

**CHEVY CHASE VILLAGE, MARYLAND  
FINANCIAL STATEMENTS  
JUNE 30, 2018**

**CHEVY CHASE VILLAGE  
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JUNE 30, 2018**

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## **Independent Auditor's Report**

Board of Managers  
Chevy Chase Village, Maryland

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

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Chevy Chase Village, Maryland (the "Village"), as of and for the year ended June 30, 2018, and the related notes to the financial statements which collectively comprise the basic financial statements of the Village as listed in the table of contents.

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

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

### **Auditor's Responsibility**

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Village'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 Village'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 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 and each major fund and the aggregate remaining fund information of Chevy Chase Village as of June 30, 2018, and the respective changes in financial position thereof for the year then ended in conformity 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 the budgetary comparison information on pages 4 through 10 and 37 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 Chevy Chase Village, Maryland's financial statements as a whole. The supplemental schedules of revenues and expenditures – budget and actual – general fund and schedules of revenues and expenditures – budget and actual – special revenue fund, on pages 38 through 44, are not a required part of the basic financial statements. The supplemental schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

*Rinday & Associates, LLC*

October 23, 2018

**CHEVY CHASE VILLAGE, MARYLAND  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

The management of Chevy Chase Village (the "Village") consists of the elected Board of Managers and the Village Manager. As management, we offer readers financial statements and this narrative overview and analysis of the financial activities of the Village for the fiscal year ended June 30, 2018. The following pages include:

- I. Summary Statement of Net Position (full accrual basis)
- II. Change in Net Position including Revenues and Expenses (full accrual basis)
- III. Budget versus Actual Revenues and Expenses (modified accrual basis)
- IV. Management's Discussion
- V. Accounting Methods: Full versus Modified Accrual
- VI. Additional Information

**I. Summary Statement of Net Position (full accrual basis)**  
(see page 11 for additional detail)

The comparative data shown below represent the Village's net position on the full accrual basis for the fiscal years ending June 30, 2018 and June 30, 2017.

	2018	2017
<u>Assets</u>		
Cash, investments and receivables	\$ 9,813,604	\$ 9,351,028
Capital assets, net of depreciation	7,967,160	7,759,334
	17,780,764	17,110,362
 <u>Liabilities</u>		
Payables and other current obligations	491,414	263,929
Long term obligations*	1,339,022	1,388,160
	1,830,436	1,652,089
 <u>Net Position</u>		
Net investment in capital assets	7,967,160	7,759,334
Restricted for Safe Speed Program approved projects	262,218	-
Unrestricted net position	7,720,950	7,698,939
<u>Total Net Position</u>	15,950,328	15,458,273
<u>Total Deferred Inflows of Resources</u>	-	-
<u>Total Liabilities, Deferred Inflows of Resources and Net Position</u>	\$ 17,780,764	\$ 17,110,362

\*See Note 9.

**CHEVY CHASE VILLAGE, MARYLAND  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

The comparative data below present the change in the Village's Net Position resulting from governmental activities during the fiscal years ending June 30, 2018 and June 30, 2017.

**II. Change in Net Position  
(including Revenues and Expenses, on a full accrual basis - see page 12)**

	Governmental Activities	
	2018	2017
Program revenues		
Charges for services (1)	1,192,395	1,313,253
Grants and contributions	292,556	292,949
	1,484,951	1,606,202
General revenues		
Property and income taxes		
levied for general purposes	3,439,741	3,708,202
<i>SafeSpeed</i> program investment earnings	5	1,093
Unrestricted investment earnings	62,612	36,344
	3,502,358	3,745,639
Total revenues	4,987,309	5,351,841
Expenses		
Police and communications	2,279,620	2,377,666
Public works, parks, and recreation	1,275,457	1,204,689
Administration and special projects	946,902	1,032,315
Total expenses	4,501,979	4,614,670
Gain/(Loss) - See Note 9 re: Wynne case	6,725	(76,913)
Change in net position (2)	492,055	660,258
Net position, beginning of year	15,458,273	14,798,015
Net position, end of year	15,950,328	15,458,273

(1) Includes *SafeSpeed* citations

(2) Change in net position equals total revenues minus total expenses plus/minus gains/losses.

**CHEVY CHASE VILLAGE, MARYLAND  
MANAGEMENT’S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

**III. Fund Accounting and Budgeting**

The Village uses a General Fund and a Special Revenue Fund. The General Fund is the tax-based operating fund for Chevy Chase Village and is available for spending at the Village’s discretion. The Special Revenue Fund derives its income from the *SafeSpeed Program* and, consequently, those funds are restricted to expenditures and capital improvements that relate to public safety.

Each fund is controlled by an annual budget that is adopted by the Board of Managers in April. Budgetary comparison statements have been provided for these funds. The budget-to-actual comparisons are presented by department on pages 37 through 44. A summary comparison of General and Special Revenue Funds – budget vs. actual is shown below:

**Schedule of Revenue and Expenditures - Budget and Actual  
(Modified Accrual Basis - General and Special Revenue Funds)**

	Final Budget	Actual	Variance Positive / (Negative)
Revenue	\$ 4,791,757	\$ 4,842,542	\$ 50,785
Expenditures	5,516,557	4,703,880	812,677
Excess of revenue over expenditures	\$ (724,800)	\$ 138,662	\$ 863,462

**IV. Management’s Discussion**

The Village continues to enjoy a strong financial position. The Village has substantial reserves (\$8.693m), enough to cover approximately 1.84 times budgeted operating expenses for FY2019. In recent years the Village has benefited from income received through the *SafeSpeed Program*, a photo-speed enforcement program along Connecticut Avenue. These funds have been used for the operation of this program as well as public safety-related expenses. Even though tax revenues were higher than expected in FY 2018, the Village’s management team continues to be judicious in its expenditures and will continue to do so going forward. The following sections explain the Village’s accomplishments, issues and plans for fiscal 2019 and beyond.

**CHEVY CHASE VILLAGE, MARYLAND  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

General Fund Operations

Tax Revenues

The Village is dependent on state income tax collections and real property assessments to provide the primary funding for regular Village operations. These sources of revenue, which are beyond the Village's direct control, are quite variable, especially the income tax portion of the tax revenues. The Village maintained the constant yield real estate tax rate as estimated by the State of Maryland at \$.082 per \$100 of assessed property value. By adopting the constant yield tax rate, this enabled the Village's real estate tax collections to remain relatively constant from the previous fiscal year.

Income tax revenues are much more variable than the property taxes. While the property tax base is relatively steady, the income tax revenues are affected by the tax liability of Village residents and can also be largely affected as high-earning residents move into and out of the Village. Income tax revenues in fiscal 2018 were 4%, or \$88,957 higher than the budgeted amount.

Income tax revenues for fiscal 2019 are budgeted at \$2,200,000 or approximately 4% lower than fiscal 2018's actual receipts, in an effort to maintain a conservative projection, and to account for the effects of the Wynne case (a further explanation of this case can be found on pages 9 and 10), whereby certain Maryland income tax filers can potentially offset their county tax revenue if they also earn income that is taxed by other states.

Overall General and Special Revenue Funds Revenues

The general and special revenue funds' budget projected total revenues of \$4,791,757. The Village received \$50,785 more than projected attributable to the above-outlined increase in income tax revenue on a cash basis.

**CHEVY CHASE VILLAGE, MARYLAND  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

SafeSpeed Program

The Village has maintained a *SafeSpeed* Program (photo speed enforcement) since fiscal 2008. The fines collected in fiscal 2018, including fines for current and delinquent citations and accrued interest, were \$957,570, which is 11.6% lower than fiscal 2017. This continued the downward trend in revenue associated with this program; however, the program achieved a net revenue of approximately \$265,757 after deducting \$691,813 in direct operating expenses.

