

# ANNUAL COMPREHENSIVE FINANCIAL REPORT

FISCAL YEAR ENDED JUNE 30, 2022



TOWN OF CULPEPER, VIRGINIA

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ANNUAL COMPREHENSIVE FINANCIAL REPORT

FISCAL YEAR ENDED JUNE 30, 2022

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PREPARED BY:

Department of Finance / Treasurer's Office  
Howard A. Kartel, CPA, MGT, Director of Finance / Town Treasurer

**TOWN OF CULPEPER, VIRGINIA**  
**ANNUAL COMPREHENSIVE FINANCIAL REPORT**  
**Year Ended June 30, 2022**

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## **INTRODUCTORY SECTION**



# TOWN of CULPEPER

## FINANCE DIVISION/TREASURER'S OFFICE

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(540) 829-8220 • FAX (540) 829-8239  
[www.culpeperva.gov](http://www.culpeperva.gov)

November 14, 2022

To The Citizens of the Town of Culpeper:

In accordance with local ordinances and state statutes, the Town of Culpeper hereby submits the audited Annual Comprehensive Financial Report on its financial position and activities for the fiscal year ended June 30, 2022. This report was audited by the independent certified public accounting firm of PBMares, LLP, however the responsibility for the accuracy of the data, and the completeness and fairness of the presentation, including all disclosures, rests with the Town's management. To the best of our knowledge and belief, the enclosed data is accurate in all material aspects and reported in a manner that presents fairly the financial position and results of operations of the Town's various funds, and component units. All necessary disclosures have been included to enable the reader to gain an understanding of the financial activities of the Town.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The Town's MD&A can be found immediately following the independent auditor's report.

### **THE REPORTING ENTITY AND SERVICES PROVIDED**

The financial reporting entity includes all funds of the Town as well as its component units. Component units are legally separate entities for which the primary government is financially accountable. Discretely presented component units are reported in separate columns in the combined financial statements to emphasize that they are legally separate from the primary government and to differentiate their financial position, results of operations and cash flows from those of the primary government. The Industrial Development Authority is the only discretely presented component unit of the Town.

The Town of Culpeper provides a full range of services to its citizens including government administration; police protection; sanitation; the construction and maintenance of highways, streets, and infrastructure; general engineering; and planning and community development. In addition, the Town contributes to County volunteer fire and rescue departments, local economic and tourism development programs, cultural events, recreational activities and other civic and community service non-profit organizations. The Town also operates electric, water, and sewer utilities, that provide service to approximately 8,800 customers.

## **ECONOMIC CONDITION AND OUTLOOK**

Population growth continues within the Town into 2022, as evidenced by the National 2020 Census and the multi-year trend of continued residential development. The Town is positioned in the D.C./Northern Virginia growth ring with a forecasted steady population increase of approximately 42% through the year 2050 by the UVA Weldon Cooper Center for Public Service. This growth trend is changing the face of the Town to that of a regional marketing area and commuter-oriented town, with opportunities to support commercial and industrial growth. Culpeper is recognized regionally and statewide as a healthy and growing market, and has put in place economic development initiatives to promote prospective commercial development properties and incentivize residential apartment development in the downtown business district. The County unemployment rate for Culpeper in June 2022 was 2.7%, which was below both the Virginia Statewide rate (2.8%) and the national rate (3.6%) as of June 2022.

The economic impact of the COVID-19 pandemic and more recent inflationary conditions has created uncertainty and greater fluctuations in financial results over the past two years. Operating and capital budgets were adopted with an eye to maintaining financial stability during the pandemic, holding back non-essential spending and a reduction in force for personnel in fiscal year 2021 due to the then-unknown severity and duration of the pandemic. As the recovery unfolded and revenues started to return to pre-pandemic levels during fiscal year 2022, staff was re-hired and budgets were increased to provide services at normal levels. In addition to prior year Federal CARES Act funding, the Town was awarded Federal ARPA Coronavirus State and Local Fiscal Recovery Funds of \$19,581,052 which have been allocated towards re-hiring staff, providing public safety and economic development services and for a wastewater fund capital project. These funds have helped to offset Town expenditures related to combatting the negative economic impacts of the pandemic. Local tax revenues have all remained strong throughout and exceeded the reduced budget forecasts for fiscal year 2022. Property tax assessments for the 2021 and 2022 tax years saw significant increases due to the strong real estate market and increased vehicle market values, which enabled the Town to exceed budgeted revenues, and Town Council responded to the increasing vehicle assessments by reducing the tax rate on vehicles for the 2022 tax year. Offsetting these positive trends are inflationary increases to materials, fuel and chemicals used in Town operations across all Funds.

Given these conditions, the overall outlook for the Town is strong. The Town maintains a strong tourism presence which will be further enhanced by the recent General Assembly designation for a State battlefield park in Culpeper County, and is able to rely on related taxes (i.e., lodging and meals) as sources of revenues to further support the Governmental Fund budget. The Town is working to address the demands from a growing population, including improvements to capital infrastructure, utilities and quality of life services, such as public safety, transportation and recreational facilities. Several projects were completed in 2022, with more ongoing currently and planned for the coming years to meet these needs, and are discussed below in this narrative.

## **MAJOR INITIATIVES IN FY22**

FY22 brought a continued focus on improvements to Town infrastructure and operations, and planning for the future of our growing community. Restored funding for projects previously delayed in response to the economic conditions from the COVID-19 pandemic along with Strategic Reserve funds has enabled the following to either begin or continue during this past fiscal year:

- *Pandemic Grant Programs* – The Town secured Federal CARES Act funding of \$1.1 million provided through the Virginia Department of Housing and Community Development, to provide support to a total of 106 small businesses and not for profit organizations towards rent or mortgage relief in response to the COVID-19 pandemic. A total of approximately \$1.2 million was distributed during fiscal year 2021 and 2022.
- *Water Pollution Control Facility Primary Clarifier Drive Assembly Replacement* – The Town Wastewater utility staff worked with the original equipment supplier to design and install replacement drive assemblies



for the Water Pollution Control Facility primary clarifiers at a cost of approximately \$690,000. The existing clarifier drives were original to the plant which was constructed in 1982, and required replacement to ensure continuity of treatment processes.

