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**TOWN OF CHEVY CHASE,  
MARYLAND**

**Financial Statements, Supplementary  
Information and Independent  
Auditor's Report**

**For the Years Ended  
June 30, 2020 and 2019**

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**LSWG**

**CERTIFIED PUBLIC ACCOUNTANTS  
& BUSINESS ADVISORS**

**TOWN OF CHEVY CHASE, MARYLAND**  
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**June 30, 2020 and 2019**

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## **INDEPENDENT AUDITOR'S REPORT**

To the Mayor and Council of the  
Town of Chevy Chase, Maryland

We have audited the accompanying financial statements of the governmental activities and the general fund of the Town of Chevy Chase, Maryland (the Town), as of and for the years ended June 30, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

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

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

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. 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 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 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 and the general fund of the Town of Chevy Chase Maryland, as of June 30, 2020 and 2019, and the respective changes in financial position for the years 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, budgetary comparison information, proportionate share of the net pension liability and related ratios and the required contributions 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 inquires 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.

*Linton Shafer Warfield & Garrett, P.A.*

Rockville, Maryland

October 21, 2020

**TOWN OF CHEVY CHASE, MARYLAND**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**June 30, 2020 and 2019**

As management of the Town of Chevy Chase (the "Town"), we offer readers of the Town's financial statements this narrative overview and analysis of the financial activities of the Town for the fiscal year ended June 30, 2020. This discussion and analysis is best understood if read in conjunction with the Town's basic financial statements.

**Financial Highlights**

The assets and deferred outflows of the Town exceeded its liabilities and deferred inflows at the close of the 2020 fiscal year by \$10,038,454 (net position). Of the total net position, \$8,775,134 (unrestricted net position) may be used to meet the Town's ongoing obligations to citizens and creditors, \$1,004,007 is invested in capital assets, and \$259,313 is restricted for cable television operating and capital expenses.

As of June 30, 2020, the Town's governmental funds reported an ending fund balance of \$9,841,409, an increase of \$1,468,808 in comparison with the prior year. Of this amount, \$9,270,433 is available for spending at the government's discretion (unassigned fund balance). The unassigned fund balance of \$9,270,433 is 352% of the total fiscal year 2020 general fund expenditures.

**Overview of the Financial Statements**

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

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business.

The *Statement of Net Position*, Exhibit A-1, presents information on all of the Town's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The *Statement of Program Activities*, Exhibit A-2, presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenditures are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

**TOWN OF CHEVY CHASE, MARYLAND**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**June 30, 2020 and 2019**

Government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental 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 general administration, public safety, streets, sanitation, parks and recreation and building inspection. The Town does not have any business-type activities.

The government-wide financial statements include only the Town of Chevy Chase because the Town has no component unit relationships with any other agency. The government-wide financial statements can be found in Exhibits A-1 to A-3 of this report.

**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. Funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds. The Town of Chevy Chase has only a governmental fund, the General Fund.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of available, spendable resources*, as well as on *balances of those resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By so doing, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and 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 adopts an annual appropriated budget for its governmental fund. A budgetary comparison schedule has been provided as Exhibit B-1 for the fund to demonstrate compliance with this budget. The basic governmental fund financial statements can be found in Exhibits A-4 to A-6.

**Proprietary funds.** The Town does not have a proprietary-type fund (enterprise fund.) *Enterprise funds* are used to report the same functions presented as *business-type activities* in the governmental-wide financial statements.

**TOWN OF CHEVY CHASE, MARYLAND  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
June 30, 2020 and 2019**

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The Town has no fiduciary funds.

**Summary of significant accounting policies and notes to the financial statements.** The summary and notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. They are part of the basic financial statements and can be found on pages 1 to 19 of Exhibit A-7.

**Other information.** In addition to the basic financial statements and accompanying notes, this report presents certain *required supplementary information* in Exhibits B-1 to B-4.

**Government-Wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's overall financial condition and position. In the case of the Town, assets exceeded liabilities by \$10,038,454 at the close of the current fiscal year. The Town of Chevy Chase's net position is divided into three categories – 1) investment in capital assets, net of related debt, 2) restricted net position and 3) unrestricted net position. The investment in capital assets has a balance of \$1,004,007 (10% of total net position) and reflects investment in capital assets net of depreciation (e.g. land, improvements, buildings, machinery, equipment and vehicles). The Town uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. The restricted net position is restricted for cable television access facilities and equipment, and a net pension asset and has a balance of \$259,313 (2.5% of total net position). The unrestricted net position of the government has a balance of \$8,775,134 (87.5% of total net position), which may be used to meet the government's ongoing obligations to citizens and creditors.

For the fiscal years ended June 30, 2020 and 2019 the Town reported the following assets and liabilities:

	<b>2020</b>	<b>2019</b>
<b>Town of Chevy Chase's Net Position</b>		
<b>Assets</b>		
Current and other assets	\$10,003,122	\$ 9,422,698
Capital assets	<u>1,004,007</u>	<u>971,776</u>
Total assets	<u>11,007,129</u>	<u>10,394,474</u>
<b>Deferred Outflows</b>	<u>61,011</u>	<u>63,404</u>
<b>Liabilities</b>	<u>946,922</u>	<u>1,809,581</u>
<b>Deferred Inflows</b>	<u>82,764</u>	<u>111,717</u>
<b>Net Position</b>		
Invested in capital assets	1,004,007	971,776
Restricted	259,313	258,768
Unrestricted and undesignated	<u>8,775,134</u>	<u>7,306,036</u>
<b>Total net position</b>	<u>\$10,038,454</u>	<u>\$ 8,536,580</u>

**TOWN OF CHEVY CHASE, MARYLAND  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
June 30, 2020 and 2019**

The following table indicates the changes in net position for governmental activities:

	<b>2020</b>	<b>2019</b>
<b>Net position, beginning of year</b>	<b>\$ 8,536,580</b>	<b>\$ 8,672,478</b>
<b>Revenues</b>		
Program revenues:		
Charges for services	74,114	80,323
Operating grants and contributions	107,739	92,517
Capital grants and contributions	100,905	249,574
General revenues:		
Property and income taxes levied for general purposes	3,556,031	2,904,341
Intergovernmental and miscellaneous	130,327	136,525
State tax credit refunds	0	(8,030)
Unrestricted investment earnings	130,788	176,860
Total revenues	<b>4,099,904</b>	<b>3,632,110</b>
<b>Expenditures</b>		
General government	1,116,464	1,009,900
Building and zoning	25,144	25,009
Public safety	386,744	370,819
Parks and recreation	351,945	357,225
Public works	717,733	2,005,055
Total expenses	<b>2,598,030</b>	<b>3,768,008</b>
<b>Increase (Decrease) in net position</b>	<b>1,501,874</b>	<b>(135,898)</b>
<b>Net position, end of year</b>	<b>\$ 10,038,454</b>	<b>\$ 8,536,580</b>

Governmental Activities: Revenues for the governmental activities were \$4,099,904, while total expenditures were \$2,598,030. As compared to last fiscal year, revenues increased by \$467,794 while expenditures decreased by \$1,169,978. The increase in net position for governmental activities was \$1,501,874.