In FY 2014, the Village Board decided to use *SafeSpeed* funds to directly fund the Village's public safety expenditures. This decision was made because the use of *SafeSpeed* revenues and reserves is restricted to public safety expenditures, while the general income and reserves can be used for any authorized governmental expenditure.

If the Village no longer received revenues through the *SafeSpeed* Program, the Village's general funds budget could incur up to \$300,000 in additional public safety-related expenses currently allocated to the Special Revenue Fund. This amount has been refined to more accurately reflect current direct expenses related to the program.

Overall Expenses

The Village's overall operating expenses came in 16% below budget for FY 2018. This was due to a couple of unfilled employee positions through most of the year, lower than budgeted legal expenses for the year, and conservative spending by Village management. Special and Capital Projects (including General and Special Revenue funds) came in under budget by \$27,752 with actual expenses for certain projects and Public Safety technology, coming in below budget.

Budget Modifications During FY2018

The budget for the fiscal year is approved at the Village's Annual Meeting held on the third Monday in the preceding April. As the fiscal year progresses, the budget may be modified by the Board of Managers due to unforeseen events. Below are budget modifications approved by the Board of Managers during fiscal year 2018:

Chevy Chase Historical Society Relocation Project (expense)	\$ 15,000
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**Reallocations:**

From various operating and capital projects categories to Brookville Road Park Development	\$ 55,000
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**CHEVY CHASE VILLAGE, MARYLAND  
MANAGEMENT’S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

Capital Assets

The Village’s Total Net Position at June 30, 2018 totaled \$15,946,359. This includes capital assets, net of accumulated depreciation. At June 30, 2018, there was no debt associated with the capital assets. Capital assets include property, buildings and improvements, furniture, infrastructure and equipment and vehicles. An asset is capitalized if it has a cost in excess of \$5,000 and a useful life greater than one year. Refer to Note 6 for a detailed schedule of capital assets and related depreciation.

The overall increase in net position in fiscal 2018 primarily reflects the Village’s investment in its infrastructure and vehicles.

Major capital asset additions during the year ended June 30, 2018 include the following:

Brookville Road Park Redevelopment and Dog Park	\$	121,430
Street rehabilitation		102,436
Public Works yard fence		31,060
Sidewalk replacement buffer area		136,964
Public Works Vehicles and Equipment		152,819

Next Year

The costs of general and *SafeSpeed* operations in fiscal year 2019 are expected to be \$4,540,215. Based on the budget initially approved by the Board of Managers, the costs of Capital Projects are expected to be \$189,500. Revenues are also budgeted at \$3,667,924 for general operations and \$1,012,500 for *SafeSpeed* operations, for a total revenue budget of \$4,680,424. Revenues received through income taxes are expected to continue to serve as the Village’s primary source of revenue. While the income tax receipts in fiscal 2018 were encouraging in that we still maintained above budget revenues, it is impossible to predict upcoming income tax revenues with any certainty, so restraining on-going expenditures will continue to be a high priority.

In 2016, the State of Maryland lost the Maryland Comptroller vs. Wynne case in the United States Supreme Court by a 5-4 vote. As a result, the State of Maryland must not only allow credits for out-of-state taxes paid by businesses or non-passive 1099 self-employed individuals, but must also allow for the county and local tax credits as well which the state was not previously doing. The full impact of this ruling to the Village is not completely known as of now; however, there will be a liability owed by the Village to the State of Maryland for the payment of protective claims dating back up to six years, payment for refiled claims dating back three years and an almost certain reduction in core income tax revenue going forward. The reimbursement due by the Village to the State for claims related to the adjustment of prior years’ taxes will be paid over a period of five years, starting May 2019. The current liability as of June 30, 2018 is \$966,752. The liability will be paid over twenty quarterly installments.

**CHEVY CHASE VILLAGE, MARYLAND  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
JUNE 30, 2018**

The Village is pursuing a few Capital Projects in fiscal 2018 including the continued maintenance of Village streets and sidewalks, the potential for the acquisition of new public safety technology and equipment, programmed vehicle and equipment replacements, and design and planning for a municipal storm drain project.

**V. Accounting Methods: Full vs. Modified Accrual**

In accordance with the financial reporting standards for governments, the Village reports its financial condition and the results of its operations in two formats. The full-accrual format reports, the Statement of Net Position and the Statement of Activities, are found on pages 11 and 12. The modified accrual format presents the Balance Sheet and the Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Funds on pages 13 and 14. The differences between the reports arise primarily as a result of the treatment of fixed assets, long-term debt, revenue recognition and certain expenses. The two formats are reconciled and the differences are explained in the reconciliations to the right of the statements.

The Notes to Financial Statements provide additional information that is essential to a full understanding of the data provided in the financial statements. The Notes to Financial Statements are an integral part of the basic financial statements and can be found on pages 17 through 36.

**VI. Other Information**

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the Village's finances and to show the Village's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Village Manager at 5906 Connecticut Avenue, Chevy Chase, Maryland 20815.

**CHEVY CHASE VILLAGE, MARYLAND**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2018**

	Governmental Activities
<b>ASSETS</b>	
Current Assets	
Cash and cash equivalents - unrestricted	\$ 4,659,879
Cash and cash equivalents - restricted	482,893
Investments	3,760,004
Amounts due from other governments	609,326
Accounts receivable, net of allowances	301,502
Total Current Assets	9,813,604
Noncurrent Assets	
Long-term receivable	-
Net capital assets	7,967,160
Total Noncurrent Assets	7,967,160
<b>TOTAL ASSETS</b>	<b>17,780,764</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	<b>-</b>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<b>\$ 17,780,764</b>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts payable and accrued expenses	\$ 434,932
Amounts held in escrow and deposit	8,144
Current portion of Due to State	48,338
Total Current Liabilities	491,414
Noncurrent Liabilities	
Compensated absences	420,608
Due to State - see Note 9	918,414
Total Noncurrent Liabilities	1,339,022
<b>TOTAL LIABILITIES</b>	<b>1,830,436</b>
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<b>-</b>
<b>NET POSITION</b>	
Net investment in capital assets	7,967,160
Restricted	
Safe Speed Program - public safety	262,218
Unrestricted	7,720,950
<b>TOTAL NET POSITION</b>	<b>15,950,328</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION</b>	<b>\$ 17,780,764</b>

The accompanying notes to these financial statements are an integral part of these statements.

**CHEVY CHASE VILLAGE, MARYLAND  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2018**

Functions/Programs	Expenses	Program Revenues			Net (Expense)
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Changes in Net Position
					Primary Government Governmental Activities
Primary Government Governmental Activities:					
Administration	\$ 946,902	\$ 217,150	\$ 100,524	\$ -	\$ (629,228)
Public safety	1,913,736	975,245	111,149	-	(827,342)
Public works	945,041	-	68,389	12,494	(864,158)
Communications	365,884	-	-	-	(365,884)
Facilities, infrastructure, and equipment	330,416	-	-	-	(330,416)
<b>Total Governmental Activities</b>	<b>4,501,979</b>	<b>1,192,395</b>	<b>280,062</b>	<b>12,494</b>	<b>(3,017,028)</b>
<b>Total Primary Government</b>	<b>\$ 4,501,979</b>	<b>\$ 1,192,395</b>	<b>\$ 280,062</b>	<b>\$ 12,494</b>	<b>\$ (3,017,028)</b>
			General revenues:		
			Taxes		
			Income taxes		2,416,044
			Property taxes		1,023,697
			Interest and investment earnings		62,617
			<b>Total General Revenues</b>		<b>3,502,358</b>
			Gain - see Note 9		6,725
			Change in Net Position		492,055
			Net Position, beginning of year		15,458,273
			Net Position, end of year		<b>\$ 15,950,328</b>

The accompanying notes to these financial statements are an integral part of these statements.