- Commercial Electric Furnace Project – The Town Light & Power utility department completed a multi-year project to assist a commercial foundry with a request to update their existing electrical circuits to the foundry in anticipation of changing from coke-fired furnaces to all-electric furnaces. The costs of installation of approximately \$405,000 for an underground electrical circuit to a newly constructed mini-substation servicing the commercial site was reimbursed by and then contributed to the utility by the commercial customer.
- Water Treatment Plant Water Filter Distribution Trough Replacement – The Town Water utility department worked with an industrial process construction contractor to replace the original existing steel water filter distribution trough constructed in 1994 with a new stainless steel water filter distribution trough. The new stainless steel trough will not corrode and will extend the service life of the Water Treatment Plant for many years. This project was completed at a cost of approximately \$329,000.
- Downtown Development – The Town has undertaken a multi-year project to enhance the downtown area near the train depot. Land acquisition was done in fiscal year 2021, with planning and design for a new parking area and pedestrian bridge over the railroad tracks currently near completion as of June 30, 2022. When completed, the project will bring infrastructure improvements, additional parking and enhanced access to the downtown area, with added recreation space for citizens and visitors. Funding is primarily through the Town Strategic Reserve funds, with a projected total cost of approximately \$5 million.
- Culpeper Battlefield State Park – Tourism and Economic Development worked with the American Battlefield Trust and other entities during the past year to update the State Park Feasibility Study from its original version completed in 2016. The study was presented to Governor Youngkin's administration, and the State Park legislation was signed on June 21, 2022. Over 1,700 acres of preserved battlefield land in the County along with additional acreage under easement will be transferred to the Commonwealth of Virginia by July 2024 to create a Culpeper State Park. Tourism and Economic Development began the multi-year park planning process at the close of fiscal year 2022 with the Virginia Department of Conservation and Recreation, and remains a partner in bringing this vision to goal, bringing various economic benefits to the Town and regional area.

## **TOWN AWARDS AND ACHIEVEMENTS**

- Certificate of Achievement for Excellence in Financial Reporting - The Government Finance Association of the United States and Canada (GFOA) awarded the Certificate of Achievement for Excellence in Financial Reporting to the Town of Culpeper for the eighteenth consecutive year for its Annual Comprehensive Financial Report for the fiscal year ended, June 30, 2021. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. In order to be awarded a Certificate of Achievement, a government unit must timely publish an easily readable and efficiently organized comprehensive annual financial report, where the contents conform to program standards. Such reports must easily satisfy both generally accepted governmental accounting principles and applicable legal requirements.
- Directors Award – The Culpeper Water Treatment Plant maintained the Partnership for Safe Water Director's Award for 2021. This award recognizes the Town's continual commitment in protecting public health and providing high quality water services. The Partnership for Safe Water is an unprecedented alliance of six prestigious drinking water organizations which include: AWWA – American Water Works Association, AMWA – Association of Metropolitan Water Agencies, ASDWA – Association of State Drinking Water Administrators, NAWC – National Association of Water Companies, USEPA – U.S.

Environmental Protection Agency, and WRF - Water Research Foundation. The Partnership's mission is to improve the quality of water delivered to customers by optimizing water system operations.

- *Commission on Accreditation of Law Enforcement Agencies* – The Culpeper Police Department maintains a standard of excellence and accountability by its participation and following established law enforcement best practices set forth by the Commission on Accreditation of Law Enforcement Agencies (CALEA). The Police Department successfully completed the current year on-site assessment and annual review, and continues to be in good standing for the subsequent four-year review cycle since CALEA voted unanimously for Culpeper's status of Advanced Re-Accreditation with Meritorious Achievement in 2020.

## **LONG –TERM FINANCIAL PLANNING**

### ***Capital Improvements Plan***

The Town updates its Capital Improvements Plan (CIP) on an annual basis, which is approved by the Planning Commission and Town Council. The CIP is developed with the intention to preserve, maintain and improve the Town's stock of public facilities, such as roads, bridges, parks and utilities. The CIP provides a mechanism for estimating future capital requirements, planning and scheduling projects, developing revenue policy for proposed future improvements, budgeting high-priority projects, and informing the public of anticipated capital improvements. While the CIP provides the basis for the next fiscal year capital budget, it also serves as the framework for capital spending over the subsequent five-year period.

### ***Enterprise Fund Planning***

Additionally, the Town maintains a model for enterprise fund finances projecting fifteen years into the future. This model includes anticipated future capital needs for growth, and replacement of existing facilities, as well as projected operating revenues and normal operating costs, debt service and cash flows.

### ***Bond Credit Rating***

The Town continues to maintain a credit rating of Aa2 from Moody's as well as an AA credit rating from Standards & Poor's.

### ***Strategic Reserves***

The Town Strategic Reserves Policy ensures continued budget stability beyond the existing standard operating reserves, and establishes a funding source for future significant long-term capital projects without having to rely solely on debt financing. To date, Council has designated approximately \$10.2 million of fund balance to assigned fund balance under the policy, and used \$2.2 million for land purchases and design costs related to the downtown development and parking project.

## **ACCOUNTING SYSTEM, INTERNAL CONTROLS AND BUDGETARY CONTROLS**

The Town Finance Division/Treasurer's Office maintains the Town financial policies and operations, and provides support to Town departments and Town staff in all aspects of Finance. The staff is committed to achieving a high standard of service while managing the Town's finances in accordance with established accounting standards, and Town Code and policies.

### ***Staffing***

The Director of Finance/Town Treasurer reports directly to the Town Manager. The Finance/Treasurer's department handles tax billing and collections, utility billing and collections, payroll, accounts payable, investments, debt administration, and financial analysis and reporting.

### ***Internal Controls***

Internal controls are a critical component of the Finance Division/Treasurer's Office, and all segments of operations Town-wide are continually under review. Proper internal accounting controls exist to provide reasonable, but not absolute, assurance for both the safekeeping of assets and the fair presentation of the financial statements. The concept of reasonable assurance recognizes that: (a) the cost of controls should not exceed the benefits likely to be derived, and (b) the evaluation of costs and benefits requires estimates and judgments by management. Necessary improvements are implemented to maintain our fiduciary responsibility as stewards of the Town's assets, while also streamlining processes so we can provide a responsive level of service to the Town citizens and employees.

### ***Budgetary Controls***

The Town prepares an annual budget for operating expenditures, and as previously referenced, a capital budget based on the CIP. The annual budget is prepared by management and then reviewed and approved by Town Council before the start of each fiscal year. The Town reviews and controls spending both at the organization level and the department level. All spending is subject to Town Manager and Director of Finance/Town Treasurer approval at designated thresholds, and expenditures are reported monthly to Town Council for their review and approval. Further, Town Directors are responsible for budget control within their areas of responsibility. Controlling expenditures at multiple levels strengthens overall budgetary and spending controls.

## **OTHER INFORMATION**

### ***Independent Audit***

Virginia law requires that the financial statements of the Town be audited by a Certified Public Accountant (or alternatively, by the Auditor of Public Accounts) selected by Town Council. An annual audit of the Annual Comprehensive Financial Report has been performed by PBMares, LLP. Their audit was conducted in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and *Specifications for Audit of Counties, Cities, and Towns*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. The auditor's report, which includes their opinion on the financial statements of various funds and account groups of the Town is contained in this report on page one of the Financial Section. Other auditor's reports are included in the Compliance Section.