As a result of the U.S. Supreme Court decision on the Wynne Case, the State of Maryland is requiring Maryland local governments to refund the estimated portion of income tax paid to the local governments in previous years, consisting of the local portion of the tax that the State may have to re-pay taxpayers who file amended returns claiming a refund for the credit applicable to the local tax rate. The Town has recorded an estimated liability of \$762,228 in the Statements of Net Position which will be paid to the State of Maryland over twenty quarters beginning May 1, 2021.

**TOWN OF CHEVY CHASE, MARYLAND  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
June 30, 2020 and 2019**

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

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

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

The General Fund is the operating fund of the Town of Chevy Chase. At June 30, 2020, the Town's General Fund reported an ending fund balance of \$9,841,409, an increase of \$1,468,808 in comparison with the prior year. Of this amount, \$9,270,433 constitutes *unassigned fund balance*, which is available for spending at the government's discretion. As a measure of the General Fund's liquidity, it may be useful to compare the total fund balance to total fund expenditures. The total fund balance represents 374% of total General Fund expenditures including capital projects.

**General Fund Budgetary Highlights**

Total revenues on Exhibit B-1 of \$4,102,663 were \$1,050,663 over budget. The Town was over budget in the following areas: \$1,003,927 in tax revenue, \$64,014 in licenses and permits revenue, \$2,782 in parking fines and meters and under budget \$9,869 in intergovernmental revenues, \$10,191 in miscellaneous income.

Total expenditures on Exhibit B-1 of \$2,633,855 were \$606,022 under budget, with unexpended operating funds accounting for \$202,941 of the variance and unexpended capital project funds accounting for \$403,081 of the variance.

**Capital Assets and Debt Administration**

**Capital Assets.** The Town's investment in capital assets for its governmental activities as of June 30, 2020 was \$1,004,007 (net of accumulated depreciation). This investment in capital assets includes buildings and improvements, streets, road and parks, vehicles and furniture and equipment.

**TOWN OF CHEVY CHASE, MARYLAND  
MANAGEMENT’S DISCUSSION AND ANALYSIS  
June 30, 2020 and 2019**

The following table of the Town’s capital assets is listed below. Additional information can be found in Note 3 on page 12 of Exhibit A-7.

**Town of Chevy Chase’s Capital Assets  
(net of depreciation)**

	<b>2020</b>	<b>2019</b>
Building and improvements	\$ 50,120	\$ 75,264
Vehicles	90,425	8,708
Furniture and equipment	148,215	184,514
Streets and roads, parks	715,247	703,290
<b>Total</b>	<b>\$ 1,004,007</b>	<b>\$ 971,776</b>

Major capital asset events during the year ending June 30, 2020 included the following:

General fund capital expenditures for streets and sidewalks were \$316,095; expenditures for parks, grounds and trees were \$98,215; and expenditures for facilities and equipment were \$87,609.

**Long Term Debt**

The State tax credit liability of \$762,228 along with accrued compensated absences of \$37,316 represent the outstanding debt obligations of the Town.

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

In fiscal year 2021, the Council levied a real property tax rate of \$.0098 per \$100 of assessed value and levied a utility property tax rate of \$0.66 per \$100 of assessed value.

Income tax revenues for fiscal year 2021 are budgeted at \$2,700,000, which represents an increase of \$300,000 from the fiscal year 2020 budget. This budgeted increase was estimated based on actual income tax revenue for fiscal year 2020.

Capital improvement expenditures for fiscal year 2021 are budgeted at \$1,185,000, which includes funds for anticipated street and road work.

**Requests for Information**

This financial report is designed to provide a general overview of the Town of Chevy Chase’s finances. Questions concerning any of the information provided in this report or requests for additional financial information should be directed to the Town Manager, Town of Chevy Chase, 4301 Willow Lane, Chevy Chase, Maryland 20815 or send an e-mail to [thoffman@townofchevyCHASE.org](mailto:thoffman@townofchevyCHASE.org).

**TOWN OF CHEVY CHASE, MARYLAND**  
**Statements of Net Position**  
**June 30,**

	<b>Governmental Activities <u>2020</u></b>	<b>Governmental Activities <u>2019</u></b>
<b>Assets</b>		
Cash and cash equivalents	\$ 2,462,415	\$ 1,186,913
Investments	7,451,794	8,121,231
Due from other governments	67,212	84,081
Other receivables	879	1,074
Prepaid expenses	9,328	12,240
Net pension asset	11,494	17,159
Capital assets, net	<u>1,004,007</u>	<u>971,776</u>
Total Assets	<u>11,007,129</u>	<u>10,394,474</u>
<b>Deferred Outflows</b>	<u>61,011</u>	<u>63,404</u>
<b>Liabilities</b>		
Accounts payable	91,791	942,910
Accrued liabilities	18,458	24,233
Performance bonds	37,129	55,988
Accrued compensated absences	37,316	24,222
State tax credit liability - current portion	38,111	-
Long-Term Liabilities		
Due in more than one year		
State tax credit liability	<u>724,117</u>	<u>762,228</u>
Total Liabilities	<u>946,922</u>	<u>1,809,581</u>
<b>Deferred Inflows</b>	<u>82,764</u>	<u>111,717</u>
<b>Net Position</b>		
Invested in capital assets	1,004,007	971,776
Restricted	259,313	258,768
Unrestricted	<u>8,775,134</u>	<u>7,306,036</u>
Total Net Position	<u>\$ 10,038,454</u>	<u>\$ 8,536,580</u>

The accompanying notes are an integral part of these statements.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Statement of Program Activities**  
**For the Year Ended June 30, 2020**

	<u>Program Revenue</u>				<b>Net (Expenses) Revenue and Changes in Net Position Governmental Activities</b>	<b>Total</b>
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>			
<b>Functions/Programs</b>						
Governmental Activities						
General government	\$ 1,116,464	\$ 38,932	\$ -	\$ 77,692	\$ (999,840)	\$ (999,840)
Building and zoning	25,144	22,390	-	-	(2,754)	(2,754)
Public works	717,733	1,010	107,739	-	(608,984)	(608,984)
Public safety	386,744	11,782	-	23,213	(351,749)	(351,749)
Parks and recreation	351,945	-	-	-	(351,945)	(351,945)
Total Governmental Activities	<u>\$ 2,598,030</u>	<u>\$ 74,114</u>	<u>\$ 107,739</u>	<u>\$ 100,905</u>	(2,315,272)	(2,315,272)
General Revenues						
Property taxes					156,870	156,870
Income taxes					3,399,161	3,399,161
Intergovernmental					132,179	132,179
Interest					130,788	130,788
State tax credit refunds					-	-
Miscellaneous					(1,852)	(1,852)
Total General Revenues					<u>3,817,146</u>	<u>3,817,146</u>
Changes in Net Position					1,501,874	1,501,874
Net Position, Beginning of Year					8,536,580	8,536,580
Net Position, End of Year					<u>\$ 10,038,454</u>	<u>\$ 10,038,454</u>