**CHEVY CHASE VILLAGE, MARYLAND  
BALANCE SHEET - GOVERNMENTAL FUNDS  
JUNE 30, 2018**

	General Fund	Special Revenue Fund	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents - unrestricted	\$ 4,659,879	\$ -	\$ 4,659,879
Cash and cash equivalents - restricted	-	482,893	482,893
Investments	3,759,641	363	3,760,004
Due from other funds	193,806	-	193,806
Amounts due from other governments	609,326	-	609,326
Accounts receivable, net of allowances	11,381	272,441	283,822
<b>TOTAL ASSETS</b>	<u>9,234,033</u>	<u>755,697</u>	<u>9,989,730</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<u>\$ 9,234,033</u>	<u>\$ 755,697</u>	<u>\$ 9,989,730</u>
<b>LIABILITIES</b>			
Accounts payable and accrued expenses	\$ 181,726	\$ 253,206	\$ 434,932
Amounts held in escrow	8,144	-	8,144
Due to other funds	-	193,806	193,806
<b>TOTAL LIABILITIES</b>	<u>189,870</u>	<u>447,012</u>	<u>636,882</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<u>609,326</u>	<u>46,467</u>	<u>655,793</u>
<b>FUND BALANCES</b>			
Restricted - Safe Speed Program - public safety	-	262,218	262,218
Unassigned	8,434,837	-	8,434,837
<b>TOTAL FUND BALANCES</b>	<u>8,434,837</u>	<u>262,218</u>	<u>8,697,055</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<u>\$ 9,234,033</u>	<u>\$ 755,697</u>	<u>\$ 9,989,730</u>

**RECONCILIATION OF TOTAL GOVERNMENTAL  
FUND BALANCE TO NET POSITION OF  
GOVERNMENTAL ACTIVITIES  
JUNE 30, 2018**

<i>Total Governmental Fund Balances</i>	\$ 8,697,055
Long-term liabilities, including compensated absences, are not due and payable in the current period and therefore are not reported in the funds.	(1,387,360)
Receivables pertaining to revenue that is not available in accordance with modified accrual accounting are reported as deferred inflows of resources in the funds.	673,473
Capital assets used in governmental activities are not financial resources and therefore are not reported on the funds.	<u>7,967,160</u>
<i>Net Position of Governmental Activities</i>	<u>\$ 15,950,328</u>

The accompanying notes to these financial statements are an integral part of these statements.

**CHEVY CHASE VILLAGE, MARYLAND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2018**

	General Fund	Special Revenue Fund	Total Governmental Funds
<b>Revenues</b>			
Taxes	\$ 3,312,654	\$ -	\$ 3,312,654
Safe speed citations	-	957,565	957,565
Intergovernmental	280,062	-	280,062
Fees, licenses, and permits	55,676	-	55,676
Rents	90,134	-	90,134
Interest income	62,612	5	62,617
WSSC reimbursement	12,494	-	12,494
Miscellaneous	71,340	-	71,340
<b>Total Revenues</b>	<u>3,884,972</u>	<u>957,570</u>	<u>4,842,542</u>
<b>Expenditures</b>			
Administration	703,238	1,716	704,954
Public safety	1,198,808	690,097	1,888,905
Public works	896,632	-	896,632
Communications	380,024	-	380,024
Facilities, infrastructure, and equipment	285,117	-	285,117
Capital outlay	544,709	3,539	548,248
<b>Total Expenditures</b>	<u>4,008,528</u>	<u>695,352</u>	<u>4,703,880</u>
<b>Excess (deficiency) of revenues over expenditures</b>	(123,556)	262,218	138,662
<b>Other financing sources (uses)</b>			
Transfers	-	-	-
<b>Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses</b>	(123,556)	262,218	138,662
<b>Fund balance, beginning of year</b>	<u>8,558,393</u>	<u>-</u>	<u>8,558,393</u>
<b>Fund balance, end of year</b>	<u>\$ 8,434,837</u>	<u>\$ 262,218</u>	<u>\$ 8,697,055</u>

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2018**

<i>Net Change in Fund Balances - Total Governmental Funds</i>	\$ 138,662
Increases in Safe Speed Program uncollected revenues do not use current financial resources and are not reported as revenue in the funds.	17,680
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.	207,826
Changes in deferred inflows of resources relating to income taxes do not use current financial resources and are not reported as revenue in the funds.	127,087
Difference between accrual and modified accrual in accounting for compensated absences.	(5,925)
Contingency loss pertains to a long-term payable which is not due in the current period and is not recognized in the funds.	<u>6,725</u>
<i>Change in Net Position of Governmental Activities</i>	<u>\$ 492,055</u>

The accompanying notes to these financial statements are an integral part of these statements.

**CHEVY CHASE VILLAGE, MARYLAND  
STATEMENT OF FIDUCIARY NET POSITION  
DEFERRED COMPENSATION TRUST FUND  
FOR THE YEAR ENDED JUNE 30, 2018**

<b>ASSETS</b>	
Cash and cash equivalents	\$ -
Investments, at fair value (Note 7)	2,762,848
Due from other funds	-
Total assets	<u>2,762,848</u>
 <b>DEFERRED OUTFLOWS OF RESOURCES</b>	
	<u>-</u>
 <b>LIABILITIES</b>	
Accounts payable	-
Total liabilities	<u>-</u>
 <b>DEFERRED INFLOWS OF RESOURCES</b>	
	<u>-</u>
 <b>NET POSITION</b>	
Held in trust for retirement benefit	2,762,848
Total net position	<u>\$ 2,762,848</u>

The accompanying notes to these financial statements are an integral part of these statements.

**CHEVY CHASE VILLAGE, MARYLAND**  
**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**  
**DEFERRED COMPENSATION TRUST FUND**  
**FOR THE YEAR ENDED JUNE 30, 2018**

**ADDITIONS**

Contributions	
Employer	\$ 204,063
Plan member	-
Total contributions	<u>204,063</u>
Investment Income	
Net increase in fair value of investments	<u>242,814</u>
Net investment income	<u>242,814</u>
Total additions	446,877

**DEDUCTIONS**

Distributions	-
Administrative expenses	<u>-</u>
	<u>-</u>
<b>Net increase</b>	446,877
<b>Net position held in trust for retirement benefits, beginning of year</b>	<u>2,315,971</u>
<b>Net position held in trust for retirement benefits, end of year</b>	<u>\$ 2,762,848</u>

The accompanying notes to these financial statements are an integral part of these statements.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

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

**Financial Reporting Entity**

Chevy Chase Village, Maryland (the “Village”) was established as a special taxing area in 1914 and incorporated in 1954. Since inception, the Village has operated under the Council-Manager form of government. Services provided include general government, public safety, public works, parks and recreation, and the Village building.

The accounting policies of Chevy Chase Village conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant policies.

In evaluating how to define Chevy Chase Village, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set by the Governmental Accounting Standards Board. Component units are legally separate organizations for which the elected officials of the Village are financially accountable and a financial benefit or burden relationship exists. In addition, component units can be other organizations for which the nature and significance of their relationship with the Village are such that exclusion would cause the Village’s financial statements to be misleading. Based upon the application of criteria set by the Governmental Accounting Standards Board, there are no separate component units of the Village.

**Basis of Presentation – Fund Accounting**

The accounting system is organized and operated on a fund basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The Village’s funds are grouped into two broad fund categories.

The Village’s governmental funds include the General Fund and the Special Revenue Fund. The General Fund is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. The Special Revenue Fund is used to account for all financial resources pertaining to the Village’s *SafeSpeed* program.

The Village currently has one Fiduciary Fund. The Deferred Compensation Trust Fund is used to account for defined contribution plan assets as to which the Village serves in a fiduciary capacity.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

**Basis of Accounting**

**Government-Wide Financial Statements (pages 11 – 12)**

The statement of net position and the statement of activities display information about the Village, the primary government, as a whole. These statements distinguish between activities that are governmental and those that are considered business-type activities. The Village has no business-type activities.