### ***Acknowledgments***

The preparation of the Annual Comprehensive Financial Report is partly outsourced, with contributions provided by the dedicated service of the Finance Division/Treasurer's Office staff. I extend my sincere appreciation for the efforts of staff towards the preparation of this report. I also wish to thank the Town Council, Town Manager, and Town-wide department staff for their support and continued interest towards creating a strong financial framework for the Town and its citizens. This report is available to the public via the Town's website located at [www.culpeperva.gov](http://www.culpeperva.gov).

Respectfully submitted,



Howard A. Kartel, CPA, MGT  
Director of Finance / Town Treasurer

# **TOWN OF CULPEPER, VIRGINIA**

## **DIRECTORY OF PRINCIPAL OFFICIALS AS OF JUNE 30, 2022**

### **TOWN COUNCIL**

Frank Reaves, Jr., Mayor  
William M. Yowell, Vice-Mayor

B. Travis Brown  
Jamie Clancey  
Erick Kalenga  
Michael T. Olinger

Janie Schmidt  
Joe Short  
Meaghan Taylor

### **APPOINTED OFFICIALS**

**TOWN MANAGER**  
Christopher D. Hively

**TOWN CLERK**  
Ashley R. Clatterbuck

**TOWN ATTORNEY**  
Martin R. Crim

### **DEPARTMENT HEADS**

**DIRECTOR OF PUBLIC WORKS**  
Jim Hoy

**DIRECTOR OF FINANCE /  
TOWN TREASURER**  
Howard Kartel

**DIRECTOR OF LIGHT & POWER**  
Michael Stover

**DIRECTOR OF HUMAN RESOURCES**  
Mary Brunner

**DIRECTOR OF PLANNING AND  
COMMUNITY DEVELOPMENT**  
Andrew Hopewell

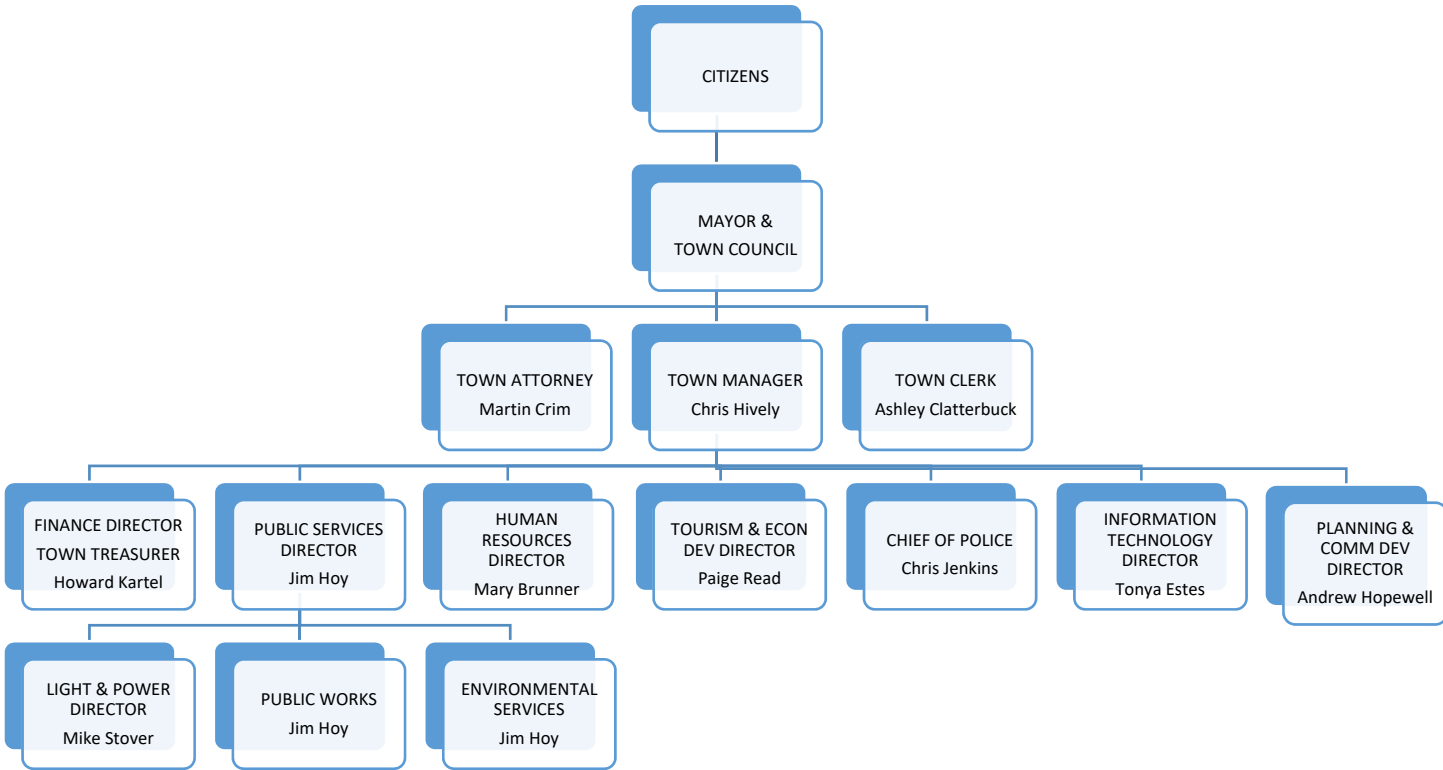
**DIRECTOR OF INFORMATION  
TECHNOLOGY**  
Tonya Estes

**CHIEF OF POLICE**  
Chris Jenkins

**DIRECTOR OF TOURISM AND  
ECONOMIC DEVELOPMENT**  
Paige Read

**TOWN OF CULPEPER, VIRGINIA**

**ORGANIZATIONAL CHART**





Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**Town of Culpeper  
Virginia**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

June 30, 2021

*Christopher P. Morill*

Executive Director/CEO

## **FINANCIAL SECTION**



## **INDEPENDENT AUDITOR'S REPORT**

To the Honorable Members of the Town Council  
Town of Culpeper, Virginia

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the remaining fund information and the budgetary comparison of the General Fund of the Town of Culpeper, Virginia (Town), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, the aggregate remaining fund information, and the budgetary comparison of the General Fund of the Town, as of June 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Specifications for Audits of Counties, Cities and Towns*, provided by the Auditor of Public Accounts of the Commonwealth of Virginia. Our responsibilities under those standards and specifications are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.



### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS; *Government Auditing Standards*; and the *Specifications for Audits of Counties, Cities and Towns* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, *Government Auditing Standards* and *Specifications for Audits of Counties, Cities and Towns*, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and the required supplementary information on pages 4-16 and 71-79, respectively, be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The schedules listed in the table of contents as other supplementary information and the schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedules listed in the table of contents as supplementary information and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### ***Other Information***

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections as listed in the table of contents but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 14, 2022 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Town's internal control over financial reporting and compliance.