The accompanying notes are an integral part of this statement.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Statement of Program Activities**  
**For the Year Ended June 30, 2019**

	<u>Expenses</u>	<u>Program Revenue</u>		<u>Net (Expenses) Revenue and Changes in Net Position Governmental Activities</u>	<u>Total</u>	
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>			<u>Capital Grants and Contributions</u>
<b>Functions/Programs</b>						
Governmental Activities						
General government	\$ 1,009,900	\$ 39,958	\$ -	\$ 102,125	\$ (867,817)	\$ (867,817)
Building and zoning	25,009	31,400	-	-	6,391	6,391
Public works	2,005,055	1,010	92,517	147,449	(1,764,079)	(1,764,079)
Public safety	370,819	7,955	-	-	(362,864)	(362,864)
Parks and recreation	357,225	-	-	-	(357,225)	(357,225)
Total Governmental Activities	<u>\$ 3,768,008</u>	<u>\$ 80,323</u>	<u>\$ 92,517</u>	<u>\$ 249,574</u>	<u>(3,345,594)</u>	<u>(3,345,594)</u>
General Revenues						
Property taxes				153,323	153,323	
Income taxes				2,751,018	2,751,018	
Intergovernmental				132,179	132,179	
Interest				176,860	176,860	
State tax credit refunds				(8,030)	(8,030)	
Miscellaneous				4,346	4,346	
Total General Revenues				<u>3,209,696</u>	<u>3,209,696</u>	
Changes in Net Position				(135,898)	(135,898)	
Net Position, Beginning of Year				<u>8,672,478</u>	<u>8,672,478</u>	
Net Position, End of Year				<u>\$ 8,536,580</u>	<u>\$ 8,536,580</u>	

The accompanying notes are an integral part of this statement.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Balance Sheets**  
**Governmental Funds**  
**For the Years Ended June 30,**

	<b>General Fund</b>	<b>General Fund</b>
	<b><u>2020</u></b>	<b><u>2019</u></b>
<b>Assets</b>		
Cash and cash equivalents	\$ 2,462,415	\$ 1,186,913
Investments	7,451,794	8,121,231
Due from other governments	67,212	84,081
Other receivables	879	1,074
Prepaid expenses	9,328	12,240
<b>Total Assets</b>	<b><u>9,991,628</u></b>	<b><u>9,405,539</u></b>
<b>Deferred Outflows</b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Liabilities</b>		
Accounts payable	91,791	942,910
Accrued liabilities	18,458	24,233
Performance bonds	37,129	55,988
Accrued compensated absences - current	1,962	9,033
<b>Total Liabilities</b>	<b><u>149,340</u></b>	<b><u>1,032,164</u></b>
<b>Deferred Inflows</b>	<b><u>879</u></b>	<b><u>774</u></b>
<b>Fund Balances</b>		
Nonspendable - prepaid expenses	9,328	12,240
Restricted - public space beautification	-	67,275
Restricted - cable TV PEG facilities	247,819	174,334
Committed - Purple Line wall	53,829	53,829
Assigned to fund subsequent year budget	260,000	101,000
Unassigned	9,270,433	7,963,923
<b>Total Fund Balances</b>	<b><u>\$ 9,841,409</u></b>	<b><u>\$ 8,372,601</u></b>
<b>Reconciliation of Total Governmental Fund Balances To Net</b>		
<b>Assets of the Governmental Activities</b>		
Total Governmental Fund Balances	\$ 9,841,409	\$ 8,372,601
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Property tax revenues in the Statement of Program Activities that do not provide current financial resources are not reported as revenues in the funds.	879	774
Capital assets used in governmental activities are not financial resources and therefore are not reported in the fund financial statements.	1,004,007	971,776
State tax credit liability expensed in the government-wide financial statements not reported as expenditures in the fund financial statements.	(762,228)	(762,228)
Net pension asset (liability) in the government-wide financial statements not requiring the use of current financial resources in the fund financial statements.	11,494	17,159
Compensated absences not requiring current financial resources and therefore not reported as expenditures in the fund financial statements.	(35,354)	(15,189)
Deferred outflows factored for pension contributions not reportable in the governmental funds.	61,011	63,404
Deferred inflows for pension investment activity not reported in the governmental funds.	(82,764)	(111,717)
<b>Net Position of Governmental Activities</b>	<b><u>\$ 10,038,454</u></b>	<b><u>\$ 8,536,580</u></b>

The accompanying notes are an integral part of these statements.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Statements of Revenues, Expenditures**  
**and Changes in Fund Balances**  
**Governmental Funds**  
**For the Years Ended June 30,**

	<b>2020</b>	<b>2019</b>
	<b>General</b>	<b>General</b>
	<b>Fund</b>	<b>Fund</b>
	<u>          </u>	<u>          </u>
<b>Revenues</b>		
General property taxes	156,766	\$ 153,393
State shared taxes	3,399,161	2,751,018
Permits, fees and licenses	139,014	173,483
Fines and forfeitures	11,782	7,955
Intergovernmental revenue	263,131	224,696
Miscellaneous	<u>132,809</u>	<u>329,665</u>
 Total Revenues	 <u>4,102,663</u>	 <u>3,640,210</u>
 <b>Expenditures</b>		
General government	1,083,937	1,090,886
Public safety	386,744	370,819
Public works	<u>1,163,174</u>	<u>2,278,132</u>
 Total Expenditures	 <u>2,633,855</u>	 <u>3,739,837</u>
 Excess of Revenues Over (Under) Expenditures	 1,468,808	 (99,627)
 <b>Fund Balance at Beginning of Year</b>	 <u>8,372,601</u>	 <u>8,472,228</u>
 <b>Fund Balance at End of Year</b>	 <u>\$ 9,841,409</u>	 <u>\$ 8,372,601</u>

The accompanying notes are an integral part of these statements.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Reconciliation of the Statements of Revenues, Expenditures**  
**and Changes in Fund Balances of Governmental Funds**  
**to the Statements of Program Activities**  
**For the Years Ended June 30,**

	<u>2020</u>	<u>2019</u>
Net Change in Fund Balance - Total Governmental Funds	\$ 1,468,808	\$ (99,627)
Amounts reported for governmental activities in the Statement of Program Activities are different because:		
Property tax revenues in the Statement of Program Activities that do not provide current financial resources are not reported as revenues in the funds.	105	(70)
Governmental funds report capital outlays as expenditures. However, in the Statement of Program Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation is (more) or less than capital outlay in the current period.	32,231	(37,298)
Compensated absences (increase ) decrease in the Statement of Program Activities not requiring the use of current financial resources and therefore not reported as expenditures in the governmental funds.	(20,165)	8,374
Change in net pension liability not requiring the use of current financial resources and therefore are (are not) reported as governmental fund expenditures.	20,895	753
State tax credit refunds in the Statement of Program Activities not requiring the use of current financial resources and therefore are not reported as expenditures in governmental funds.	<u>-</u>	<u>(8,030)</u>
Net Change in Net Position - Government-wide	<u>\$ 1,501,874</u>	<u>\$ (135,898)</u>

The accompanying notes are an integral part of these statements.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

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

**A. Financial Reporting Entity**

The Town of Chevy Chase (Town) was established as a municipality and incorporated in 1918 under the laws of the State of Maryland. The Town operates under a Council-Manager form of government consisting of a Town Manager and Town Council. The Town provides the following services as authorized by its charter: streets, sanitation, building inspection, public safety and general administration services. The basic financial statements of the Town have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for established governmental and financial reporting principles. The Town implemented the accounting and financial reporting requirements of GASB Statements No. 34, Basic Financial Statements and Management's Discussion and Analysis for States and Local Governments. GASB No. 34 added the following components to the financial statements:

Management's Discussion and Analysis – A narrative introduction and analytical overview of the government's financial activities. This analysis is similar to the analysis the private sector provides in their annual reports.

