>		<u>Total Governmental Funds</u>
	<u>General</u>	<u>Special Revenue</u>	
<b>Assets</b>			
Cash and cash equivalents, unrestricted	\$ 2,543,308	\$ -	\$ 2,543,308
Accounts receivable	157,160	-	157,160
Due from county	-	17,918	17,918
Due from state	43,571	13,772	57,343
Prepaid expenses	16,219	-	16,219
Advances due from Component Unit	150,000	-	150,000
Cash and cash equivalents, restricted	-	155,562	155,562
	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total assets	<u>\$ 2,910,258</u>	<u>\$ 187,252</u>	<u>\$ 3,097,510</u>
<b>Liabilities</b>			
Accounts payable	\$ 13,239	\$ 3,037	\$ 16,276
Accrued expenses	5,799	1,099	6,898
Total current liabilities	<u>19,038</u>	<u>4,136</u>	<u>23,174</u>
<b>Fund balances</b>			
Reserved for:			
Accommodations tax, state	-	93,326	93,326
Accommodations tax, county	-	65,625	65,625
Municipal court	-	20,535	20,535
Alcohol grant	-	3,630	3,630
Prepaid assets	16,219	-	16,219
Unreserved:			
Unrestricted	<u>2,875,001</u>	<u>-</u>	<u>2,875,001</u>
Total fund balances	<u>2,891,220</u>	<u>183,116</u>	<u>3,074,336</u>
Total Liabilities and Fund Balances	<u>\$ 2,910,258</u>	<u>\$ 187,252</u>	<u>\$ 3,097,510</u>

See accompanying notes to the financial statements

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
RECONCILIATION OF BALANCE SHEET – GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET ASSETS  
DECEMBER 31, 2013**

**TOTAL FUND BALANCES - GOVERNMENTAL FUNDS** \$ 3,074,336

Amounts reported for governmental activities in the Statement of Net Assets are different because of the following:

Capital assets used for governmental activities are not financial resources and therefore are not reported in governmental funds. The cost of assets is \$1,251,268 and the accumulated depreciation is \$286,331 at December 31, 2013. 964,937

**NET ASSETS OF GOVERNMENTAL ACTIVITIES** \$ 4,039,273

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total Governmental Funds</u>
<b>Revenues</b>			
Franchise fees	\$ 188,161	\$ -	\$ 188,161
Local option sales tax	226,851	-	226,851
Accommodations tax - state	29,920	93,479	123,399
Accommodations tax - county	-	30,715	30,715
Alcohol tax	-	11,430	11,430
Other state tax	38,721	-	38,721
Business licenses	473,381	-	473,381
Permits	36,123	-	36,123
Court fines, assessments and surcharges	-	19,062	19,062
Interest	5,325	-	5,325
Other revenue	120	-	120
	<u>998,602</u>	<u>154,686</u>	<u>1,153,288</u>
<b>Expenditures</b>			
General government	522,717	-	522,717
Capital expenditures	47,497	-	47,497
Municipal court	-	15,109	15,109
Tourism, advertising and promotion	44,324	124,936	169,260
	<u>614,538</u>	<u>140,045</u>	<u>754,583</u>
Excess of revenues over expenditures	384,064	14,641	398,705
Fund balances, beginning of year	<u>2,507,156</u>	<u>168,475</u>	<u>2,675,631</u>
Fund balances, end of year	<u>\$ 2,891,220</u>	<u>\$ 183,116</u>	<u>\$ 3,074,336</u>

See accompanying notes to the financial statements

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCES -GOVERNMENTAL FUNDS -  
TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2013**

<b>TOTAL NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUNDS</b>	\$	398,705
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Amounts reported for governmental activities in the Statement of Activities are different because of the following:

Capital outlays are reported in governmental funds 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. The impact of this difference is total capital assets recognized in the current year of \$2,992, less related depreciation for the year of \$49,564.

(46,572)

<b>CHANGES IN NET ASSETS OF GOVERNMENTAL ACTIVITIES</b>	\$	<u><u>352,133</u></u>
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**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of the Town of Seabrook Island, South Carolina (the “Primary Government”) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more specific policies of the Primary Government are described below.

**Financial Reporting Entity**

The Town of Seabrook Island, South Carolina, originally chartered May 19, 1987, elected the mayor-council form of government under Section 5-1-70 of the 1976 Code of Laws of the State of South Carolina on May 26, 1987. The Town Council is composed of a mayor and three council members.

**Component Unit**

In conformity with accounting principles generally accepted in the United States of America, the financial statements of Seabrook Island Utility Commission (the “Commission” or the “Component Unit”) have been included in the financial reporting entity as a discretely presented component unit. The Town of Seabrook Island, South Carolina considers the Commission to be a component unit because the Commission’s revenue bonds are issued in the name of the Town of Seabrook Island, South Carolina, creating financial accountability. The Commission is reported in a separate column to emphasize that it is legally separate from the Primary Government. The Component Unit and the Primary Government collectively are referred to as the Town of Seabrook Island, South Carolina (collectively the “Town”).