***PBMares, LLP***

Harrisonburg, Virginia  
November 14, 2022

## **Town of Culpeper, Virginia Management's Discussion and Analysis**

As management of the Town of Culpeper, Virginia (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, 2022. Please read it in conjunction with the letter of transmittal at the front of this report and with the Town's basic financial statements, which follow this section.

### **FINANCIAL HIGHLIGHTS**

- The Town's assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources for all funds at the close of the fiscal year ended June 30, 2022 by \$143,631,743 (net position), an increase of \$7,940,919 or 5.9%, from the prior year restated balance. Of the current year amount, \$39,726,371 is unrestricted and may be used to meet the Town's ongoing obligations to its citizens and creditors.
- At the end of the fiscal year ended June 30, 2022, the Town's governmental funds reported an ending fund balance of \$24,314,247, an increase of \$6,177,041, or 34.1%, from the prior year. This amount is available for spending at the government's discretion, other than \$1,866,112 which is classified as non-spendable or restricted. During fiscal year 2022, the Town increased its Strategic Reserves (committed and assigned fund balance) for future budget stabilization and capital project purposes by a net amount of \$1,967,792 to approximately \$8.2 million.
- The Town was awarded \$19,581,052 of Federal ARPA SLFRF funding to be used to respond to the negative economic impact of the COVID-19 pandemic. As of June 30, 2022, approximately \$5.6 million has been allocated to fund premium pay, rehiring of staff and revenue replacement expenditures. Remaining funds are intended to be used to continue these expenditures, as well as approximately \$6 million to be used for capital improvements at the wastewater treatment plant.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the Town's basic financial statements. The Town's basic financial statements comprise three components:

1. Government-wide financial statements;
2. Fund financial statements; and
3. Notes to the financial statements.

This report also contains required supplementary information, other supplementary information and supplemental schedules 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 presents information on all of the Town's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the net difference between the four 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 declining.

## OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

The Statement of Activities 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 expenses 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).

Both of the government-wide financial statements distinguish functions of the Town 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 government, public safety, street maintenance, sanitation, building and grounds maintenance, recreation and cultural, and community development. The business-type activities of the Town are the water, wastewater and electric funds.

The government-wide financial statements include not only the Town of Culpeper, Virginia itself (known as the primary government), but also a legally separate industrial development authority for which the Town is financially accountable. Financial information for the component unit is reported separately from the financial information presented for the primary government.

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 governments, uses fund accounting to ensure and demonstrate compliance with finance-related requirements. All of the funds of the Town can be divided into two categories: governmental funds and proprietary funds.

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 spendable resources, as well as on balances of spendable 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 doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains three individual governmental funds. Information is presented in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, which is considered a major fund, the Cemetery Perpetual Care Fund and Cemetery Permanent Fund, which are considered non-major funds.

The Town adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget (see Schedule of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund in the accompanying financial statements).

## **OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)**

Proprietary funds – The Town maintains three proprietary funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses enterprise funds to account for its water, wastewater, and electric operations.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water, wastewater, and electric operations.

Notes to the financial statements - The notes to financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information - In addition to the basic financial statements and accompanying notes to financial statements, this report also presents certain supplementary information for budgetary comparison schedules, and required supplementary information concerning the Town's funding progress for the defined benefit pension plan and other post-employment benefits.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve as a useful indicator of a Town's financial position at any given point in time, and comparatively from year to year. In the case of the Town, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$143,631,743 at the close of the most recent fiscal year. The following table summarizes the Town's Statements of Net Position:

### Summary Statements of Net Position June 30, 2022 and 2021

|                                                            | Governmental Activities |                      | Business-Type Activities |                      | Total                 |                       |
|------------------------------------------------------------|-------------------------|----------------------|--------------------------|----------------------|-----------------------|-----------------------|
|                                                            | 2022                    | 2021                 | 2022                     | 2021                 | 2022                  | 2021                  |
| Current and other assets                                   | \$ 30,898,806           | \$ 29,771,034        | \$ 28,321,543            | \$ 29,885,632        | \$ 59,220,349         | \$ 59,656,666         |
| Capital assets, net                                        | 57,610,141              | 54,064,071           | 76,187,341               | 76,200,128           | 133,797,482           | 130,264,199           |
| <b>Total assets</b>                                        | <b>88,508,947</b>       | <b>83,835,105</b>    | <b>104,508,884</b>       | <b>106,085,760</b>   | <b>193,017,831</b>    | <b>189,920,865</b>    |
| Deferred outflows of resources                             | 2,954,728               | 3,347,920            | 1,722,713                | 1,932,569            | 4,677,441             | 5,280,489             |
| <b>Total assets and deferred outflows of resources</b>     | <b>91,463,675</b>       | <b>87,183,025</b>    | <b>106,231,597</b>       | <b>108,018,329</b>   | <b>197,695,272</b>    | <b>195,201,354</b>    |
| Current liabilities                                        | 5,343,562               | 11,174,054           | 2,435,360                | 2,585,140            | 7,778,922             | 13,759,194            |
| Noncurrent liabilities                                     | 13,837,501              | 20,472,194           | 24,784,295               | 28,715,612           | 38,621,796            | 49,187,806            |
| <b>Total liabilities</b>                                   | <b>19,181,063</b>       | <b>31,646,248</b>    | <b>27,219,655</b>        | <b>31,300,752</b>    | <b>46,400,718</b>     | <b>62,947,000</b>     |
| Deferred inflows of resources                              | 5,731,036               | 506,114              | 1,931,775                | 151,058              | 7,662,811             | 657,172               |
| <b>Total liabilities and deferred inflows of resources</b> | <b>24,912,099</b>       | <b>32,152,362</b>    | <b>29,151,430</b>        | <b>31,451,810</b>    | <b>54,063,529</b>     | <b>63,604,172</b>     |
| Net position:                                              |                         |                      |                          |                      |                       |                       |
| Net investment in capital assets                           | 48,485,616              | 43,829,900           | 53,774,016               | 51,984,648           | 102,259,632           | 95,814,548            |
| Restricted                                                 | 1,645,740               | 1,551,372            | -                        | -                    | 1,645,740             | 1,551,372             |
| Unrestricted                                               | 16,420,220              | 9,649,391            | 23,306,151               | 24,581,871           | 39,726,371            | 34,231,262            |
| <b>Total net position</b>                                  | <b>\$ 66,551,576</b>    | <b>\$ 55,030,663</b> | <b>\$ 77,080,167</b>     | <b>\$ 76,566,519</b> | <b>\$ 143,631,743</b> | <b>\$ 131,597,182</b> |

At the end of the current fiscal year, the Town continues to report positive balances in all categories of net position. A discussion of fiscal year 2022 activities and results are on the subsequent pages of this MD&A section.