Government-Wide Financial Statements – These include financial statements prepared using full accrual accounting for all of the government's activities. This approach includes not just current assets and liabilities (such as cash and accounts payable) but also capital assets and long-term liabilities (such as buildings and infrastructure, including bridges and roads). Accrual accounting also reports all of the revenues and cost of providing services each year, not just those received or paid in the current year or soon thereafter. The government-wide statements include the Statement of Net Position and the Statement of Program Activities.

Statement of Net Position – The Statement of Net Position displays the financial position of the Town. All assets, deferred outflows, liabilities and deferred inflows of resources associated with the operation of the Town are included on the Statement of Net Position. The net position of a government are broken into three categories –1) invested in capital assets, net of related debt; 2) restricted; and 3) unrestricted.

Statement of Program Activities – The Statement of Program Activities reports expenses and revenues in a format that focuses on the cost of each of the government's functions. The expense of individual functions is compared to the revenues generated directly by the function (for instance, through user charges or intergovernmental grants.)

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

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

**A. Financial Reporting Entity (continued)**

Budgetary Comparison Schedules – Demonstrating compliance with the adopted budget is an important component of a government’s accountability to the public. Many citizens participate in the process of establishing the annual operating budgets of state and local governments, and have a keen interest in following the actual financial progress of their governments over the course of the year. The Town and many other governments revise their original budgets over the course of the year for a variety of reasons.

The financial statements were prepared in accordance with GASB Statement No.14, The Financial Reporting Entity, which establishes standards for defining and reporting on the financial reporting entity. The definition of the financial reporting entity is based upon the concept that elected officials are accountable to their constituents for their actions. One of the objectives of financial reporting is to provide users of financial statements with the basis for assessing the accountability of the elected officials. The financial reporting entity consists of the Town of Chevy Chase. There are no organizations for which the Town is financially accountable and there are no component units of the Town.

**B. Government-Wide and Fund Financial Statements**

The basic financial statements include both government-wide (based on the Town as a whole) and fund financial statements. The reporting model focus is on both the Town as a whole and the fund financial statements, including the major individual funds of the governmental and business-type categories. The government-wide financial statements (i.e., the statement of net position and the statement of program activities) report information on all of the activities of the Town. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which primarily rely on fees and charges for support. The Town has one governmental fund, the general fund, to account for all activities of the government, and does not have any business-type activities at this time.

The statement of program 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. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

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

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

The government-wide 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 a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenue to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Property taxes, franchise fees, utility taxes, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The Town reports unearned revenues on its governmental funds balance sheet. Unearned revenues arise from taxes levied in the current year which are for subsequent years' operations. For governmental fund financial statements unearned revenues arise when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Unearned revenues also arise when resources are received before the Town has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the Town has a legal claim to the resources, the liability for unearned revenue is removed from the balance sheet and revenue is recognized.

The Town reports the following major governmental fund:

The General Fund – This is the Town's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. No other funds are currently required.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

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

**D. Assets, Deferred Outflows, Liabilities, Deferred Inflows and Net Position**

1. Deposits and Investments

Cash and cash equivalents, which are cash and short-term investments with maturities of three months or less, include cash on hand and demand deposit accounts.

2. Capital Assets

Capital assets, which include building and building improvements, furniture, equipment, infrastructure and vehicles are reported in the governmental column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$500 and an estimated useful life of five years or more. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. General infrastructure assets acquired prior to July 1, 2004 are not reported in the basic financial statements. There were no infrastructure increases for June 30, 2020 and 2019. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property and equipment of the Town are depreciated using the straight-line method over the following estimated useful lives:

- Infrastructure – 10 – 20 years
- Building and building improvements – 5 - 40 years
- Furniture and equipment – 5 - 10 years
- Vehicles – 10 years

TOWN OF CHEVY CHASE, MARYLAND  
Notes to Financial Statements  
June 30, 2020 and 2019

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

**D. Assets, Deferred Outflows, Liabilities, Deferred Inflows and Net Position (continued)**

3. Compensated Absences

Town employees are granted vacation in varying amounts based on length of service. Carryover is limited to two hundred and forty (240) hours. Unused vacation pay, if any, is paid with the employee's termination or retirement. Those amounts estimated to be liquidated with expendable available financial resources from the general fund are reported as an expenditure and a liability of the general fund.

4. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position includes a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Town recognizes unearned property taxes as a deferred inflow.

See Note 5 for description of deferred inflows and outflows related to GASB No.68.

TOWN OF CHEVY CHASE, MARYLAND  
Notes to Financial Statements  
June 30, 2020 and 2019

Note 1 - Summary of Significant Accounting Policies (continued)

D. Assets, Deferred Outflows, Liabilities, Deferred Inflows and Net Position  
(continued)

5. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. A material estimate that is particularly susceptible to significant change in the near term relates to the determination of the actuarially accrued liability for unpaid claims which is prepared based on certain assumptions pertaining to interest rates, inflation rates, etc. Although these estimates are based on management's knowledge of current events and actions it may undertake in the future, they may ultimately differ from actual results. The estimated liability to the State on the Wynne case discussed in Note 7 below is a significant estimate that will likely change in the next year as the Maryland Comptroller's office revises the estimate based on actual claims filed. The net pension liability is also an estimate that will change annually based on actuarial assumptions and calculations.

6. Property Taxes

The real property tax rate for the Town for fiscal year ended June 30, 2020 and 2019 was .0099 and .01, respectively, per \$100 of assessed taxable value. The public utility tax rate for the Town for fiscal year ended June 30, 2020 and 2019 was .066 and .066, respectively, per \$100 of assessed taxable value. The personal property tax rates for the Town for the fiscal year ended June 30, 2020 and 2019 were .00 and .00, respectively, per \$100 of assessed taxable value.

7. Net Position

Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources on the government-wide financial statements. Net position is classified in the following categories:

*Invested in capital assets* – This amount consists of capital assets net of accumulated depreciation and reduced by outstanding debt that is attributed to the acquisition, construction, or improvement of the assets.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

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

**D. Assets, Deferred Outflows, Liabilities, Deferred Inflows and Net Position (continued)**

7. Net Position (Continued)

*Restricted net position* – This amount is restricted by creditors, grantors, contributors, or laws or regulations of other governments.