The government-wide statements are prepared using the economic resources measurement focus and the accrual basis of accounting including the reclassification or elimination of internal activity (between or within funds). This is the same approach used in the preparation of proprietary fund financial statements, if any, but differs from the manner in which governmental fund financial statements are prepared. Therefore, governmental fund financial statements include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

The government-wide statement of activities presents a comparison between expenses and program revenues for each segment of the business-type activities of the Village, if any, and for each governmental program. Direct expenses are those that are specifically associated with a service, program or department and are therefore clearly identifiable to a particular function. Indirect costs may be allocated to programs. When both restricted and unrestricted resources are available for use, it is the Village's policy to use restricted resources first, then unrestricted resources as needed. Program revenues include charges paid by the recipients of the goods or services offered by the programs and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues which are not classified as program revenues are presented as general revenues. The comparison of program revenues and expenses identifies the extent to which each program or business segment is self-financing or draws from the general revenues of the Village. Net position should be reported as restricted when constraints placed on net position use are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

**Fund Financial Statements (pages 13 – 16)**

Separate financial statements are provided for governmental funds (General Fund and Special Revenue Fund), proprietary funds, if any, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds, if any, are reported as separate columns in the fund financial statements.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

Fund financial statements report detailed information about the Village. The focus of governmental and enterprise financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column.

**Governmental Funds**

Village activities pertaining to general government, public safety, public works, communication, facilities, infrastructure, parks and recreation and general administrative services are reported in the governmental funds. All governmental funds are accounted for using modified accrual basis of accounting and the current financial resources measurement focus. Under this basis revenues are recognized in the accounting period in which they become measurable and available. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable. The major governmental funds are:

- General Fund – This is the Village’s primary operating fund. It is used to account for all financial resources except for those required to be accounted for in another fund.
- Special Revenue Fund – This fund is used to account for all financial resources pertaining to the Village’s *SafeSpeed* program.

**Fiduciary Fund – Deferred Compensation Trust Fund**

The Village currently has one Fiduciary Fund. The Deferred Compensation Trust Fund is used to account for defined contribution plan assets as to which the Village serves in a fiduciary capacity.

**Revenue Recognition**

In applying the susceptible to accrual concept under the modified accrual basis, the following revenue sources are deemed both measurable and available (i.e. collectible within the current year or within two months of year-end and available to pay obligations of the current period). These include property taxes, investment earnings, charges for services and intergovernmental revenues. Those income taxes that are both measurable and available are recognized as revenue.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

Some revenues, though measurable, are not available soon enough in the subsequent year to finance current period obligations. Therefore, some revenues (including a portion of income taxes) are recorded as receivables and deferred inflows of resources. *SafeSpeed* camera revenues are recognized as revenue when received.

Other revenues, including licenses and permits, certain charges for services, and miscellaneous revenues, are also recorded as revenue when received in cash because they are generally not measurable until actually received.

**Expenditure Recognition**

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Most expenditures are measurable and are recorded when the related fund liability is incurred. However, principal and interest on long-term debt, which has not matured, are recognized when paid.

Allocations of costs, such as depreciation and amortization, are not recognized in the governmental activities.

**Cash and Cash Equivalents**

The Village's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition, excluding investments in the State of Maryland Local Government Investment Pool.

**Investments**

Investments held at June 30, 2018 with original maturities greater than one year are stated at fair value. Fair value is estimated based on quoted market prices at year-end. All investments not required to be reported at fair value are stated at cost or amortized cost.

**Accounts Receivable – Net of Allowances (Special Revenue Fund)**

Receivables at June 30, 2018 consist of *SafeSpeed* camera citations totaling \$600,707. The Village recognizes an allowance for doubtful accounts to ensure that speed camera receivables are not overstated due to uncollectability. At June 30, 2018, the allowance for doubtful accounts in the special revenue fund is \$328,266. The resulting accounts receivable – net of allowances at June 30, 2018 is \$272,441.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

**Inventory of Supplies**

Inventories are stated at cost, on the first-in, first-out basis. The costs of inventory items are recorded as expenditures in the governmental type funds and expenses in the proprietary type funds when used.

**Capital Assets and Depreciation**

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. General capital assets are long-lived assets of the Village as a whole with an acquisition cost or donated value of \$5,000 or more. When purchased, such assets are recorded as expenditures in the governmental funds and capitalized. Infrastructure such as roads, curbs and gutters, streets, sidewalks, drainage systems and lighting systems are capitalized. The valuation bases for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement cost. Donated capital assets are capitalized at estimated fair market value on the date donated. Intangible assets are recognized if they are identifiable, and amortized over their useful lives if they do not have indefinite useful lives.

Depreciation of capital assets is computed and recorded by the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows: buildings, 40 years; improvements/infrastructure, 40 years; vehicles and equipment, 3 to 8 years; furniture and equipment, 8 years.

**Restricted Reserves**

The Village generally uses restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

**Interest Expense**

Interest is expensed as incurred except when interest is incurred during the construction period and is capitalized as part of the cost of the asset.

**Post-Employment Benefits**

The Village does not provide any post-employment benefits to its employees.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

**Deferred Outflows and Inflows of Resources**

A deferred outflow of resources represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. Likewise, a deferred inflow of resources represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

As of June 30, 2018, the balance of deferred inflows of resources consisted of income taxes in the general fund of \$609,326 and *SafeSpeed* camera citations in the special revenue fund of \$46,467.

**Local Tax Reserve Fund**

At June 30, 2018, the Village was advised by the State of Maryland that \$609,326 of the Local Tax Reserve Fund was allocable to the Village. The Village recorded receivable and deferred inflows of resources in the amount of \$609,326 in the fund financial statements. The change in this amount has been reflected as income tax revenue in the government-wide financial statements in accordance with full accrual accounting.

**Compensated Absences**

The Village allows employees to accumulate unused vacation and compensatory (earned in lieu of overtime payout) hours that is payable to the employee at retirement or termination. The Village also allows employees to accumulate sick leave for future use or for payment upon retirement at the rate of one hour for every three hours of accumulated sick leave.

Vested or accumulated vacation, compensatory time, and sick leave are accrued when earned by the employee and a liability is recorded in the government-wide financial statements. At June 30, 2018, the liability to Village employees for accrued annual, compensatory and sick leave was \$420,608 based on the wage rates in effect during the fiscal year.

**Estimates**

Management uses estimates and assumptions in preparing financial statements in accordance with accounting principles generally accepted in the United States of America. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities and the reported revenues, expenditures and expenses. Actual results could vary from the estimates that were used.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

**Equity Classifications**

Equity is classified as net position and is displayed in three components:

*Net investment in capital assets* – Consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, notes, or other borrowings, and reduced or increased by deferred inflows and outflows attributable to the acquisition, construction or improvement of those assets.

*Restricted net position* – Consists of net position with constraints placed on their use either by 1) external groups, such as creditors, grantors, contributors, or laws or regulations of other governments; or 2) law through constitutional provisions or enabling legislation and are reduced by liabilities and deferred inflows of resources related to those constraints.

*Unrestricted net position* – consist of net position that does not meet the definition of “restricted” or “net investment in capital assets.”

When both restricted and unrestricted resources are available for use, it is the Village’s policy to use restricted resources first and then unrestricted resources as needed.

**Governmental Fund Balances**

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

1. Non-Spendable Fund Balance – amounts that cannot be spent either because they are in a non-spendable form or because they are legally or contractually required to be maintained intact.
2. Restricted Fund Balance – amounts that can be spent only for specific purposes because of restrictions imposed externally by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or imposed by the Village Charter, Village Code or enabling legislation.
3. Committed Fund Balance – amounts that can be used only for specific purposes determined by a formal action by Village Council, the Village’s highest level of decision-making authority, ordinance or resolution.
4. Assigned Fund Balance – amounts that are constrained by the Village’s intent that they will be used for specific purposes but are neither restricted nor committed. Pursuant to the Village Charter, the Village Manager and the Village council are authorized to assign amounts for specific purposes.
5. Unassigned Fund Balance – all amounts not included in other spendable classifications.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

The Village considers restricted fund balances to be spent for governmental expenditures first when both restricted and unrestricted resources are available. The Village also considers committed fund balances to be spent first when other unrestricted fund balance classifications are available for use.