A significant portion of the Town's net position, \$102,259,632 (71.2%) reflects net investment in capital assets, which are used to provide services to its citizens, and, consequently, these assets are not available for future spending for other purposes. Of the remaining components of net position, \$39,726,371 (27.7%) reflects unrestricted net position, which may be used towards the Town's ongoing obligations to its citizens and towards debt service obligations to its creditors. Restricted net position, \$1,645,740 (1.1%), are amounts legally reserved for specific purposes, such as cemetery permanent and perpetual care funds, special tax district funds, and unspent police asset seizure funds.

## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The Town's Net Position increased by \$7,940,919 during the current fiscal year. This increase is largely due to Federal ARPA SLFRF funds recognized of approximately \$5.5 million; developer contributions of roads, storm water, water and wastewater infrastructure totaling approximately \$3.3 million during the current year for the Town's General Fund, and Water and Wastewater enterprise funds; proceeds from the sale of surplus real property of \$1.15 million; offset by unrealized fair market value loss adjustments to the Town's fixed-income investment portfolio of approximately \$2.4 million. The following table summarizes the Town's Statements of Changes in Net Position:

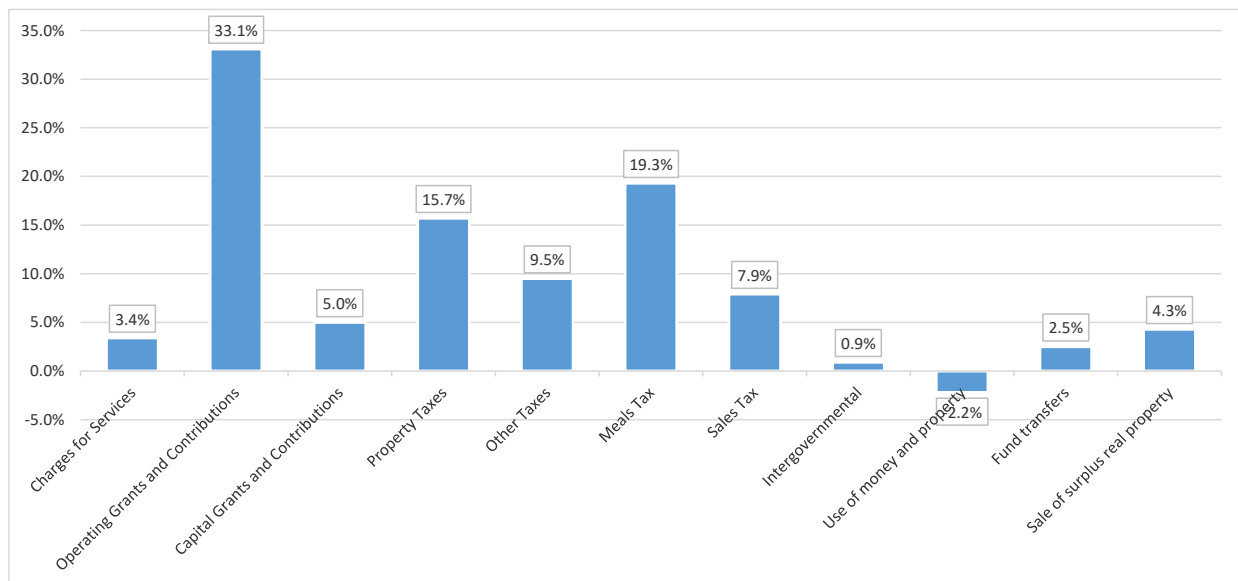
### Summary Statements of Changes in Net Position Years Ended June 30, 2022 and 2021

|                                             | Governmental Activities |                   | Business-Type Activities |                   | Total             |                   |
|---------------------------------------------|-------------------------|-------------------|--------------------------|-------------------|-------------------|-------------------|
|                                             | 2022                    | 2021              | 2022                     | 2021              | 2022              | 2021              |
| Revenues:                                   |                         |                   |                          |                   |                   |                   |
| Program revenues:                           |                         |                   |                          |                   |                   |                   |
| Charges for services                        | \$ 914,721              | \$ 887,841        | \$ 22,074,795            | \$ 20,808,231     | \$ 22,989,516     | \$ 21,696,072     |
| Operating grants and contributions          | 8,893,126               | 6,563,585         | 228,278                  | 218,514           | 9,121,404         | 6,782,099         |
| Capital grants and contributions            | 1,347,537               | 938,037           | 3,549,027                | 2,104,873         | 4,896,564         | 3,042,910         |
| General revenues:                           |                         |                   |                          |                   |                   |                   |
| Property taxes                              | 4,222,522               | 3,605,747         | -                        | -                 | 4,222,522         | 3,605,747         |
| Other local taxes                           | 9,869,152               | 8,708,866         | -                        | -                 | 9,869,152         | 8,708,866         |
| Intergovernmental revenue                   | 231,475                 | 275,075           | -                        | -                 | 231,475           | 275,075           |
| Investment earnings                         | (580,986)               | 405,956           | (963,540)                | 228,589           | (1,544,526)       | 634,545           |
| Sale of surplus real estate                 | 1,150,000               | -                 | -                        | -                 | 1,150,000         | -                 |
| Other                                       | 156,676                 | 147,371           | -                        | -                 | 156,676           | 147,371           |
| <b>Total revenues</b>                       | <b>26,204,223</b>       | <b>21,532,478</b> | <b>24,888,560</b>        | <b>23,360,207</b> | <b>51,092,783</b> | <b>44,892,685</b> |
| Expenses:                                   |                         |                   |                          |                   |                   |                   |
| General government administration           | 2,106,575               | 2,054,689         | -                        | -                 | 2,106,575         | 2,054,689         |
| Public safety                               | 6,767,415               | 6,000,711         | -                        | -                 | 6,767,415         | 6,000,711         |
| Public works                                | 6,786,040               | 6,257,085         | -                        | -                 | 6,786,040         | 6,257,085         |
| Parks, recreation and cultural              | 672,197                 | 667,456           | -                        | -                 | 672,197           | 667,456           |
| Community development                       | 2,796,267               | 3,436,651         | -                        | -                 | 2,796,267         | 3,436,651         |
| Parking Authority                           | 79,515                  | 10,880            | -                        | -                 | 79,515            | 10,880            |
| Interest on long-term debt                  | 242,102                 | 232,514           | -                        | -                 | 242,102           | 232,514           |
| Water                                       | -                       | -                 | 5,576,830                | 5,469,453         | 5,576,830         | 5,469,453         |
| Wastewater                                  | -                       | -                 | 5,545,772                | 5,909,741         | 5,545,772         | 5,909,741         |
| Electric                                    | -                       | -                 | 12,579,151               | 10,985,261        | 12,579,151        | 10,985,261        |
| <b>Total expenses</b>                       | <b>19,450,111</b>       | <b>18,659,986</b> | <b>23,701,753</b>        | <b>22,364,455</b> | <b>43,151,864</b> | <b>41,024,441</b> |
| <b>Excess (deficiency) before transfers</b> | <b>6,754,112</b>        | <b>2,872,492</b>  | <b>1,186,807</b>         | <b>995,752</b>    | <b>7,940,919</b>  | <b>3,868,244</b>  |
| Transfers                                   | 673,159                 | 672,848           | (673,159)                | (672,848)         | -                 | -                 |
| <b>Change in net position</b>               | <b>7,427,271</b>        | <b>3,545,340</b>  | <b>513,648</b>           | <b>322,904</b>    | <b>7,940,919</b>  | <b>3,868,244</b>  |
| Net Position, beginning, as restated        | 59,124,305              | 51,485,323        | 76,566,519               | 76,243,615        | 135,690,824       | 127,728,938       |
| Net Position, ending                        | \$ 66,551,576           | \$ 55,030,663     | \$ 77,080,167            | \$ 76,566,519     | \$ 143,631,743    | \$ 131,597,182    |

## GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Governmental Activities – Program revenues, tax revenues, and transfers for governmental activities and other revenues totaled \$26,877,382 for fiscal year 2022, an increase of \$4,672,056 (or 21.0%) from the previous year. This is primarily from Federal ARPA SLFRF funds recognized in fiscal year 2022 of approximately \$5.5 million, representing an increase of approximately \$2.4 million from CARES Act funding received in fiscal year 2021; higher local taxes including meals, lodging, bank stock, admissions, and sales tax of approximately \$1.7 million resulting from overall improvement in economic conditions coming out of the pandemic; proceeds from the sale of surplus real property of \$1.15 million; offset a decrease in net investment income of approximately \$1 million due to unrealized fair market value losses on the fixed-income portfolio resulting from rising interest rates. Major revenue sources in fiscal year 2022 include meals taxes \$5,176,632 (19.3%), property taxes \$4,222,522 (15.7%), Federal ARPA SLFRF funding \$5,544,680 (20.6%), other local taxes \$2,566,665 (9.5%), VDOT street and highway maintenance reimbursement \$2,115,950 (7.9%) and local sales and use taxes \$2,125,855 (7.9%).

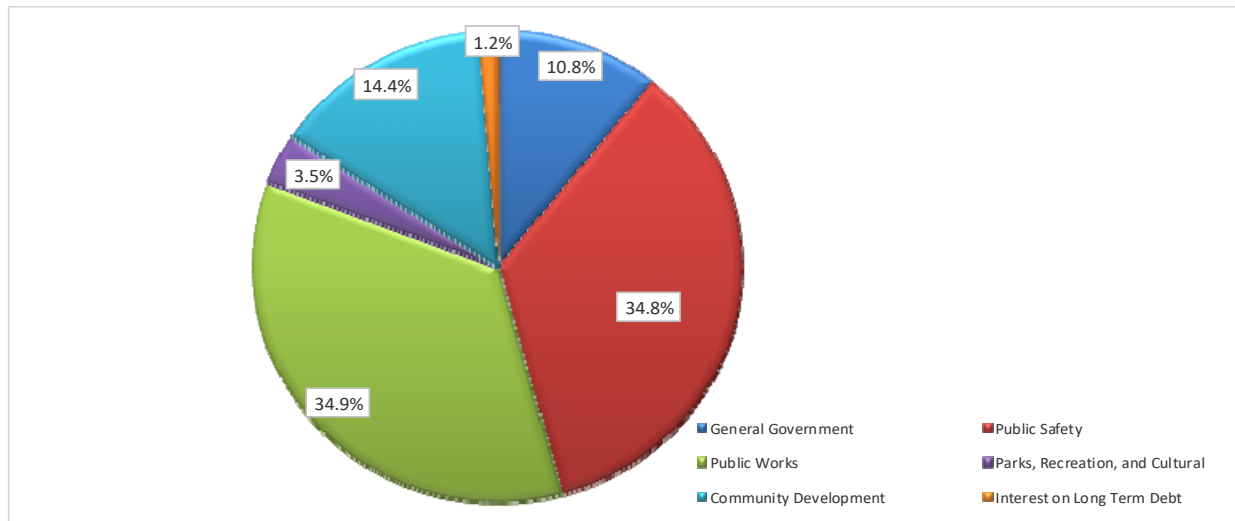
### Revenues by Source – Governmental Activities, year ended June 30, 2022



Governmental activity expenses are broken down in a format that focuses on the cost of providing services by function of the government (general government, public works, public safety, etc.). The total expenses for fiscal year 2022 were \$19,450,111, an increase of \$790,125 (or 4.2%) above the previous year. The primary factors for the increase related to inflationary increases in operating costs such as fleet fuels and maintenance supplies which has a greater impact on the larger departments of public safety (\$767,000), including an increase in the Town's allocated share of operating costs for the regional E-911 center, and public works (\$529,000); offset by a decrease in community development (\$640,000) from lower funding of business grant programs as economic conditions improved in the 2<sup>nd</sup> year of the pandemic; and nominal fluctuations in spending across various departmental budget lines. The governmental activities overall net position increased by \$7,427,271 during the current fiscal year.