In fiscal year 2013 the Town received a \$100,000 contribution to be spent on public space beautification. As of June 30, 2020 and 2019 the restricted balance for the contribution is \$0 and \$67,275, respectively. The Town received Cable TV PEG grant fees which can be spent on public, education or governmental access and institutional network facilities. As of June 30, 2020 and 2019 the restricted balance for the Cable TV PEG grant fees is \$247,819 and \$174,334, respectively. The Town has a net pension asset of \$11,494 and \$17,159 for the years ended June 30, 2020 and 2019, respectively, which are restricted for the Montgomery County Retirement Pension plan.

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

**Note 2 – Reconciliation of Government-Wide and Fund Financial Statements**

The governmental fund balance sheet includes reconciliation between fund balance – total government funds and net position – governmental activities as reported in the government-wide statement of net position. Exhibit A-6 reconciles the governmental fund statement of revenues, expenditures and change in fund balance to the revenues, expenses and change in net position of the government-wide statement of program activities.

**Note 3 – Detailed Notes on All Funds**

A. Deposits and Temporary Investments

Deposits

State statutes require all deposits be insured by the Federal Depository Insurance Corporation (FDIC) or fully collateralized. Cash and cash equivalents as presented on the balance sheet and statement of net position include deposits (cash) and money market accounts.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

**Note 3 – Detailed Notes on All Funds (continued)**

A. Deposits and Temporary Investments (continued)

At June 30, 2020 and 2019 the carrying amount of the Town's cash and deposits totaled \$2,462,415 and \$1,186,913 and the bank balances totaled \$2,441,582 and \$1,185,345, respectively. Of the bank balances at June 30, 2020 and 2019, \$250,000 was covered by federally depository insurance, respectively, and the remaining balance was covered by collateral held by the bank's trust department in the Town's name.

Investments

The Town investments are pooled in the Montgomery County Pooled Investment Fund. These funds are part of collateralized investment pools. The Fund is managed by Montgomery County, with oversight by the Investment Committee and in compliance with the Annotated Code of Maryland. The average maturity of the portfolio is generally less than six months. Deposits are fully insured or collateralized. Investment income during the year is allocated to pool participants based upon their average equity in the pool.

The carrying amount and fair value of the Fund at June 30, 2020 and 2019 is \$7,451,794 and \$8,121,231, respectively.

Credit Risk

The Town investment policy permits investments in Government and U.S. Government agency obligations, certificates of deposits, prime commercial paper, investment pools as authorized by the State of Maryland and repurchase agreements collateralized with U.S. Treasury bills, notes or bonds.

The Town invests in the Montgomery County Pooled Investment Fund (the Fund). The Fund seeks to maintain a constant yield value of \$1.00 per unit. Unit value is computed using the amortized cost method. In addition, the net asset value of the pool, marked to market, is calculated and maintained on a weekly basis to ensure a \$1.00 per unit constant value.

Custodial Credit Risk

For an investment, custodial credit risk is the risk that, in the event of failure of the counterparty, the Town will not be able to recover all or a portion of the value of its investments or collateral securities that are in the possession of an outside party.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

**Note 3 – Detailed Notes on All Funds (continued)**

A. Deposits and Temporary Investments (continued)

Fair Value

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Town has the following recurring fair value measurements as of June 30, 2020 and 2019:

- Montgomery County Investment Pool mutual funds of \$7,451,794 and \$8,121,231, respectively and are valued using quoted market prices (Level 1 inputs).

B. Due from Other Governments

Due from other governments represents accrued revenue at June 30, 2020 and 2019 consisting of the following:

	<u>2020</u>	<u>2019</u>
Primary Government		
State		
General Fund	\$ 38,591	\$ 10,642
Total State	<u>38,591</u>	<u>10,642</u>
County		
General Fund	<u>28,621</u>	<u>73,439</u>
Total County	<u>28,621</u>	<u>73,439</u>
Total Primary Government	<u>\$ 67,212</u>	<u>\$ 84,081</u>

C. Prepaid Expenses

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

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

**Note 3 – Detailed Notes on All Funds (continued)**

D. Fund Balance

The Governmental Accounting Standards Board (GASB) has issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54). This Statement defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB 54 requires the fund balance amounts to be properly reported within one of the fund balance categories listed below:

Nonspendable – such as fund balance associated with inventories, prepaid expenses, long-term loans and notes receivable and property held for resale.

Restricted fund balance – includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers or through enabling legislation.

Committed fund balance – includes amounts that can be used only for the specific purposes determined by a formal action of the Mayor and Council of the Town of Chevy Chase.

Assigned fund balance – includes amounts to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed.

Unassigned fund balance – is the residual classification for the government's general fund and includes all spendable amounts not contained in the other classifications.

Assigned Fund Balance

The Town's fund balance includes the deficit as approved in the subsequent years' budget. For the years ended June 30, 2020 and 2019 the assigned fund balance was \$260,000 and \$101,000, respectively.

Committed Fund Balance

The Town's committed fund balance includes the projected use of fund balance for a Purple Line noise wall, for which a contract has been signed. For the years ended June 30, 2020 and 2019, the committed fund balance was \$53,829 and \$53,829, respectively.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

**Note 3 – Detailed Notes on All Funds (continued)**

D. Fund Balance (continued)

Restricted Fund Balance

In fiscal year 2013 the Town received a \$100,000 contribution to be spent on public space beautification. As of June 30, 2020 and 2019 the restricted balance for the contribution is \$0 and \$67,275, respectively. The Town received Cable TV PEG grant fees which can be spent on public, education or governmental access and institutional network facilities. As of June 30, 2020 and 2019 the restricted balance for the Cable TV PEG grant fees is \$247,819 and \$174,334, respectively.

Order of Fund Balance Spending Policy

The Town considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as grant agreements requiring dollar for dollar spending. Additionally, the Town would first use restricted, committed, assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made. Unassigned fund balance cannot fall to a negative balance.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