Seabrook Island Utility Commission – In November 1995, the permanent members of the governing board of the Utility Commission were officially elected by town vote to replace the temporary Commission members who were appointed by town council earlier that year. The terms of the members are to extend for two to six years varying by member. The Commission began operating the water and sewer system for the primary government on April 30, 1996. The Commission changed its name from the Seabrook Island Water and Sewer Commission to the Seabrook Island Utility Commission in March 2000 by passage of a town ordinance. Separate audited financial statements are prepared for the Commission and are available at the Seabrook Island Town Hall.

**Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e. the statement of net assets and the statement of activities) report information on all of the activities of the Primary Government and its component unit. All significant interfund activity has been removed from these statements. Governmental activities are generally supported by taxes and other revenues generated by governmental activities. The Primary Government is presented separately from its component unit for which the Primary Government is financial accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function of the Town. The Primary Government does not have program revenues. The Commission has program revenues that include charges to customers or applicants, who purchase, use or directly benefit from services or privileges provided by a given function. Taxes and other items not properly included among program revenues are reported as general revenues.

**Fund Financial Statements**

The accounts of the Primary Government are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures. The funds and account groups used by the Primary Government are as follows:

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

**Fund Financial Statements - continued**

Governmental funds are those through which general governmental functions of the Primary Government are financed. The acquisition, use and balances of the Primary Government's expendable financial resources and the related liabilities are accounted for through governmental funds.

**General Fund** – The general fund is the general operating fund of the Primary Government. It is used to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Fund** – The special revenue fund is used to account for the proceeds of specific revenue resources that are legally restricted to expenditures for specified purposes. The fund includes state accommodations tax restricted for promotion and tourism of the Primary Government, county accommodations tax and state alcohol tax restricted for support of tourism and tourist services or capital projects, and municipal court fines, assessments and surcharges restricted for victims' advocate services and other court expenditures. The unrestricted portion of accommodations tax received from the state is included in the general fund.

**Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the related cash flows. The various licenses, fees and charges the Town collects are recognized in the period for which they were levied.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable. For this purpose, the Primary Government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Licenses and permits, fines, and miscellaneous revenues are recorded as revenues when received in cash. State tax assessments and investment earnings are recorded when earned (when they are measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

**Budgets and Budgetary Accounting**

The Primary Government follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to October 1, the Mayor submits to the town council a proposed operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenses and the means of financing them.
2. Prior to January 1, the town council shall legally enact the budget through passage of an ordinance.
3. The Mayor is responsible for the administration of the budget. Any budgeted operating expense for which insufficient funds remain shall be approved by town council. The budget may be modified during the year only by a majority vote of town council. The budget was not amended during 2013, but the town council did vote to approve expenses in excess of the original budget.
4. Formal budgetary integration is employed as a management control device during the year for the general and special revenue funds.
5. The budget for the general and special revenue funds is adopted on a basis substantially consistent with accounting principles generally accepted in the United States of America.
6. Capital expenditures are included as part of the formal budget, and voted on by the town council.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

**Cash and Cash Equivalents**

All unrestricted highly liquid investments purchased with an initial maturity of three months or less are considered to be cash equivalents.

**Investments**

State of South Carolina statutes authorize the entity to invest in the following:

1. Obligations of the United States of America and agencies thereof;
2. General obligations of the State of South Carolina or any of its political units;
3. Savings and loan associations deposits to the extent insured by the Federal Deposit Insurance Corporation;
4. No load open and closed-end portfolios of certain investment companies with issues of the United States of America government;
5. Certificates of deposit and repurchase agreements collateralized by securities of the type described in (1) and (2) above held by a third party as escrow agent or custodian, or a market value not less than the amount of the certificate of deposit so secured, including interest.

**Restricted Assets**

Certain assets are classified as restricted assets on the statement of net assets because their use is limited by debt agreements or earmarked for specific purposes. The Town applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

**Capital Assets**

Capital assets are recorded at cost less accumulated depreciation. The Town has a policy to capitalize all capital assets in excess of \$2,500. The Commission has a policy to capitalize all assets in excess of \$500. Assets acquired through contributions from developers or other entities are capitalized at their estimated fair value, if available, or at engineers' estimated fair value or cost to construct at the date of the contribution. Depreciation of capital assets is computed using the straight-line method based on the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Infrastructure	25 to 30
Land improvements	15 to 30
Buildings	15 to 40
Waterworks and Sewer System	5 to 40
Office furniture and fixtures	5 to 10

**Operating Revenues and Expenses and Rate Structure**

Revenues from the water and sewer services are recognized on the accrual basis and as earned. Services are supplied to customers under a rate structure designed to produce revenues sufficient to provide for operating and maintenance costs, capital costs, and certain debt services. Operating revenues and expense are those that result from providing services and delivering goods and services to customers.

**Tap-in Fee**

The Commission collects a non-recurring fee for new water and sewer connections. This fee applies only to new service on previously platted lots. A portion of tap-in fees covers the cost of connecting new service, and this amount is recognized as operating revenue when received. The remaining amount is an impact fee and is recognized as capital contributions when received.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**Accounts Receivable**

The Commission's customer accounts receivable consist mostly of charges for water and sewer services for the month of December 2013. Accounts are charged to bad debt expense, as they are deemed uncollectible based upon a periodic review of the accounts. Management believes that any difference between this method and methods prescribed by accounting principles generally accepted in the United States of America is immaterial.