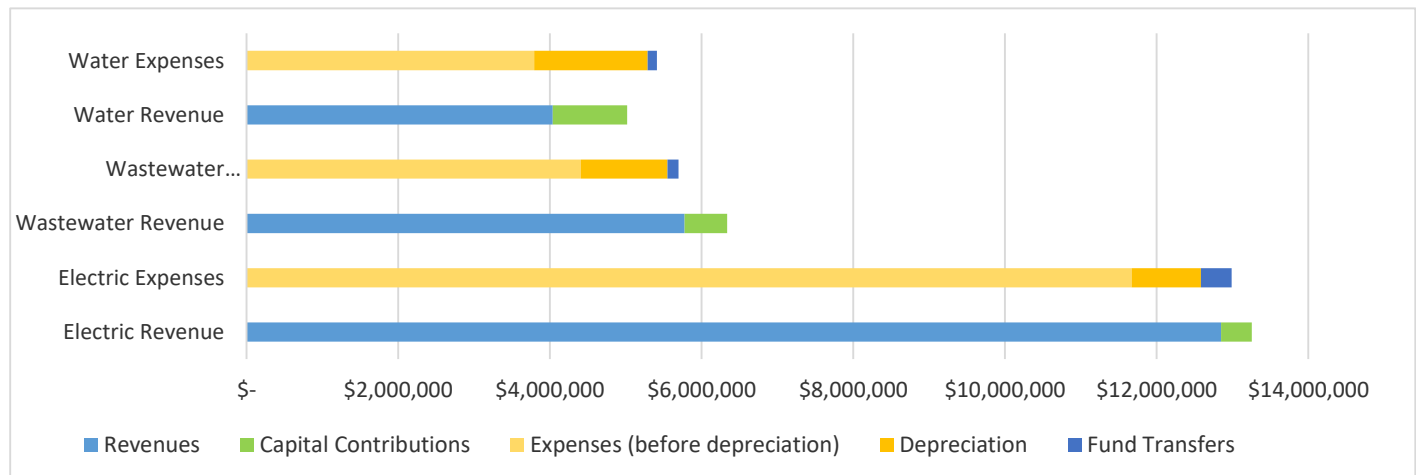


## Expenses – Governmental Activities, Year ended June 30, 2022

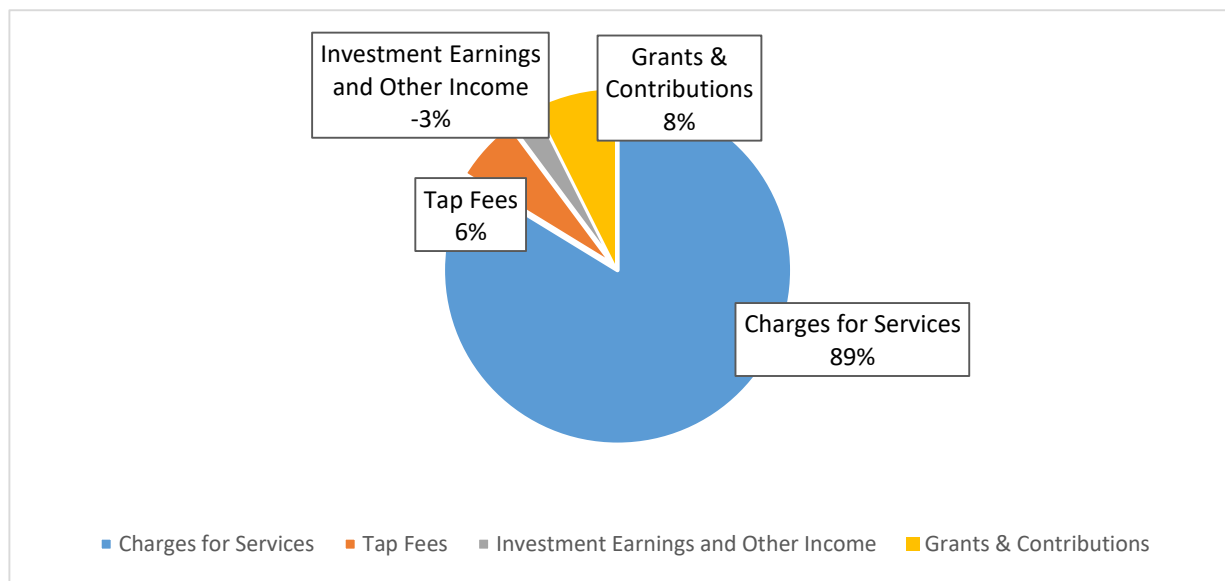


**Business-type Activities** – The Water, Wastewater, and Electric funds concluded fiscal year 2022 with an increase in net position of \$513,648, which is approximately \$191,000 higher than the increase in net position for the prior year. Overall revenues increased approximately \$1.9 million, primarily due to increased electric utility billings of approximately \$1.1 million related to a scheduled rate increase in addition to increased kW demand charges that had gone down in the prior year during the pandemic, and higher water and sewer tap fees of \$632,250 as a result of increased real estate development activity over the prior year. Operating expenses and depreciation in fiscal year 2022 totaled \$22.8 million, or a \$1.1 million increase over the prior year. Electric fund purchased power costs increased by approximately \$1.2 million due to the increased kW demand power, while all other utility fund expenses experienced nominal budgetary fluctuations as compared to the prior year. Overall, utility funds strived to maintain operating costs at prior year levels in response to the financial impact of the pandemic, along with Council declining to adopt any rate increases for fiscal year 2021. Investment income decreased by 521% or approximately \$1.2 million due to the effect of rising investment interest rates resulting in unrealized fair market value losses on the fixed-income portfolio. Capital contributions from developers represents utility assets such as water lines, sewer lines, fire hydrants, meters and electric substations that are installed by residential and commercial developers and then inspected and accepted by the Town into the respective Town utility funds. Total developer contributions were \$1,946,000 in fiscal year 2022, an increase of \$812,000 over the prior year. The utility funds also made fund transfers to the General Fund as payments in lieu of taxes (PILOT) of \$673,000, which did not change from the prior year.

### Program Revenues and Expenses – Business-Type Activities, Year Ended June 30, 2022



### Revenues by Source – Business-Type Activities, Year ended June 30, 2022



## 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 reporting is to provide information on near-term inflows, outflows, and balances of available resources. Such information is useful in assessing the Town's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Town's net resources available for spending at the end of the fiscal year.

## FINANCIAL ANALYSIS OF THE TOWN'S FUNDS (Continued)

At June 30, 2022, the Town's governmental funds reported an ending fund balance of \$24,314,247, an increase of \$6,177,041 in comparison with the end of the prior year. Approximately 51.2% of this total amount, or \$12,446,186 constitutes unassigned fund balance, which is available for spending at the Town's discretion. During fiscal year 2022, Town Council designated an additional amount of \$158,500 to Budget Stabilization Reserves as assigned fund balance, bringing the total to \$3,007,500 or 12.4% of total fund balance. Budget Stabilization Reserves are calculated annually in accordance with the Strategic Reserves policy as a percentage of certain local taxes budgeted (sales, meals, lodging) to be able to withstand an economic downturn and reduced local tax revenues. Town Council also designated an additional amount of \$2,284,392 to a Major Capital Improvement Fund (MCIF) which are classified as committed fund balance, offset by budget transfers to capital project budgets for design and related costs for development in the downtown depot area in the amount of \$475,100, for a balance of \$5,173,214 at year end, or 21.3% of total fund balance. These designated funds are intended for future capital initiatives, with \$3 million of MCIF funds included in the fiscal year 2023 capital budget for construction of road improvements, a parking lot and a proposed outdoor public space near the downtown depot area, and may be used in accordance with the Strategic Reserves policy only to restore minimum operating reserves or, with the approval of Council, can be used for other purposes. The remainder of fund balance is non-spendable, restricted, or assigned to indicate that it is not available for new spending because it has already been designated for other uses. Further, MCIF and unassigned fund balances will be allocated towards the Town's commitment of \$5 million towards a multi-year Joint Town and County Pool agreement that was executed in fiscal year 2023.

As a measure of the governmental fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance and total fund balance at June 30, 2022 represents 56.3% and 110.02% of total fiscal year 2022 governmental fund expenditures, respectively.