**Note 3 – Detailed Notes on All Funds (continued)**

E. Capital Assets

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

	<b><u>Beginning</u></b> <b><u>7/1/2019</u></b>	<b><u>Increases</u></b>	<b><u>Decreases</u></b>	<b><u>Ending</u></b> <b><u>6/30/2020</u></b>
Governmental Activities				
Capital assets, being depreciated				
Building and building improvements	\$ 464,315	\$ -	\$ -	\$ 464,315
Vehicles	64,129	91,703	(49,099)	106,733
Furniture and equipment	413,543	4,307	(655)	417,195
Parks	130,245	81,997	-	212,242
Streets and roads	<u>1,240,590</u>	<u>-</u>	<u>-</u>	<u>1,240,590</u>
Total capital assets being depreciated	<u>2,312,822</u>	<u>178,007</u>	<u>(49,754)</u>	<u>2,441,075</u>
Less accumulated depreciation for:				
Building and building improvements	(389,051)	(25,144)	-	(414,195)
Vehicles	(55,421)	(7,123)	46,236	(16,308)
Furniture and equipment	(229,029)	(40,606)	655	(268,980)
Parks	(28,422)	(7,196)	-	(35,618)
Streets and roads	<u>(639,123)</u>	<u>(62,844)</u>	<u>-</u>	<u>(701,967)</u>
Total accumulated depreciation	<u>(1,341,046)</u>	<u>(142,913)</u>	<u>46,891</u>	<u>(1,437,068)</u>
Total capital assets, being depreciated, net	<u>971,776</u>	<u>35,094</u>	<u>(2,863)</u>	<u>1,004,007</u>
Governmental activities capital assets, net	<u>\$ 971,776</u>	<u>\$ 35,094</u>	<u>\$ (2,863)</u>	<u>\$ 1,004,007</u>

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

Governmental activities:

	<b><u>2020</u></b>	<b><u>2019</u></b>
General government	\$ 62,708	\$ 47,399
Public works	66,062	75,980
Parks and recreation	14,143	9,555
Total depreciation	<u>\$ 142,913</u>	<u>\$ 132,934</u>

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

**Note 3 – Detailed Notes on All Funds (continued)**

F. Long-Term Liability

Changes in Long-Term Liability are as follows:

	<u>Balance</u> <u>June 30, 2019</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance</u> <u>June 30, 2020</u>
Accrued compensated absences	\$ 15,189	\$ 20,165	\$ -	\$ 35,354

**Note 4 – Commitment and Contingencies**

The Town is exposed to various risks of loss related to torts, theft of or damage to and destruction of assets, errors and omissions, injuries to employees, and natural disasters for which the Town carries insurance through Local Government Insurance Trust. Premiums for coverages are charged to the Town’s general fund, with no provision made for claim liability in addition to premiums unless an assessment is made by the Trust. Claims over the past three years have been significantly less than that amount.

The agreement with the pool provides that the pool will be self-sustaining through member premiums, and will reinsure through commercial companies for claims in excess of \$1,000,000. The Town continues to carry commercial insurance for health, life, short-term disability and workers compensation. Settled claims resulting from these risks have not exceeded commercial insurance coverage, and no significant reductions in insurance coverage have occurred, in any of the past three fiscal years.

**Note 5 - Retirement Plans**

A. Cost Sharing Multiple Employer Plan

As required by GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* (Statement 68) the Town has implemented Statement 68 effective with the June 30, 2015 financial statements. This statement replaced the requirements of Statement No. 27, *Accounting for Pensions by State and Local Governmental Employers* and Statement No. 50, *Pension Disclosures*, as they relate to governments that provide pensions through pension plans administered as trusts or similar arrangements that meet certain criteria. Statement No. 68 requires governments providing defined benefit pensions to recognize their long-term obligation for pension benefits as a liability for the first time, and to more comprehensively and comparably measure the annual costs of pension benefits.

TOWN OF CHEVY CHASE, MARYLAND  
Notes to Financial Statements  
June 30, 2020 and 2019

**Note 5 - Retirement Plans (continued)**

A. Cost Sharing Multiple Employer Plan (continued)

*Plan description* –the Town is a member of the Montgomery County Employees' Retirement System (System). The System was established by Montgomery County Code. Responsibility for the System's administration and operation is vested with the Systems Board of Investment Trustee's. The System is closed to employees hired on or after October 1, 1994, except for public safety bargaining unit employees and GRIP participants. The System provides retirement benefits to employees of participating agencies. All covered full-time employees of the County and participating agencies must become members of the System as a condition of employment.

*Pension benefits* – Normal and early retirement eligibility, the formula for determining the amount of benefits, and the cost of living adjustment varies depending upon the retirement group and retirement membership class. Normal retirement is a percentage of earnings multiplied by years of credited service. Earnings for optional non-integrated group members is defined as the high 12 months and for mandatory integrated plan members, the high 36 months. The percentage of earnings, the maximum years of credited service and the cost of living adjustment varies depending upon the retirement membership class and group. Members who retire early receive normal retirement benefits reduced by a minimum of 2 percent to a maximum of 60 percent depending on the number of years of early retirement precedes normal retirement. The System provides options for disability and death benefits to eligible participants. Annual cost of living adjustments are provided to retirees and beneficiaries based on the percentage change in the Consumer Price Index (CPI). All benefits vest at five years of service. There is currently 1 active Town employee in the System.

For members of the GRIP, employee contributions and earnings thereon vest immediately and employer contributions and earnings thereon are vested after three years of service or upon death, disability, or reaching retirement age. At separation, a participant's benefit is determined based upon the account balance which includes contributions and earnings.

*Contributions* - The System is a contributory plan with employees contributing a percentage of their base annual salary. Contribution rates range from 6 percent to 11.25 percent of regular earnings annually based on group classification and contributions earn interest at the rate of 4 percent per annum as specified under Section 33-39(b) of the Code. The County and each participating agency are required to contribute the remaining amounts necessary to fund the System using the actuarial basis as specified in Section 33-40 of the Code. The contribution rates for the years ended June 30, 2020 and 2019 were 5.93% and 5.74%, respectively.

Town of Chevy Chase, Maryland  
Notes to Financial Statements  
June 30, 2020 and 2019

**Note 5 - Retirement Plans (continued)**

A. Cost Sharing Multiple Employer Plans (continued)

The GRIP, as defined in the Section 33-35 of the Code, requires non-public safety employees to contribute 4 percent of regular earnings up to the Social Security wage base and 8 percent above the Social Security wage base. Section 33-40 of the code requires the County and each participating agency to contribute 8 percent and 10 percent of regular earnings for non-public safety and public safety employees, respectively.

*Net Pension Liability* – the pension liability is determined using the individual entry age normal actuarial cost method. The objective of this method is to finance the benefits of the System as a level percentage of payroll over the members' career. The normal cost for each individual active member, payable for the date of employment to the date of retirement, is sufficient to accumulate the value of the member's benefit at the time of retirement. Each annual normal cost of constant percentage of the member's year by year projected covered pay. The net pension liability is allocated among all employers which includes the County and participating agencies. Each employer's portion of the net pension liability was determined by their respective employer's share of the unfunded actuarial liability, which is based on the number of participants each employer had participating in the system, relative to all participants in the System as of July 1, 2019.

*Actuarial assumptions* - The actuarial assumptions included (a) 7.5% discount rate, (b) projected salary increases of 3.00% to 10.75%, (c) Pub-2010 healthy retiree mortality table, sex-distinct for healthy mortality. Rates are set forwards six years for male disabled mortality and eight years for the female disabled mortality assumptions, (d) level percentage of payroll, separate closed periods bases for Public Safety and GRIP, single closed period amortization base for non-Public Safety, (e) 2.50% on the benefits attributable to credited service earned prior to June 30, 2011 and 2.20% on the benefits attributable to credited service earned on or after July 1, 2011, reflecting the 2.5% cap, (f) 7.5% investment rate of return, (g) individual entry age normal actuarial method, (h) market value.