Accounts receivable of the Primary Government consists of franchise fees and other miscellaneous receivables.

**Unbilled Revenue**

Unbilled revenue represents the amount of water revenue pertaining to 2013 that has not been billed at year-end due to the billing cycle.

**Unamortized Debt Issue Costs**

The Commission's costs of issuing debt are amortized using the straight-line method over the term of the related debt.

**Bond Premiums and Discounts**

Bond premiums and discounts are deferred and amortized over the term of the bonds using the effective interest method. Net bond premiums totaled \$35,154 at December 31, 2013. Net bond premiums are presented as an increase of the face amount of revenue bonds payable, and amortized expense is presented in interest expense.

**Fund Balance**

Reservations of fund balances of governmental funds are established to either (1) satisfy legal covenants that require that a portion of the fund balance be segregated or (2) identify the portion of the fund balance that may not be appropriated for future expenditures. The unreserved fund balance represents the amount available for budgeting future operations.

**Revenue from Grants**

Revenue from grants is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time requirements, which specify the year when the resources are required to be used or the year when use is first permitted; matching requirements in which the Commission must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Commission on a reimbursement basis.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Cash Equivalents**

At December 31, 2013, the Commission had \$2,442,488 and the Primary Government had \$2,636,972 deposited with the South Carolina Local Government Investment Pool (the "Pool") pursuant to Section 6-6-10 of the South Carolina Code. The Pool is an investment trust fund, in which public monies in excess of current needs, which are under the custody of any county treasurer or any governing body political subdivision of the State, may be deposited. The Pool is a 2a-7 like pool which is not registered with the Securities and Exchange Commission (SEC) as an investment company, but has a policy that it will operate in a manner consistent with the SEC's rule 2a-7 of the Investment Company Act of 1940. In accordance with Governmental Accounting Standards Board ("GASB") Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, investments are carried at fair value determined annually based upon quoted market prices. The total fair value of the Pool is apportioned to the entities with funds invested on an equal basis for each share owned, which are acquired at a cost of \$1.00.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**2. CASH EQUIVALENTS AND INVESTMENTS**

**Cash and Cash Equivalents – Custodial Credit Risk**

Custodial credit risk is the risk that in the event of a bank failure, the Primary Government’s or Commission’s deposits may not be returned to it. The Town does not have a policy on custodial credit risk.

**Designated Cash**

The Town council has established designated funds to ensure that the Primary Government’s commitments would be met should an event occur that drastically curtails the revenue sources and to insure the available resources to replace or repair its capital assets as needed. As of December 31, 2013, the designated cash balance for these purposes was \$500,000.

The Commission has established a designated emergency fund. At December 31, 2013, the designated cash balance for this purpose was \$450,000 and is included in unrestricted cash and cash equivalents.

**Investments**

At December 31, 2013, the Commission had \$832,802 of investments restricted for servicing the debt of the Commission. The investments are held by a trustee and are carried at cost, which approximates fair value.

**Investments – Custodial Credit Risk**

Custodial credit risk for an investment is the exposure that a counterparty fails, absent collateral, and the Primary Government or Commission is unable to recover its investment value. The Primary Government and Commission have no policy restricting the amounts or percentages of investments that may be invested in authorized investments. The Primary Government’s and Commission’s investments were not exposed to custodial credit risks as of December 31, 2013.

A reconciliation of cash and investments is as follows:

	<b>Primary Government</b>	<b>Component Unit</b>
Carrying amount of deposits	\$ 61,898	\$ 305,849
Carrying amount of Investment Pool	2,636,972	2,442,488
Carrying amount of Investments	-	850,395
<b>Total</b>	<b>\$ 2,698,870</b>	<b>\$ 3,598,732</b>
Cash and cash equivalents - restricted	\$ 155,562	\$ 370,664
Cash and cash equivalents - unrestricted	2,543,308	2,377,673
Investments - restricted	-	850,395
<b>Total</b>	<b>\$ 2,698,870</b>	<b>\$ 3,598,732</b>

**3. RESTRICTED CASH AND INVESTMENT ACCOUNTS**

A portion of cash, cash equivalents and investments has been restricted pursuant to the Commission’s bond and loan agreements.

**Debt Service Fund and Debt Service Reserve Funds**

The investment accounts have been restricted pursuant to the debt agreements for the purpose of paying the interest on and the retirement of debt, and to maintain the security of the loans. The amount restricted at December 31, 2013 was \$850,395.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**3. RESTRICTED CASH AND INVESTMENT ACCOUNTS - CONTINUED**

**Operations and Maintenance Fund**

Pursuant to the bond and loan agreements, at December 31, 2013, the Commission has restricted \$245,664 as an estimate of expenses to operate and maintain the water and sewer system for the ensuing month.

**Capital Improvements Fund**

Pursuant to the bond and loan agreements, at December 31, 2013, the Commission has restricted \$125,000 as an estimate of future capital improvements during 2014.