**NOTE 2 – COMPLIANCE AND ACCOUNTABILITY**

**Budget Requirements, Accounting, and Reporting**

**Requirements for all funds:**

The Village prepares an annual operating budget, on a modified accrual basis for all Village funds, consistent with generally accepted accounting principles. The Board of Managers may subsequently amend the budget. The budget was amended during fiscal year 2018. For day-to-day management control, expenditures may not exceed budget at the department level.

**NOTE 3 – DEPOSITS AND INVESTMENTS**

**Deposit Policies**

The Village is authorized to invest in certificates of deposit, repurchase agreements, passbooks, banker's acceptance, and other available bank investments. By arrangement with the banks, the Village's deposits in excess of the FDIC insured limit are collateralized at 102% by investments in U.S. Treasuries. The Village has contractual arrangements with the banks for funds to be transferred daily from investment in a repurchase agreement to cover checks as presented. For the Village's repurchase agreements, collateralization is provided at the rate of 102% by investments in a combination of U.S. Treasuries, FNMA and FHLMC mortgage backed securities held by the bank in the Village's name.

The Village's deposits are insured by FDIC or secured by a surety bond or collateralized with securities held by the Village, its agent, or by the pledging financial institution's trust department or agent in the name of the Village.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 3 – DEPOSITS AND INVESTMENTS - continued**

**Deposits**

**Custodial credit risk** for deposits is the risk that in the event of a bank failure, the Village's deposits may not be returned or the Village will not be able to recover collateral securities in the possession of an outside party. The Village's policy requires deposits to be insured by FDIC, and balances exceeding FDIC limits be secured by a surety bond or collateral valued at 102 percent of principal and accrued interest. Collateral is to be held by the Village, its agent, or by the pledging institution's trust department or agent in the name of the Village.

At year-end, the carrying amounts of the Village's deposits were \$5,142,773 (\$4,659,879 unrestricted and \$482,894 restricted) and the bank balances totaled \$5,317,864. Of the bank balances, the entire amount was either insured by Federal Depository Insurance Corporation (FDIC), or balances exceeding FDIC limits are secured by a surety bond or collateral valued at 102 percent of principal and accrued interest. Collateral is to be held by the Village, its agent, or by the pledging institution's trust department or agent in the name of the Village. At year end, the Village's bank balances were not exposed to any custodial credit risk because all deposits were fully collateralized.

**Investment Policies**

**Credit Risk** is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Village policy does not allow investments in commercial paper or corporate bonds, except under state law in the state investment pool.

**Interest Rate Risk** is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments held for longer periods are subject to increased risk of adverse interest rate changes. The Village's policy provides that investments generally be limited to those with maturities of two years or less.

**Concentration of Credit Risk** is the risk of loss attributed to the magnitude of the Village's investment in a single issuer. Village policy states that, except for obligations of the United States, Village investment funds in any one qualifying institution shall not exceed the lesser of one million dollars or one half of the total of Village funds. Village policy also allows a maximum of \$1,500,000 to be invested in MLGIP.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 3 – DEPOSITS AND INVESTMENTS – continued**

For investments, **custodial credit risk** is the risk that, in the event of the failure of the counterparty, the Village will not be able to recover the value of its investments or collateral securities in the possession of an outside party. At June 30, 2018, all of the Village's investments were insured or registered, invested in US Treasury securities, invested in MLGIP, or were collateralized by US securities which were held by the Village's agent in the Village's name.

Generally, the Village's investing activities are managed by the Village manager with approval by the Board of Managers. Investing is performed in accordance with investment policies adopted by the board of managers complying with State Statutes and the Village Charter. The Village funds may be invested in:

- the Maryland Local Government Investment Pool (MLGIP)
- repurchase agreements collateralized by U.S. Treasury securities
- U.S. Government Agency and U.S. Government-sponsored instrumentalities
- secured certificates of deposit issued by Maryland banks
- money market funds whose portfolio is operated consistent with the SEC rule 2a-7 and that invest only in obligations that a federal agency or instrumentality issues

For additional information on the Village's deposit and investment policies, please visit the Village website (<https://www.chevychasevillagemd.gov/>) or contact the Village office.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 3 – DEPOSITS AND INVESTMENTS – continued**

**Investments**

At June 30, 2018, the Village had the following investments:

<u>Types of Investments</u>	<u>Fair Value/ Carrying Amount</u>	<u>Cost</u>	<u>Average Credit Quality/ Ratings</u>
MLGIP - unrestricted	\$ 1,232,380	\$ 1,232,380	AAAm
MLGIP - restricted	362	362	AAAm
 Total MLGIP	 1,232,742	 1,232,742	
Certificates of Deposit issued by:			
BB&T Bank	523,961	523,961	N/A
Congressional Bank	250,000	250,000	N/A
Hamilton Bank	250,000	250,000	N/A
Frederick County Bank	250,000	250,000	N/A
First National Bank/Cetera	250,029	250,029	N/A
Rosedale Bank	250,000	250,000	N/A
Monument Bank	250,000	250,000	N/A
First National Bank	250,000	250,000	N/A
SunTrust Bank	250,000	250,000	N/A
 Total Certificates of Deposit	 2,523,990	 2,523,990	
 Money Market	 3,144	 3,144	
	<u>\$ 3,759,876</u>	<u>\$ 3,759,876</u>	
The Village also serves in a fiduciary capacity for the following funds:			
Deferred Compensation Trust Fund - mutual funds	<u>\$ 2,762,848</u>	<u>\$ 2,762,848</u>	N/A

Note: Ratings are provided where applicable to indicate associated Credit Risk.  
N/A indicates not applicable.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 4 – RECEIVABLES**

Accounts receivable are comprised of the following as of June 30, 2018:

Income taxes	\$ 609,326
Other receivables	11,381
Safe Speed Program	<u>272,441</u>
Total	<u><u>\$ 893,148</u></u>

**NOTE 5 – PROPERTY TAX**

The Board of Managers holds an annual public hearing no later than May 31, for the residents to voice their opinion on the proposed real and personal property tax rates and annual budget. After the hearing, the board sets the tax rate by ordinance by May 31. Montgomery County (the County) tax offices are informed of the approved rate and County tax bills have these amounts included on them. Property taxes are levied as of July 1, on property values as of the same date. The rates of levy cannot exceed the constant yield tax rate without public notice and only after public hearings as determined by the Maryland Department of Assessments and Taxation. Village residents pay all property taxes directly to the County. The County then forwards all payments made to the Village office. When taxes are overdue, a lien is placed against the property. The Village believes all property taxes to be fully collectible and makes no allowance for uncollectible property taxes. The Village's real property and personal property tax rates for the year ended June 30, 2018 was \$.0807 per \$100 of assessed value and \$.66 per \$100 of assessed value respectively.