An experience study was conducted for the period July 1, 2014 to July 1, 2018 in September 2019. The results of the experience study have been incorporated into the financial statements where applicable.

TOWN OF CHEVY CHASE, MARYLAND  
Notes to Financial Statements  
June 30, 2020 and 2019

Note 5 - Retirement Plans (continued)

A. Cost Sharing Multiple Employer Plan (continued)

*Discount rate* – a single discount rate of 7.5% was used to measure the total pension liability. This single discount rate was based on the expected rate of return on pension plan investments of 7.5%. The projection of cash flows to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and contributions from the County and other participating agencies will be made at contractually required rates, actuarially determined. Based on these assumptions, the pension plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The net pension asset if the discount rate changes plus 1% or minus 1% from the discount rate used in the current projection is as follows:

	<b>1% Decrease (6.5%)</b>	<b>Current Discount Rate (7.5%)</b>	<b>1% Increase (8.5%)</b>
Town's net pension asset/liability	<u>\$ (115,291)</u>	<u>\$ (11,494)</u>	<u>\$ 75,846</u>

*Other information* – the measurement period is July 1<sup>st</sup> through June 30<sup>th</sup>. The valuation date is June 30, 2019 as this was the latest period available. There are no changes to the benefit terms.

The Montgomery Employees’ Retirement System issues a comprehensive annual financial report. The report can be obtained from the agency’s offices.

Montgomery County Employee Retirement Plans  
101 Monroe Street, 15<sup>th</sup> Floor  
Rockville, Maryland 20850

*Changes in assumptions* – there were no changes in assumptions.

The Town’s annual required contribution was \$0 and \$0, for the years ended June 30, 2020 and 2019, respectively, which is the same as the annual pension cost. The contributions made to the GRIP plan for fiscal years ending June 30, 2020 and 2019 were \$5,632 and \$5,629, respectively.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

**Note 5 - Retirement Plans (continued)**

A. Cost Sharing Multiple Employer Plans (continued)

*Deferred inflows and outflows* – With the implementation of GASB Statement 68 deferred inflows and outflows are reported on the Statement of Net Position.

The composition of deferred outflows and inflows are as follows:

	<u>June 30, 2020</u>		<u>June 30, 2019</u>	
	<u>Outflows</u>	<u>Inflows</u>	<u>Outflows</u>	<u>Inflows</u>
Difference in expected versus actual experience in pension liability	\$ -	\$ (14,833)	\$ (6)	\$ (8,558)
Changes in assumptions	-	(16,882)	-	(125)
Differences in projected versus actual earnings on investments	-	(11,953)	(4)	-
Changes in employer's contribution and proportionate share of contributions	55,379	126,432	57,952	120,400
Employer contributions subsequent to measurement date	<u>5,632</u>	<u>-</u>	<u>5,462</u>	<u>-</u>
Balances	<u>\$ 61,011</u>	<u>\$ 82,764</u>	<u>\$ 63,404</u>	<u>\$ 111,717</u>

Pension investment will be amortized to income over the next five years. The pension contribution will reduce the net pension liability in the next fiscal year. The change in proportionate share of contributions will be amortized over 20 years beginning July 1, 2020.

B. Other Retirement Plans

Available to employees hired after June 30, 1996, is the Montgomery County Retirement Savings Plan, which is a cost-sharing, multiple employer defined contribution plan. As of June 30, 2020 and 2019, there were three employees enrolled in the plan. For the years ended June 30, 2020 and 2019, the required contribution was 8%, plus a 0.1% administrative fee. The employees also have 4% withheld from wages and forwarded to the plan.

Pension expense for the years ended June 30, 2020 and 2019 was \$34,874 and \$37,349, respectively.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

**Note 6 – Leases**

The Town rents office space from Montgomery County under a 35-year lease that began in 1986. During the time period that general obligation bonds were outstanding, no rent was due under the lease. Once the bonds had completely matured, in 2002, the Town began paying rent. As of July 1, 2003, rent was \$795 per month, with annual inflationary adjustments. During the 2004 fiscal year, the Town entered into an agreement with Montgomery County (the County), which assigned additional space in the County owned Leland Center where the Town offices are located. In consideration of the transfer of office space to the Town, the Town agreed to construct an addition to the Leland Center for use by the County. The Town agreed to bear the entire cost of the construction of the addition and the incorporation of the additional space into the Town offices. The County agreed to suspend the lease payments for the remaining 16 years of the lease. The project was completed in 2005 and rent payments ceased.

**Note 7 – Wynne Case**

Maryland's individual income tax is composed of a state and a local rate. Maryland residents are allowed a credit for taxes paid to other states, but the credit was allowed against only the state portion of the tax and not against the local tax portion. The U.S. Supreme Court ruled this practice to be unconstitutional because it results in double taxation of income earned outside of Maryland. As a result, the State of Maryland is requiring Maryland local governments to refund the estimated portion of income tax paid to the local governments in previous years, consisting of the local portion of the tax, that the state may have to re-pay taxpayers that file amended returns claiming a refund for the credit applicable to the local tax rate. The Town's estimated obligation for State taxes to be refunded to the State of \$762,228 and \$762,228 for the years June 30, 2020 and 2019, respectively is reported in the liabilities section of the Statements of Net Position. This amount will be repaid to the State over twenty quarters beginning May 1, 2021.

**Note 8 – Uncertainty**

In March 2020, the World Health Organization declared the outbreak of COVID-19 a global pandemic. While the Town's operations have not been significantly impacted by the pandemic so far, this continues to be an evolving situation and its potential effects on the Town cannot be fully estimated at this time.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Notes to Financial Statements**  
**June 30, 2020 and 2019**

**Note 9 – Subsequent Events**

Management has evaluated subsequent events through October 21, 2020, the date that the financial statements were available to be issued. There were no significant events to report.