**Restricted Cash**

In accordance with South Carolina legislative policy, any accommodations tax revenue received each fiscal year ending June 30 exceeding \$25,000 is subject to a special allocation. Five percent of the balance of this excess is allocated to the general fund of the Primary Government. Thirty percent of the balance must be allocated to a special revenue fund and used for advertising and promotion of tourism to develop and increase tourist attendance through publicity. The remaining sixty-five percent plus earned interest must be allocated to a special revenue fund and used for tourism-related expenditures. Restricted cash also consists of accommodations tax revenue received from Charleston County, alcohol tax revenue received from the State, and municipal court revenues. As of December 31, 2013 the total restricted cash was \$155,562.

**4. RECEIVABLES**

Accounts and other receivables at December 31, 2013 consist of the following:

	<u>Primary Government</u>	<u>Component Unit</u>
Franchise fees	\$ 152,484	\$ -
Customer accounts receivable	-	225,531
Other	4,676	5,462
	<u>\$ 157,160</u>	<u>\$ 230,993</u>

**5. CAPITAL ASSETS**

A summary of changes in capital assets for the year ended December 31, 2013 is as follows:

**Primary Government:**

	<u>Balance 1/1/2013</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance 12/31/2013</u>
Capital assets depreciated:				
Infrastructure	\$ 364,464	\$ -	\$ -	\$ 364,464
Land improvements	728,756	-	-	728,756
Equipment	155,056	2,992	-	158,048
Subtotal	1,248,276	2,992	-	1,251,268
Accumulated depreciation	(236,767)	(49,564)	-	(286,331)
Total	<u>\$ 1,011,509</u>	<u>\$ (46,572)</u>	<u>\$ -</u>	<u>\$ 964,937</u>

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**5. CAPITAL ASSETS - CONTINUED**

**Component Unit:**

	<u>Balance 1/1/2013</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance 12/31/2013</u>
Capital assets not depreciated:				
Land	\$ 76,258	\$ -	\$ -	\$ 76,258
Construction in progress	1,472,586	233,302	(1,705,888)	-
Capital assets depreciated:				
Land improvements	57,002	-	-	57,002
Buildings	324,367	-	-	324,367
Waterworks and sewer system	21,639,742	1,817,387	(43,130)	23,413,999
Office furniture and fixtures	28,232	-	-	28,232
Subtotal	<u>23,598,187</u>	<u>2,050,689</u>	<u>(1,749,018)</u>	<u>23,899,858</u>
Accumulated depreciation	<u>(8,628,396)</u>	<u>(771,921)</u>	<u>43,130</u>	<u>(9,357,187)</u>
 Total	 <u>\$ 14,969,791</u>	 <u>\$ 1,278,768</u>	 <u>\$ (1,705,888)</u>	 <u>\$ 14,542,671</u>

Depreciation expense for the Primary Government and charged to the general governmental activities was \$49,564 for the year ended December 31, 2013. Depreciation expense for the component unit was \$771,923 for the year ended December 31, 2013.

**6. LONG-TERM DEBT**

The Primary Government does not carry any amounts considered to be long-term debt at or during the year ended December 31, 2013. A summary of changes in long-term debt for the Component Unit for the year ended December 31, 2013 is as follows:

	<u>Balance 1/1/2013</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance 12/31/2013</u>
Revenue Bonds - Series 2005	\$ 4,780,000	\$ -	\$ (240,000)	\$ 4,540,000
Less deferred amounts:				
Net premiums	<u>39,341</u>	<u>-</u>	<u>(4,187)</u>	<u>35,154</u>
Net revenue bonds	<u>4,819,341</u>	<u>-</u>	<u>(244,187)</u>	<u>4,575,154</u>
Portion due within one year				<u>250,000</u>
 South Carolina Infrastructure Facilities loan	 <u>1,516,864</u>	 <u>-</u>	 <u>(56,597)</u>	 <u>1,460,267</u>
Portion due within one year				<u>58,894</u>
 South Carolina Water Quality Revolving fund authority loan	 <u>724,883</u>	 <u>-</u>	 <u>(47,509)</u>	 <u>677,374</u>
Portion due within one year				<u>48,739</u>
 South Carolina Water Quality Revolving fund authority loan	 <u>1,104,741</u>	 <u>599,561</u>	 <u>(75,964)</u>	 <u>1,628,338</u>
Portion due within one year				<u>69,505</u>
 Net debt	 <u>\$ 8,165,829</u>	 <u>\$ 599,561</u>	 <u>\$ (424,257)</u>	 <u>\$ 8,341,133</u>

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**6. LONG-TERM DEBT - CONTINUED**

Water and Sewer System Refunding Revenue Bonds, Series 2005

The \$6,305,000 Water and Sewer System Refunding Revenue Bonds, Series 2005 (“Series 2005 Bonds”) were issued to provide funds (1) to advance refund the Town’s outstanding Water and Sewer System Revenue Bonds, Series 1997 (“Series 1997 Bonds”); (2) to satisfy the reserve fund requirement for the Series 2005 Bonds through the purchase of a surety bond; and (3) to pay certain costs of issuance relating to the Series 2005 Bonds. A portion of the proceeds were placed in a refunding trust fund established under a refunding trust agreement and applied, together with the investment earnings thereon, to pay all the principal and interest payable on the outstanding amount of \$5,805,000 on the Series 1997 bonds through and including July 1, 2007.