During the year ended June 30, 2018, the Village received \$129,200 in personal property taxes and \$894,497 in real property taxes.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 6 – CAPITAL ASSETS AND DEPRECIATION**

Capital asset activity for the year ended June 30, 2018 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Not being depreciated:				
Brookville land	\$ 313,891	\$ -	\$ -	\$ 313,891
Subtotal	313,891	-	-	313,891
Depreciable capital assets:				
Street and sidewalk improvements	6,066,149	391,890	-	6,458,039
Village building and improvements	3,096,410	-	-	3,096,410
Furniture and fixtures	300,883	-	-	300,883
Vehicles and equipment	1,374,504	156,358	-	1,530,862
Subtotal	10,837,946	548,248	-	11,386,194
Total capital assets	11,151,837	548,248	-	11,700,085
Accumulated depreciation:				
Street and sidewalk improvements	625,897	156,992	-	782,889
Village building and improvements	1,498,034	60,418	-	1,558,452
Furniture and fixtures	326,935	10,587	-	337,522
Vehicles and equipment	941,637	112,425	-	1,054,062
Subtotal, accumulated depreciation	3,392,503	340,422	-	3,732,925
Net capital assets	\$ 7,759,334	\$ 207,826	\$ -	\$ 7,967,160

Depreciation was charged to functions as follows:

Government activities:	
General government	\$ 233,091
Recreation and culture	45,299
Public works	44,132
Public safety	17,900
Total government activities depreciation expense	<u>\$ 340,422</u>

As of June 30, 2018, there were no material construction commitments.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 7 – DEFINED CONTRIBUTION PLAN (pages 15-16)**

The Board of Managers established a trust-administered, single employer, defined contribution plan effective May 15, 1964, for eligible employees. The plan administrator is the International City/County Management Association Retirement Corporation (ICMA-RC).

Employees become eligible participants of the defined contribution plan after completing 12 months of employment in which at minimum of 1,000 hours has been worked and the employee is at least 21 years of age. The Village makes contributions equal to 10% of the active participants’ annual compensation to the plan.

The trustee held no securities of the Village on behalf of the defined contribution plan during or at the close of the fiscal year.

Non-vested portions of terminated participants’ account balances are applied to reduce the earliest employer contribution made after the forfeitures are determined. Active participants may make nondeductible voluntary contributions of up to 10% of their annual compensation to their account balance. Voluntary employee contributions are 100% vested and employer contributions vest at the following rate:

<u>Vesting Service</u>	<u>Vesting Percentage</u>
Less than 3 years	0
At least 3 but less than 4 years	20
At least 4 but less than 5 years	40
At least 5 but less than 6 years	60
At least 6 but less than 7 years	80
7 or more years	100

The plan defines a vesting year of service as one in which the employee works 2,000 or more hours. Total Village contributions were \$203,719 for the year ended June 30, 2018.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 8 – DEFERRED COMPENSATION PLAN**

The Village offers a deferred compensation plan created in accordance with Internal Revenue Service Code Section 457 to all its employees. The plan permits participating employees to defer a portion of their salary until future years. The deferred compensation is not available to employees or their beneficiaries until termination, retirement, death, or unforeseeable emergency. All amounts of compensation deferred under the plan, all property rights purchased with those amounts, and all income attributable to those amounts (until paid or made available to the employee or other beneficiary) shall be held in trust for the exclusive benefit of plan participants and their beneficiaries, and the assets cannot be diverted for any other purpose and are not included in the Village's financial statements. The plan is administered by the MassMutual Financial Group. Employee contributions to the plan for the year ended June 30, 2018 were \$41,050.

**NOTE 9 – COMPTROLLER OF THE TREASURY OF MARYLAND V. WYNNE**

In 2015, in *Comptroller of the Treasury of Maryland v. Wynne*, the Supreme Court invalidated a portion of Maryland's personal income tax scheme after determining that it inherently burdened the earnings of individuals who resided in one state but earned income in another.

In response, Maryland has enacted corrective legislation allowing a credit for Maryland residents against personal income tax for income taxed by other states. The Court had ruled that the failure of Maryland law to allow such a credit rendered Maryland's personal income tax scheme unconstitutional.

As of June 2018, the Comptroller's Office states that the fiscal impact of the ruling on the Village will be \$966,752 of refunds for prior years' taxes. Tax revenues will be reduced \$193,350 each year going forward.

The amount of refunds that must be returned to the State of Maryland has decreased by \$6,725 due to overallocation by the State and has been recorded as a gain on the Statement of Activities, which now totals \$966,752. This amount is reflected as a liability on the Statement of Net Position, as the Village will be required to start reimbursing the State in the fourth quarter of fiscal year 2019. The State will collect these funds by withholding \$48,338 of the Village's income tax distributions each quarter over a period of five years.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 9 – COMPTROLLER OF THE TREASURY OF MARYLAND V. WYNNE**

The changes in this liability are as follows:

	Balance June 30, 2017	Net Change During Year	Balance June 30, 2018	Amount Due Within 1 Year
State of Maryland	\$ 973,477	\$ (6,725)	\$ 966,752	\$ 48,338

The annual deductions will be as follows:

FY	Amount
2019	\$ 48,338
2020	193,350
2021	193,350
2022	193,350
2023	193,350
Thereafter	145,014
	<u>\$ 966,752</u>

**NOTE 10 – LONG-TERM LIABILITIES**

The Village’s only long-term liabilities relate to accrued sick leave, accrued vacation and accrued compensatory (generated in lieu of overtime) hours. The Village policy is to pay employees meeting certain eligibility requirements one hour wages for each three hours of accumulated sick leave. The following summarizes the changes in long-term liabilities for the year ended June 30, 2018.

<u>Compensated Absences</u>	<u>Balance July 1, 2017</u>	<u>Increase / (Decrease)</u>	<u>Balance June 30, 2018</u>	<u>Due within one year</u>
Accrued sick leave	\$ 227,102	\$ 4,861	\$ 231,963	\$ -
Accrued vacation	162,833	6,121	168,954	-
Accrued compensatory time	24,748	(5,057)	19,691	-
Total	<u>\$ 414,683</u>	<u>\$ 5,925</u>	<u>\$ 420,608</u>	<u>\$ -</u>

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 11 – CONCENTRATION OF REVENUES**

The Village derives most of its revenues from the citizens of the Village and from the *SafeSpeed* program. The Village is located in Montgomery County, Maryland.

**NOTE 12 – RISK MANAGEMENT**

The Village is exposed to various risks of loss related to torts, thefts of, damage to, and destruction of assets, errors and omissions, injuries to workers, and natural disasters.

The Village has an insurance agreement with the Local Government Insurance Trust (LGIT), a public entity risk pool. LGIT provides the Village's property, general, public officials' legal liability, punitive damage, and umbrella insurance coverages.

This is a total risk and cost sharing pool for all participants. In the event that the Trust's General Fund falls into a deficit that cannot be satisfied by transfers from the Trust's capital and surplus accounts, the Trustees shall determine a method to fund the deficit. The Trust agreement empowers the Trustees to assess an additional premium to each deficit-year participant. Debt issues could also be used to fund a deficit.

Premiums are charged to the Village's General Fund, with no provision made for claim liability in addition to premiums, unless an assessment is made by the Trust. There have been no assessments during the year ended June 30, 2018 and the amounts of settlements have not exceeded coverage for each of the past three years. During the year ended June 30, 2018 the Village paid premiums of \$39,440 to the Trust.

The Village is insured for worker's compensation through the Montgomery County Self-Insurance Program. Employees are bonded through commercial insurance carriers to limit the loss to the Village in the event of employee acts of embezzlement or theft.

**NOTE 13 – DEFERRED INFLOWS OF RESOURCES**

At June 30, 2018, Chevy Chase Village was advised by the State of Maryland that \$609,326 of the Local Income Tax Reserve Fund was allocable to Chevy Chase Village. The Village recorded receivable and deferred inflows of resources for this amount. The change in this unearned amount has been reflected as revenue in the entity-wide statements in accordance with full accrual accounting.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 14 – WESTERN GROVE PARK**

On August 12, 2002, the Village entered into a memorandum of understanding with Montgomery County (the “County”) and the Maryland-National Capital Park Planning Commissions (the “Commission”) for the purpose of acquiring property immediately adjacent to the Village. This property known as Western Grove Park (formerly referred to as the “Wohlfarth Property”) is to be maintained and operated as a public park. The Village committed to contributing \$1,250,000 to the cost of the acquisition, which totaled \$5,000,000. Approximately \$311,600 of that amount was provided by Program Open Space Funds which the Village received from the County. In addition to the \$200,000 paid in fiscal year 2003, the Village contributed \$100,000 per year through 2009 and the balance of \$38,495 was paid on July 15, 2010. The Village contributed just over \$350,000 toward developing the property into a park

The Commission and the Village finalized a management plan for the property. The property has been annexed by the Village, and the Village is responsible for municipal services to the property and the Commission handles park maintenance and operations.