**REQUIRED SUPPLEMENTARY INFORMATION**

**TOWN OF CHEVY CHASE, MARYLAND**  
**Required Supplemental Information**  
**Budgetary Comparison Schedule**  
**General Fund**  
**For the Year Ended June 30, 2020**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<b>Variance with Final Budget Positive (Negative)</b>
	<u>Original</u>	<u>Final</u>		<u>(Negative)</u>
<b>Revenues</b>				
<b>Taxes</b>				
<b>Local</b>				
Property taxes	\$ 122,000	\$ 122,000	\$ 125,670	\$ 3,670
Utility property tax	30,000	30,000	31,096	1,096
Total Taxes - Local	<u>152,000</u>	<u>152,000</u>	<u>156,766</u>	<u>4,766</u>
<b>State Shared</b>				
Income taxes	<u>2,400,000</u>	<u>2,400,000</u>	<u>3,399,161</u>	<u>999,161</u>
Total Taxes - State Shared	<u>2,400,000</u>	<u>2,400,000</u>	<u>3,399,161</u>	<u>999,161</u>
Total Taxes	<u>2,552,000</u>	<u>2,552,000</u>	<u>3,555,927</u>	<u>1,003,927</u>
<b>Licenses and Permits</b>				
Variance fees	5,000	5,000	3,200	(1,800)
Permit fees	30,000	30,000	19,190	(10,810)
Cable TV franchise tax - PEG	-	-	77,692	77,692
Cable TV franchise tax	<u>40,000</u>	<u>40,000</u>	<u>38,932</u>	<u>(1,068)</u>
Total Licenses and Permits	<u>75,000</u>	<u>75,000</u>	<u>139,014</u>	<u>64,014</u>
<b>Fines and Forfeitures</b>				
Parking fines and meters	<u>9,000</u>	<u>9,000</u>	<u>11,782</u>	<u>2,782</u>
Total Fines and Forfeitures	<u>9,000</u>	<u>9,000</u>	<u>11,782</u>	<u>2,782</u>
<b>Intergovernmental Revenues</b>				
County revenue sharing	132,000	132,000	131,669	(331)
State highway user tax	117,500	117,500	107,739	(9,761)
State Aid for Police Protection (SAPP)	23,000	23,000	23,213	213
Financial corporation -bank shares	<u>500</u>	<u>500</u>	<u>510</u>	<u>10</u>
Total Intergovernmental Revenues	<u>273,000</u>	<u>273,000</u>	<u>263,131</u>	<u>(9,869)</u>
<b>Miscellaneous</b>				
Special trash collection	1,000	1,000	1,010	10
Miscellaneous revenues	2,000	2,000	1,011	(989)
Interest	<u>140,000</u>	<u>140,000</u>	<u>130,788</u>	<u>(9,212)</u>
Total Miscellaneous	<u>143,000</u>	<u>143,000</u>	<u>132,809</u>	<u>(10,191)</u>
<b>Total Revenues</b>	<u>\$ 3,052,000</u>	<u>\$ 3,052,000</u>	<u>\$ 4,102,663</u>	<u>\$ 1,050,663</u>

Continued

**TOWN OF CHEVY CHASE, MARYLAND**  
**Required Supplemental Information**  
**Budgetary Comparison Schedule**  
**General Fund**  
**For the Year Ended June 30, 2020**

Expenditures	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>General Government</b>				
Administration:				
Salaries and benefits	\$ 641,200	\$ 641,200	\$ 575,419	\$ 65,781
Professional services	248,000	256,877	228,470	28,407
Services and supplies	87,000	87,000	108,609	(21,609)
Civic affairs and community programs:				
Services and supplies	120,000	120,000	83,830	36,170
Total General Government	1,096,200	1,105,077	996,328	108,749
<b>Public Safety</b>				
Parking control, building inspections, services and supplies				
	339,500	377,500	386,744	(9,244)
Total Public Safety	339,500	377,500	386,744	(9,244)
<b>Public Works</b>				
Sanitation and waste removal:				
Household trash collection	186,250	186,250	180,351	5,899
Yard trash collection	23,250	23,250	22,119	1,131
Organic waste collection	35,300	35,300	39,646	(4,346)
Leaf collection	72,000	72,000	72,000	-
Recycling	70,000	70,000	64,022	5,978
Streets and roads	212,500	252,500	49,142	203,358
Parks, grounds and trees	213,000	213,000	321,584	(108,584)
Total Public Works	812,300	852,300	748,864	103,436
<b>Total Expenditures Before Capital Project Expenditures</b>				
	2,248,000	2,334,877	2,131,936	202,941
<b>Capital Project Expenditures</b>				
Streets and sidewalks	655,000	655,000	316,095	338,905
Facilities and equipment	100,000	100,000	87,609	12,391
Parks, grounds and trees	150,000	150,000	98,215	51,785
Total Capital Project Expenditures	905,000	905,000	501,919	403,081
<b>Total Expenditures After Capital Project Expenditures</b>				
	\$ 3,153,000	\$ 3,239,877	\$ 2,633,855	\$ 606,022

The accompanying notes are an integral part of this schedule.

**TOWN OF CHEVY CHASE, MARYLAND  
Notes to Required Supplementary Information  
June 30, 2020**

**Note 1 – Summary of Significant Budget Policies**

The Town Council annually adopts a budget for the General Fund of the primary government. All appropriations are legally controlled at the departmental level for the General Fund. On May 22, 2019 the Town Council approved the original adopted budget. The final revised budget was approved on May 13, 2020.

The budgets are integrated into the accounting system, and the budgetary data, as presented in the financial statements for all funds with annual budgets, compare the expenditures with the amended budgets. All budgets are presented on the modified accrual basis of accounting. Accordingly, the accompanying Budgetary Comparison Schedule for the General Fund presents actual expenditures in accordance with the accounting principles generally accepted in the United States on a basis consistent with the legally adopted budgets as amended. Unexpended appropriations on annual budgets lapse at the end of each fiscal year.

**Note 2 – Material Violations**

There were no material violations of the annual appropriated budgets for the General Fund for the fiscal year ended June 30, 2020. In addition, there were no excesses of budgetary expenditures for that period.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Schedules of Proportionate Share of the Net**  
**Pension Liability and Related Ratios**  
**For the Years Ended June 30,**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Town's portion of the net pension liability/(asset)	0.0%	0.0%	0.5%	3.4%	2.9%	0.0%
Town's proportionate share of the net pension liability/asset	\$ (11,494)	\$ (17,159)	\$ 170,671	\$ 184,371	\$ 120,751	\$ 67,786
Town's covered-employee payroll	\$ 111,235	\$ 98,060	\$ 102,524	\$ 432,639	\$ 499,717	\$ 637,757
Town's proportionate share of the net pension liability/asset as a percentage of its covered employee payroll	-10.33%	-17.50%	166.47%	42.62%	24.16%	10.63%
Plan fiduciary net position as a percentage of the total pension liability	0.00%	0.00%	92.00%	87.06%	89.69%	92.28%

Fiscal year 2015 was first year of implementation, therefore only six years are shown.

The accompanying notes are an integral part of this schedule.

**TOWN OF CHEVY CHASE, MARYLAND**  
**Schedules of Required Contributions**  
**For the Years Ended June 30,**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 5,632	\$ 5,462	\$ 5,629	\$ 13,010	\$ 15,671	\$ 66,612
Contribution in relation to the contractually required contribution	<u>5,632</u>	<u>5,462</u>	<u>5,629</u>	<u>142,582</u>	<u>15,671</u>	<u>66,612</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (129,572)</u>	<u>\$ -</u>	<u>\$ -</u>
Town's covered-employee payroll	<u>\$ 111,235</u>	<u>\$ 98,060</u>	<u>\$ 102,524</u>	<u>\$ 432,639</u>	<u>\$ 499,717</u>	<u>\$ 637,757</u>
Contribution as a percentage of covered employee payroll	5.06%	5.57%	5.49%	32.96%	3.14%	10.44%

Fiscal year 2015 was first year of implementation, therefore only six years are shown.

The accompanying notes are an integral part of this schedule.

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