The bonds were issued in May 2005, and interest is payable semiannually on July 1 and January 1 at coupon rates that range from 3.25% to 5.00%. Principal of the Series 2005 Bonds is payable, subject to redemption, on January 1 each year through 2027.

The Series 2005 Bonds maturing on or before January 1, 2015, are not subject to redemption prior to their stated maturities. The Series 2005 Bonds maturing after January 1, 2015 are subject to redemption on and after July 1, 2015, at the option of the Town upon the written direction of the Commission, in whole or in part at any time, at the redemption price equal to 100% of the principal amount of the Series 2005 Bonds to be redeemed plus accrued interest to the date fixed for redemption.

With limited obligations for the Town of Seabrook Island, the Series 2005 Bonds are solely payable from the net revenues of the Commission and are solely secured by a pledge of and lien upon such net revenues. Net revenue is defined as the revenue of the water and sewer system after deducting expenses of operating and maintaining the system.

In the bond ordinance, the Town covenants and agrees that it will cause the Commission to operate the water and sewer system in an efficient and economical manner and will cause the Commission to establish, levy, maintain, revise, and collect such fees, rates, and other charges for the use of the services and facilities furnished as may be necessary or proper, which fees, rates and other charges, together with the other revenues and other available moneys, shall for each fiscal year be at least sufficient, after making due and reasonable allowances for contingencies and for a margin of error in estimates, to provide an amount not less than (1) the amount required to be deposited into the operation and maintenance fund for the then current fiscal year; (2) 110% of the amounts required to be deposited in the debt service fund; (3) the amount required to be deposited in the debt service reserve fund; (4) the amount required to be deposited in the capital improvements fund; (5) the amount required to provide for payment of any junior bonds; and (6) the amount necessary to comply in all respects with the terms of the bond ordinance or any other contract or agreement with the holder of the Series 2005 Bonds.

The Commission has various financial and non-financial covenants it is required to comply with associated with the Series 2005 Bonds. As of December 31, 2013, the Commission was in compliance with all financial covenants

South Carolina Infrastructure Facilities Loan

On September 21, 2000, the Commission obtained financing from the South Carolina Infrastructure Facilities Authority (the “Authority”) in the amount of \$2,000,000. The loan was amended on May 4, 2001. Pursuant to the amendment, the amount available under the loan was increased to \$2,028,791 to include in the principal balance interest which had been accrued on the loan but not paid. At December 31, 2013, \$1,460,267 remained outstanding and payable. Pursuant to the terms of the loan agreement interest only will accrue on the payment initiation date, May 1, 2001, with the repayment of principal and interest to begin on the first day of the third month following the payment initiation date or August 1, 2001. Interest accrues at a rate of 4% per annum, with principal and interest due in 119 quarterly installments of \$29,107 each, and one final payment of principal and interest in the amount of \$29,106 due May 1, 2031.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

**6. LONG-TERM DEBT – CONTINUED**

The note is secured by a lien upon the net revenues of the water and sewer system, as defined in the general bond ordinance, and a statutory lien granted to the Authority upon the system. As additional security and if the project sponsor fails to collect and remit in full all amounts due to the Authority on the date such amounts are due, the Authority shall withhold all or a portion of such funds of the State and all funds administered by the State, its agencies, boards and instrumentalities allotted or appropriated to the project sponsor to satisfy all amounts due with respect to the note.

The South Carolina Infrastructure Facilities Loan, which is in the name of the Town of Seabrook Island, was issued to fund construction of (1) approximately 17,800 feet of 16-inch waterline, 2,000 linear feet of 20-inch waterline, and all necessary appurtenances to serve the Seabrook Island water distribution system; and (2) two half million gallon pre-stressed concrete reservoirs, two 2,000 GPM booster pump stations, and all necessary appurtenances to serve Seabrook Island.

The Commission has various financial and non-financial covenants it is required to comply with associated with the South Carolina Infrastructure Facilities Loan. As of December 31, 2013, the Commission was in compliance with all financial covenants.

South Carolina Water Quality Revolving Fund Authority Loan

On November 10, 2005, the Commission signed a loan agreement with the South Carolina Water Quality Revolving Fund Authority (“Water Authority”) in the name of the Town of Seabrook for an available amount of \$1,120,808. The proceeds from the loan are to fund the installation of approximately 7,650 linear feet of 20-inch water main and all necessary appurtenances. At December 31, 2013, \$677,374 remained outstanding and payable. Pursuant to the terms of the loan agreement, amounts disbursed shall bear interest from the date of the Water Authority’s check for each disbursement and accrued interest only shall be due on the payment initiation date, February 1, 2006, with the repayments of principal and interest to begin on the first day of the third month following the payment initiation date or August 1, 2006. Interest accrues at a rate of 3% per annum, with principal and interest due in 79 quarterly installments of \$18,682 each and one final installment of \$18,682 in 2026. The note is secured by a lien upon the net revenues of the System, as defined in the general bond ordinance, and a statutory lien granted to the Authority upon the System.