The Village shall have the right of first refusal in the event that the County determines to sell all or a portion of the property. The purchase price would be 80% of the then current fair value of the property to be sold. In the event the Village does not exercise its right of first refusal and the County sells the land, the Village shall receive the greater of 20% of the proceeds or the amount of money it contributed to the acquisition of the property. A sale of part of the property would adjust the Village’s reimbursement proportionally to the fraction of the property sold.

**NOTE 15 – COMMITMENTS AND CONTINGENCIES**

**Grants**

The Village receives grants from time-to-time. Expenditures from certain grants are subject to audit by the grantor, and the Village is contingently liable to refund amounts received in excess of allowable expenditures. In the opinion of the Village’s management, no material refunds will be required as a result of disallowed expenditures.

**NOTE 16 – FUND BALANCE REPORTING**

Fund balances for the Village’s governmental funds consisted of the following as of June 30, 2018:

All fund balances in the general fund are unassigned. At June 30, 2018, this amount was \$8,434,837.

All fund balances in the special revenue fund are restricted. As of June 30, 2018, this amount was \$262,218.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 17 – SAFESPEED CAMERA REVENUES**

Senate Bill 277, “Vehicle Laws – Speed Monitoring Systems – Statewide Authorization and Use in Highway Work Zones,” was effective as of October 1, 2009. This law states:

“For any fiscal year, if the balance remaining from the fines collected by a political subdivision as a result of the violations enforced by speed monitoring systems, after the costs of implementing and administering the systems are recovered ..., is greater than 10% of the total revenues of the political subdivision for the fiscal year, the political subdivision shall remit any funds that exceed 10% of the total revenues to the Comptroller.”

As of June 30, 2018, the Village has determined that \$0 is due to the State Comptroller as a result of this law.

**CHEVY CHASE VILLAGE, MARYLAND**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2018**

**NOTE 18 – NEW ACCOUNTING PRONOUNCEMENTS**

The GASB has issued the following statements:

Statement No. 83, *Certain Asset Retirement Obligations*, issued November 2016, effective for financial statements for fiscal years beginning after June 15, 2018.

Statement No. 84, *Fiduciary Activities*, issued January 2018, effective for financial statements for fiscal years beginning after December 15, 2018.

Statement No. 85, *Omnibus 2018*, issued March 2018, effective for financial statements for fiscal years beginning after June 15, 2018.

Statement No. 86, *Certain Debt Extinguishment Issues*, issued May 2018, effective for financial statements for fiscal years beginning after June 15, 2018.

Statement No. 87, *Leases*, issued June 2018, effective for financial statements for fiscal years beginning after December 15, 2019.

Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, issued April 2018, effective for reporting periods beginning after June 15, 2018.

Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, issued June 2018, effective for reporting periods beginning after December 15, 2019.

The Village will implement these statements as necessary as of their effective dates. While the Village is still in the process of determining the effect of implementing these GASB statements, they are not expected to have a material effect on the financial position of the Village.

**CHEVY CHASE VILLAGE, MARYLAND  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF REVENUES AND EXPENDITURES - UNAUDITED  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2018**

	<b>General Fund and Special Revenue Fund</b>		<b>Actual</b>	<b>Variance</b>
	<u>Original Budget</u>	<u>Final Budget</u>		
<b>Revenues</b>				
Taxes	\$ 3,160,500	\$ 3,160,500	\$ 3,312,654	\$ 152,154
SafeSpeed citations	1,162,500	1,162,500	957,570	(204,930)
Intergovernmental	278,000	278,000	280,062	2,062
Interest income	15,000	15,000	62,612	47,612
WSSC reimbursement	-	-	12,494	12,494
Miscellaneous	175,757	175,757	217,150	41,393
<b>Total Revenues</b>	<u><u>\$ 4,791,757</u></u>	<u><u>\$ 4,791,757</u></u>	<u><u>\$ 4,842,542</u></u>	<u><u>\$ 50,785</u></u>
<b>Expenditures</b>				
Administration	\$ 892,165	\$ 882,165	\$ 688,238	\$ 193,927
Public safety	2,250,999	2,250,999	1,890,621	360,378
Public works	1,008,495	1,008,495	896,632	111,863
Communications	422,985	422,985	380,024	42,961
Special projects	566,000	441,500	410,429	31,071
Facilities, infrastructure, and equipment acquisitions	350,413	510,413	437,936	72,477
<b>Total Expenditures</b>	<u><u>\$ 5,491,057</u></u>	<u><u>\$ 5,516,557</u></u>	<u><u>\$ 4,703,880</u></u>	<u><u>\$ 812,677</u></u>
<b>Excess (deficiency) of revenues over expenditures</b>	<u><u>\$ (699,300)</u></u>	<u><u>\$ (724,800)</u></u>	<u><u>\$ 138,662</u></u>	<u><u>\$ 863,462</u></u>

Note: The Village passes one budget with the General and SafeSpeed Funds combined. The schedules on pages 38 through 44 reflect a breakout of separate budgets for the two funds that is used internally for management purposes.

**CHEVY CHASE VILLAGE, MARYLAND  
SCHEDULE OF REVENUES  
BUDGET AND ACTUAL - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2018**

	Final Budget	Actual - General Fund	Budget Favorable (Unfavorable)
<b>REVENUES</b>			
<b>Taxes</b>			
Real and personal property taxes	\$ 960,500	\$ 1,023,697	\$ 63,197
State income taxes	2,200,000	2,288,957	88,957
<b>Total Taxes</b>	<u>3,160,500</u>	<u>3,312,654</u>	<u>152,154</u>
<b>From Other Governments</b>			
State of Maryland			
Highway user revenue	70,000	68,389	(1,611)
State police aid	108,000	111,149	3,149
Montgomery County			
Duplicative services	100,000	100,524	524
<b>Total From Other Governments</b>	<u>278,000</u>	<u>280,062</u>	<u>2,062</u>
<b>Miscellaneous</b>			
Investment income	15,000	62,612	47,612
Building rent	88,057	90,134	2,077
Fees, licenses and permits	28,350	55,676	27,326
WSSC reimbursement	-	12,494	12,494
Other income	59,350	71,340	11,990
<b>Total Miscellaneous</b>	<u>190,757</u>	<u>292,256</u>	<u>101,499</u>
<b>Total Revenues</b>	<u>\$ 3,629,257</u>	<u>\$ 3,884,972</u>	<u>\$ 255,715</u>

**CHEVY CHASE VILLAGE, MARYLAND**  
**SCHEDULE OF EXPENDITURES**  
**BUDGET AND ACTUAL - GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2018**

	Final Budget	Actual	Budget Favorable (Unfavorable)
<b>Administration</b>			
Personnel			
Salaries	\$ 443,512	\$ 389,651	\$ 53,861
Employer obligations	39,428	28,877	10,551
Employee benefits	124,285	85,159	39,126
Organizational development	23,850	30,044	(6,194)
Operations			
Communications	6,100	6,385	(285)
Community relations	24,900	28,150	(3,250)
General expenditures	42,750	19,108	23,642
Insurance	32,850	24,753	8,097
Professional services	104,515	52,800	51,715
Service contracts	11,900	9,201	2,699
Supplies	7,500	3,888	3,612
Engineers and other	5,000	3,739	1,261
Equipment maintenance and repair	600	152	448
Computer and technical support	14,975	6,331	8,644
<b>Total Administration</b>	<b>882,165</b>	<b>688,238</b>	<b>193,927</b>
<b>Public Safety</b>			
Personnel			
Salaries	1,077,288	828,532	248,756
Employer obligations	114,213	84,106	30,107
Employee benefits	260,028	215,571	44,457
Organizational development	5,250	3,772	1,478
Operations			
Communications	9,020	8,594	426
General expenditures	14,550	15,284	(734)
Insurance	11,000	10,339	661
Professional services	500	452	48
Service contracts	5,380	4,265	1,115
Supplies	11,050	6,432	4,618
Vehicle operations	23,000	20,036	2,964
Equipment maintenance and repair	1,500	735	765
Computer and technical support	3,700	690	3,010
<b>Total Public Safety</b>	<b>1,536,479</b>	<b>1,198,808</b>	<b>337,671</b>