On August 16, 2006, the loan was amended. Since \$121,127 of the original loan authorization remained undisbursed after the final draw, the permanent loan amount became \$1,000,717. As a result, the payment amount was recalculated retroactive to the payment initiation date thereby reducing the quarterly installments to \$16,680 over the same 20 year term ending February 1, 2026.

The Commission has various financial and non-financial covenants it is required to comply with associated with the South Carolina Water Quality Revolving Fund Authority Loan. As of December 31, 2013, the Commission was in compliance with all financial covenants.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**6. LONG-TERM DEBT - CONTINUED**

South Carolina Water Quality Revolving Fund Authority Loan

At December 31, 2013, maturities on the Commission's long-term debt excluding revenue bonds discounts and premiums and deferred losses were as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Years ending December 31:			
2014	\$ 427,138	\$ 295,481	\$ 722,619
2015	435,576	279,992	715,568
2016	456,140	263,930	720,070
2017	471,886	247,184	719,070
2018	487,819	229,850	717,669
2019-2023	2,720,143	864,096	3,584,239
2024-2028	2,628,852	322,869	2,951,721
2029-2032	678,425	34,896	713,321
Total	<u>\$ 8,305,979</u>	<u>\$ 2,538,298</u>	<u>\$ 10,844,277</u>

The Commission recognized \$300,912 of interest expense during the year ended December 31, 2013.

**7. CONCENTRATION OF CREDIT RISK**

The Town derives more than half of its revenue from business licenses, franchise fees, and permit fees. Much of this revenue is dependent on the level of business activity in the Town.

The Commission provides water and sewer services to residents and businesses located principally in the Town of Seabrook Island, South Carolina. It also offers sewer service to two developments outside the Town which were under contract when the system was acquired. Accounts receivable of the Commission consists mostly of these charges. Additionally, most of the water sold is purchased from St. Johns Water Company of Johns Island, South Carolina.

**8. LEASE INCOME**

The Commission collects income for leasing space for antennas under the following lease agreements:

- a) The Commission entered into an agreement with BellSouth Cellular Corp. (now AT&T) in August 1996. BellSouth has the option to extend for four additional five-year periods with a three percent increase for each year of the five-year period. On September 1, 2011, BellSouth opted to exercise its third renewal option and extend the agreement for an additional five-year period beginning September 1, 2011 at \$25,094 per year, increasing 3% each year.
- b) The Commission entered into a new agreement with Charleston-North Charleston MSA Limited Partnership d/b/a Alltel (now Verizon) in April 2001. The lease term was for an initial term of five years to be automatically renewed for four additional terms of five years each. Rent for each renewal term will be the annual rent in effect for the final year of the initial term or prior renewal term increased by 15%. In May 2006, Alltel opted to renew the lease for an additional five year term. The monthly rent is \$2,578. In May 2011, the agreement was renewed for an additional five year period at a monthly rent of \$2,965.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
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**8. LEASE INCOME - CONTINUED**

- c) The Commission has an agreement with AGW Leasing Company, Inc. (now Sprint) dated March 1999. The lease term is for five years with an automatic renewal for four additional 5-year terms. The monthly rental amount is \$1,325 with an increase of 15% for each renewal term. In December 2009, AGW Leasing Company exercised the second of these renewal terms at \$1,752 per month.
- d) The Commission has an agreement with Triton PCS Property Company, LLC (now T-Mobile) dated January 2000. The lease term is for five years with an automatic renewal for four additional 5-year terms. The monthly rental amount is \$1,325 with an increase of 15% for each renewal term. In January 2010, T-Mobile exercised the second of these renewal terms at \$1,752 per month.
- e) The Commission has an agreement with Nextel South Corp. (now Sprint) dated May 2005. The lease term is for five years with an automatic renewal for four additional 5-year terms. The monthly rental amount is \$1,590 with an increase of 15% for each renewal term. In May 2010, Nextel exercised the first of these renewal terms at \$1,829 per month.
- f) The Commission has an agreement with Conterra Ultra Broadband, LLC dated December 15, 2010. The lease term is for five years and was commenced February 2011, with an automatic renewal for four additional 5-year terms. The annual rent is \$6,000, payable annually in advance of the year. The rent will increase 3% annually over the term of the agreement.

The following is a schedule of the future minimum rental income to be received at December 31:

2014	\$	110,469
2015		71,159
2016		30,721
Thereafter		-
		\$ 501,623

Rental income recognized under these leases for the year ended December 31, 2013 was \$120,289.

**9. COMMITMENTS**

**Building Inspection Services**

In November 1987, the Primary Government entered into an agreement with the Charleston County Department of Building Services to perform all inspection services for zoning permits, site plans, collection of fees and related work. On a monthly basis, the county will distribute 10% of all permit fees collected to the Primary Government. This agreement may be terminated by either party upon giving written notice at least 30 days prior to the effective date of such termination.