**CHEVY CHASE VILLAGE, MARYLAND**  
**SCHEDULE OF EXPENDITURES**  
**BUDGET AND ACTUAL - GENERAL FUND - continued**  
**FOR THE YEAR ENDED JUNE 30, 2018**

	Final Budget	Actual	Budget Favorable (Unfavorable)
<b>Public Works</b>			
Personnel			
Salaries	\$ 423,902	\$ 409,979	\$ 13,923
Employer obligations	50,767	40,626	10,141
Employee benefits	150,810	121,094	29,716
Contracts labor/staff	14,276	8,097	6,179
Organizational development	750	-	750
Operations			
Communications	3,000	2,661	339
Disposal and recycling	291,890	257,395	34,495
General expenditures	2,500	2,184	316
Insurance	4,600	3,924	676
Weather events	33,500	13,734	19,766
Small tools and shop supplies	4,000	2,661	1,339
Vehicles - operations	28,000	29,544	(1,544)
Equipment maintenance and repair	500	4,733	(4,233)
<b>Total Public Works</b>	<b>1,008,495</b>	<b>896,632</b>	<b>111,863</b>

**CHEVY CHASE VILLAGE, MARYLAND**  
**SCHEDULE OF EXPENDITURES**  
**BUDGET AND ACTUAL - GENERAL FUND - continued**  
**FOR THE YEAR ENDED JUNE 30, 2018**

	Final Budget	Actual	Budget Favorable (Unfavorable)
<b>Communications</b>			
Personnel			
Salaries	\$ 283,650	\$ 273,508	\$ 10,142
Employer obligations	23,088	20,091	2,997
Employee benefits	93,302	68,436	24,866
Organizational development	225	735	(510)
Operations			
Communications	2,570	1,262	1,308
Medical and physicals	-	161	(161)
Service contracts	13,500	13,934	(434)
Supplies	2,000	539	1,461
Equipment purchases maintenance and repair	1,000	1,174	(174)
Computer and technical support	3,650	184	3,466
<b>Total Communications</b>	<u>422,985</u>	<u>380,024</u>	<u>42,961</u>
<b>Special and Capital Projects</b>			
Parks development	137,500	121,430	16,070
Sidewalks	154,500	168,024	(13,524)
Chevy Chase Historical Society donation	15,000	15,000	-
Street maintenance	111,000	102,436	8,564
<b>Total Special Projects</b>	<u>418,000</u>	<u>406,890</u>	<u>11,110</u>

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**CHEVY CHASE VILLAGE, MARYLAND**  
**SCHEDULE OF EXPENDITURES**  
**BUDGET AND ACTUAL - GENERAL FUND - continued**  
**FOR THE YEAR ENDED JUNE 30, 2018**

	Final Budget	Actual	Budget Favorable (Unfavorable)
<b>Facilities, Infrastructure and Equipment Acquisitions</b>			
<b>Village Hall</b>			
Systems & structures	\$ 17,500	\$ 2,920	\$ 14,580
Insurance	2,375	2,150	225
Service contracts	35,650	44,681	(9,031)
Supplies	4,450	5,867	(1,417)
Utilities	38,000	31,663	6,337
<b>Total Village Hall</b>	<u>97,975</u>	<u>87,281</u>	<u>10,694</u>
<b>Parks, Trees and Greenspace</b>			
Communications	8,250	7,734	516
Utilities	1,750	2,935	(1,185)
Equipment repair and maintenance	500	-	500
Supplies	250	-	250
Grounds and amenities	51,600	51,471	129
Service contracts	2,588	5,001	(2,413)
Tree programs	145,000	98,753	46,247
<b>Total Parks, Trees, and Greenspace</b>	<u>209,938</u>	<u>165,894</u>	<u>44,044</u>
<b>Streets, Walks, Drains, and Lights</b>			
Utilities	42,500	31,942	10,558
<b>Total Streets, Walks, Drains, and Lights</b>	<u>42,500</u>	<u>31,942</u>	<u>10,558</u>
<b>Vehicle and Equipment Replacement</b>			
Public works			
Capital outlay	160,000	152,819	7,181
<b>Total Vehicle and Equipment Replacement</b>	<u>160,000</u>	<u>152,819</u>	<u>7,181</u>
<b>Total Facilities, Infrastructure, and Equipment Acquisitions</b>	<u>510,413</u>	<u>437,936</u>	<u>72,477</u>
<b>Total Expenditures</b>	<u>\$ 4,778,537</u>	<u>\$ 4,008,528</u>	<u>\$ 770,009</u>

**CHEVY CHASE VILLAGE, MARYLAND  
 SCHEDULE OF REVENUES  
 BUDGET AND ACTUAL - SPECIAL REVENUE FUND  
 FOR THE YEAR ENDED JUNE 30, 2018**

	Final Budget	Actual	Budget Favorable (Unfavorable)
<b>REVENUES</b>			
SafeSpeed citations	\$ 1,160,000	\$ 957,565	\$ (202,435)
Investment interest	2,500	5	(2,495)
<b>Total Revenues</b>	<u>\$ 1,162,500</u>	<u>\$ 957,570</u>	<u>\$ (204,930)</u>

**CHEVY CHASE VILLAGE, MARYLAND  
SCHEDULE OF EXPENDITURES  
BUDGET AND ACTUAL - SPECIAL REVENUE FUND  
FOR THE YEAR ENDED JUNE 30, 2018**

	Final Budget	Actual	Budget Favorable (Unfavorable)
	<u>          </u>	<u>          </u>	<u>          </u>
<b>EXPENDITURES</b>			
Department Services			
General government	\$ -	\$ 1,716	\$ (1,716)
Police	714,520	690,097	24,423
<b>Total Department Services</b>	<u>714,520</u>	<u>691,813</u>	<u>22,707</u>
Special Projects			
Sidewalk - repairs	3,500	-	3,500
Crime technology	20,000	3,539	16,461
<b>Total Special Projects</b>	<u>23,500</u>	<u>3,539</u>	<u>19,961</u>
<b>Total Expenditures</b>	<u>\$ 738,020</u>	<u>\$ 695,352</u>	<u>\$ 42,668</u>

October 23, 2018

To the Board of Managers  
Chevy Chase Village, Maryland

We have audited the financial statements of the governmental activities and each major fund of Chevy Chase Village (the “Village”) for the year ended June 30, 2018, and have issued our report thereon dated October 23, 2018. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility under U. S. Generally Accepted Auditing Standards

As stated in our engagement letter dated June 18, 2018, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U. S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Village. Such consideration was solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed test of the Village’s compliance with certain provisions of laws, regulations, contracts and grants. However, the objective of our test was not to provide an opinion on compliance with such provisions.

Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters.

## Significant Audit Findings

### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the Village are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2018 except as may be explained in Note 1 to the financial statements. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

### *Difficulties Encountered in Performing the Audit*

There were no difficulties encountered during the audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The Village maintains its books on a cash basis of accounting. At year end, we proposed adjusting journal entries to convert the Village's books to generally accepted accounting principles for governmental entities (accrual and modified accrual). Management has made the following adjustments pertaining to converting the books to GAAP.

- Fixed assets, depreciation expense and related accumulated depreciation
- Noncurrent liabilities

*Disagreements with Management*

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that is included in the management representation letter dated October 23, 2018.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationships and our responses were not a condition to our retention.

Very truly yours,

*Hindley & Associates, LLC*