**Franchise Agreements**

In February 1988, the Primary Government entered into a franchise agreement with Berkeley Electric Cooperative, Inc. to provide electricity to different classes of customers within the corporate limits of the town and adjacent areas. The initial term of the agreement is 25 years, and requires the company to pay 3% of total electric revenue exclusive of street lighting, municipal and industrial loads to the town. Payments are made annually.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**9. COMMITMENTS - CONTINUED**

In February 1999, the Primary Government entered into a franchise agreement with U.S. Cable of Texas, L.P. Coastal, to maintain, operate and expand a cable television system within the town. This contract was subsequently transferred to Comcast Cable during 2003. The initial term of the agreement is for 10 years, with a right of renewal for an additional 5 years. This agreement has expired and is now governed under the State of South Carolina's Competitive Cable Services Act. Comcast Cable was issued a state-issued certificate of franchise authority and payments are to be made quarterly in an amount equal to 3% of gross receipts from the cable television operations in the Town.

**Management Agreement**

On January 8, 2008, the Commission signed a new 5 year contract effective May 1, 2008 with Hawthorne Services, Inc. (Hawthorne) to manage the daily operations of the System. It has a 5-year renewal option that was exercised. The contract is subject to termination at the sole discretion of the Commission if the services of Hawthorne are inferior in quality as measured by interruptions in service, customer complaints, and cost overruns without satisfactory explanation and if Hawthorne and the Commission do not resolve Hawthorne's failure to perform the defined services in whole or in part within 30 days. In the event of termination, the Commission shall pay only for the services rendered to the date of such termination.

The management fee paid to Hawthorne was \$205,755 for the year ended December 31, 2013. This fee may be adjusted annually for escalating direct costs for the accounting and billing function upon approval of the Commission.

**10. RETIREMENT PLAN**

Effective January 1, 1997, the Primary Government joined the South Carolina Retirement System (SCRS). All employees of the Primary Government are eligible to participate. The South Carolina Retirement System is a cost-sharing multiple employer defined benefit pension plan administered by the Retirement Division of the State Budget and Control Board. The South Carolina Retirement System offers retirement and disability benefits, cost of living adjustments on an ad-hoc basis, life insurance benefits and survivor benefits. The Plan's provisions are established under Title 9 of the SC Code of Laws. A Comprehensive Annual Financial Report containing financial statements and required supplementary information for the South Carolina Retirement System is issued and is publicly available by writing the South Carolina Retirement System, P.O. Box 11960, Columbia, SC 29211-1960.

**Fund Policy**

Both employees and employers are required to contribute to the plan under authority of Title 9 of the SC Code of Laws. In accordance with state statutes, the Primary Government's employees are required to contribute 6.50% of their compensation to the plan. The Primary Government is required to contribute amounts based on the results of actuarial valuations of the SCRS. In to the above rates, participating employers of the South Carolina Retirement System contribute 0.15% of monthly payroll to provide a group life insurance benefit for their participants. The Primary Government's annual rate was 9.240% (January through June 2011) and 9.385% (July through December 2011) of each employee's annual compensation. Contribution requirements are as follows:

Year ended December 31,	<u>Employer</u>	<u>Employee</u>	<u>Total</u>
2013	\$ 23,486	\$ 17,895	\$ 41,381
2012	\$ 22,035	\$ 14,801	\$ 36,836
2011	\$ 22,251	\$ 12,532	\$ 34,783
2010	\$ 20,102	\$ 13,809	\$ 33,911
2009	\$ 18,511	\$ 12,813	\$ 31,324

One hundred percent of the required contributions have been made for the current and each of the previous years.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

**11. FACILITY CHARGE ADJUSTMENT**

In the event that the established water and sewer charges and fees yield cash revenue in excess of the obligations specified by the bond ordinance, the Commission, at its sole discretion, may from time to time return surplus cash to eligible residential and commercial customers through a facility charge adjustment. Surplus cash is defined as operating cash and current accounts receivable in excess of forecasted operating maintenance, debt service and capital expenditures for the current month, after providing for payment of the prior month payable to the management company and the monthly debt service payment.

In addition, the following conditions must be met.

- a. The current year-to-date operating cash surplus must exceed 10% of the total debt service interest and principal payments for the fiscal year.
- b. There must be at least \$350,000 in cash reserves for emergency operating expenses.
- c. There must be at least \$100,000 in cash available for capital expenditures.

Eligible customers are customers of record for billing purposes on the date that the Commission declares a facility charge adjustment. During the year ended December 31, 2013, the Commission did not approve a facility charge adjustment.

**12. CONTINGENCIES**

From time to time, the Town is involved in various claims and lawsuits, both for and against the Town, arising in the normal course of business. Management believes that any liability that may ultimately result from the resolution of these matters will not have a material effect on the financial condition or results of operations of the Town.

**13. 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 and natural disasters. To insure against these risks, the Town is a member of the State of South Carolina Insurance Reserve Fund, a public entity risk pool currently operating as a common risk management and insurance program for local governments in South Carolina. The Town pays annual premiums to the State Insurance Reserve Fund for its general insurance. The State Insurance Reserve Fund is self-sustaining through member premiums and reinsures through commercial companies for certain claims.

The Town incurred no significant uninsured claims during the year ended December 31, 2013. There was no liability or expense recorded for other actual claims, and management does not believe any provision for unasserted claims is necessary. Settled claims have not exceeded coverage in any of the last three years. There were no significant reductions in coverage compared to the prior year.

**14. TRANSACTIONS WITH COMPONENT UNIT**

The Commission is a component unit of the Town (see Note 1). The Commission and the Town entered into several transactions during the year ended December 31, 2013.

The Commission provides water to the Town. During the year, the Commission recorded \$11,149 in revenue related to the sale of water to the Town. At December 31, 2013, the Commission had accounts receivable from the Town in the amount of \$744. This amount is included in customer accounts receivable on the Balance Sheet.

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**15. SUBSEQUENT EVENTS**

In accordance with ASC 855, Management evaluated subsequent events through May 23, 2014, the date these financial statements were issued. With the exception of the matter discussed below, there were no material subsequent events that required recognition or additional disclosure in these financial statements.

**REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)**

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA**  
**REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –**  
**BUDGET AND ACTUAL – GENERAL FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

	<b>General Fund</b>		
	Original and Final Budget	Actual Results	Variance Positive (Negative)
<b>REVENUES:</b>			
Franchise fees	\$ 165,000	\$ 188,161	\$ 23,161
Local option sales tax	130,000	226,851	96,851
Accommodations tax - state	28,000	29,920	1,920
Other state tax	32,000	38,721	6,721
Business licenses	443,000	473,381	30,381
Permits	40,600	36,123	(4,477)
Interest	3,550	5,325	1,775
Other revenue	200	120	(80)
	<u>842,350</u>	<u>998,602</u>	<u>156,252</u>
<b>EXPENDITURES:</b>			
Payroll and payroll taxes	304,300	281,486	22,814
Accounting and legal	38,500	48,337	(9,837)
Utilities	32,900	27,557	5,343
Office supplies, postage and printing	30,320	19,574	10,746
Insurance	19,700	11,257	8,443
Beach patrol	25,000	19,560	5,440
Other expenses	31,500	18,411	13,089
Roadway maintenance	60,000	61,022	(1,022)
Emergency preparedness	10,000	35,513	(25,513)
Capital outlay - parking annex, grant funded and other capital expenses	-	44,505	(44,505)
Capital outlay - computers	2,500	2,992	(492)
Advertising and promotion	-	44,324	(44,324)
	<u>554,720</u>	<u>614,538</u>	<u>(15,494)</u>
Total expenditures			
Net change in fund balances	<u>\$ 287,630</u>	384,064	<u>\$ 140,758</u>
Fund balances, beginning of year		<u>2,507,156</u>	
Fund balances, end of year		<u>\$ 2,891,220</u>	

See Independent Auditors' Report

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
REQUIRED SUPPLEMENTARY INFORMATION (UNAUDITED)  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES –  
BUDGET AND ACTUAL – GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**1. Significant budget variances**

The Town's expenditures exceeded appropriated funds for a few expenditure categories in the year ended December 31, 2013.

1. Actual general fund revenues exceeded budget revenues for the year ended December 31, 2013 by \$156,252 or 15.6%. This increase was across all revenue categories, but led by growth in franchise fee and business licenses.
2. Actual general fund expenditures were over budget by \$15,494 or 2.8%. This variance to budget is mostly attributed to the unbudgeted capital outlay for parking annex and grant expenses.

**SUPPLEMENTARY INFORMATION**

**TOWN OF SEABROOK ISLAND, SOUTH CAROLINA  
SCHEDULE OF FINES, ASSESSMENTS AN SURCHARGES  
SPECIAL REVENUE FUND – VICTIMS’ RIGHTS FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Court Fines**

Court fines collected	\$ 7,225
Court fines retained by Town	7,225
Court fines remitted to State Treasurer	<u>\$ -</u>

**Court Assessments**

Court assessments collected	\$ 5,975
Court assessments retained by Town (remitted to Charleston County) - see below	864
Court assessments remitted to State Treasurer/Charleston County	<u>\$ 6,839</u>

**Education SC Surcharges**

Education SC surcharges collected	\$ 370
Education SC surcharges remitted to State Treasurer	<u>\$ 370</u>

**Court Surcharges**

Court surcharges collected	\$ 1,850
Court surcharges remitted to State Treasurer	<u>\$ 1,850</u>

**Victims' Services**

Court assessments allocated to Victims' Services	\$ 864
Court surcharges allocated to Victims' Services	1,850
Funds allocated to Victims' Services	<u>2,714</u>
Victims' Services funds forwarded to Charleston County*	<u>2,714</u>

Funds available for carryforward	<u>\$ -</u>
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\*The Town of Seabrook Island, South Carolina does not have a Victims’ Advocate Program. Victims’ seeking assistance within the jurisdiction of the Town is sent to agencies within Charleston County. The Town forwards all assessments and surcharges collected under this program to Charleston County.