The Town's General Fund balance increased by \$6,042,129 in fiscal year 2022, primarily due to higher than budgeted tax revenues (meals, sales and business license of approximately \$1.9 million); Federal ARPA funds designated as revenue replacement of approximately \$4.4 million; and proceeds of approximately \$1.1 million from the sale of the old Town Hall building to Culpeper County, which had been nearing the end of a long-standing lease agreement for the property in 2024. These amounts were offset by year end decreases in unrealized fair market value to investments of approximately \$1.2 million, as a result of the impact of the rising interest rate environment on the fixed-income portfolio. The Town's Cemetery Perpetual Care and Permanent Funds saw a combined increase in fund balance of \$134,912 as a result of cemetery lot sales and investment income during fiscal year 2022.

Proprietary Funds - The focus of the Town's proprietary fund reporting is to provide detailed information to demonstrate that fees charged for services are sufficient to cover the expenses to provide those services.

Unrestricted net position of the water fund at June 30, 2022 was \$8,035,184; the wastewater fund equaled \$6,480,956; and the electric fund amounted to \$8,790,011. The total combined increase in net position for the year ended June 30, 2022 was \$513,648. Operating revenues and tap fee revenues were up over the prior year, offset by higher costs for fuel, chemicals and electric purchased power, as well as the funds' share of unrealized fair market value adjustments to the investment portfolio. These factors, coupled with the Council decision to forego a rate increase for the water and sewer funds for the second year during the pandemic, with a 1% rate increase for the electric fund, are the primary drivers for the water fund reduction in net position of \$390,924 during the year, and the sewer fund and electric fund with increases of \$640,130 and \$264,442, respectively.

## GENERAL FUND BUDGETARY HIGHLIGHTS

Differences between the adopted expenditure budget and the amended budget was a total increase of \$6,480,987. Highlights of amendments, of which approximately \$3.5 million relates to amounts carried forward to fiscal year 2022 from fiscal year 2021 are as follows:

- \$2.6 million for grant-funded road projects in the design or construction phases;
- \$850,000 of additional funding towards the downtown development projects approved by Town Council during fiscal year 2022;
- \$721,000 for various department operating expenditures relating to projects not completed before the end of the prior fiscal year, including \$523,000 of pandemic-related business grant and utility relief funding;
- \$654,000 of additional pandemic-related expenditures supported by Federal ARPA monies, including an additional \$318,000 in Community Development Block Grant funds to provide further economic assistance to Town businesses to respond to the negative economic conditions caused by the pandemic, \$110,000 of additional utility relief funds and \$226,000 allocated towards staff premium pay compensation;
- \$560,000 to support advance funding of future police vehicle replacements, which are subject to significant delivery delays due to pandemic-related supply chain issues;
- \$180,000 for various other incomplete prior year capital projects; and
- \$80,000 for various community and tourism initiatives, including the Culpeper Diversity Equity and Inclusion Heritage program.

Differences between the amended expenditure budget and actual results amounted to spending less than budget by approximately \$4.4 million. Highlights are:

- Various General Fund capital projects budgeted were not completed during fiscal year 2022, creating a positive budget variance of approximately \$3.1 million, of which \$3 million was carried forward to fiscal year 2023.
- There were positive budget variances of approximately \$1.4 million across all General Fund operating departments, due primarily to ongoing projects and open encumbrances not delivered prior to the end of the fiscal year, as well as town-wide departmental budget underruns and utility relief funds of \$84,000 which were returned as there were not enough accounts meeting the stringent eligibility requirements to qualify for relief under the established program guidelines. In total, approximately \$641,000 represented unfinished projects and were carried forward to fiscal year 2023.

## CAPITAL ASSET AND LONG-TERM OBLIGATIONS

Capital Assets - The Town's capital assets for its governmental and business-type activities as of June 30, 2022 amounted to \$133.8 million (net of accumulated depreciation and amortization). This investment in capital assets includes land, buildings and improvements, machinery and equipment, leases recorded under GASB 87 and infrastructure. The total net decrease in the investment in capital assets for the current year was approximately \$900,000 or 0.7%, as depreciation and amortization exceeded new additions for the year. The overall decrease is comprised of \$6.4 million in additions, offset by \$690,000 in disposals and \$7 million in depreciation and amortization. Further, beginning accumulated depreciation and amortization for Governmental Activities was restated to reduce the prior year amount by \$4,093,642 to correct errors in prior year amounts reported on certain long-lived infrastructure assets.

## CAPITAL ASSET AND LONG-TERM OBLIGATIONS (Continued)

### The Town's Capital Assets

|                                   | Governmental Activities |                      | Business-Type Activities |                      | Total                 |                       |
|-----------------------------------|-------------------------|----------------------|--------------------------|----------------------|-----------------------|-----------------------|
|                                   | 2022                    | 2021                 | 2022                     | 2021                 | 2022                  | 2021                  |
| Land and non-depreciable          | \$ 6,534,660            | \$ 6,534,660         | \$ 1,755,835             | \$ 1,755,835         | \$ 8,290,495          | \$ 8,290,495          |
| Buildings and improvements        | 29,731,259              | 28,414,315           | 107,007,377              | 105,553,919          | 136,738,636           | 133,968,234           |
| Software, machinery and equipment | 11,126,006              | 10,668,904           | 12,737,356               | 11,791,548           | 23,863,362            | 22,460,452            |
| Infrastructure                    | 63,508,090              | 62,730,478           | 30,019,713               | 29,446,583           | 93,527,803            | 92,177,061            |
| Right-to-use leased equipment     | 429,921                 | 351,852              | -                        | -                    | 429,921               | 351,852               |
| Construction in progress          | 611,204                 | 801,103              | 558,639                  | 212,298              | 1,169,843             | 1,013,401             |
| Less accumulated depreciation     | (54,330,999)            | (50,991,747)         | (75,891,579)             | (72,560,055)         | (130,222,578)         | (123,551,802)         |
| Capital assets, net               | <u>\$ 57,610,141</u>    | <u>\$ 58,509,565</u> | <u>\$ 76,187,341</u>     | <u>\$ 76,200,128</u> | <u>\$ 133,797,482</u> | <u>\$ 134,709,693</u> |

Major capital asset events during the current fiscal year included the following:

- Developer contributions from finished phases of new residential sub-divisions were accepted by the Town in the amount of \$2,888,301. This amount includes roads, water and sewer infrastructure, and storm water collection assets. The Town also accepted an electric substation and metering improvements related to a commercial customer valued at \$404,763.
- Public Works completed two multi-year sidewalk improvement projects totaling \$689,000. These projects were supported with 80% State grant fund reimbursements.
- The Town is engaged in a multi-year project to develop the area near the train depot in the historic downtown district. Land parcels were purchased in a prior year, with design and planning costs incurred during the current year of approximately \$235,000 to be incorporated into a development project intended to bring enhanced parking, street access, a pedestrian bridge over the train tracks, retail, recreation and residential opportunities to the downtown area. An additional \$3 million is included for construction costs in the fiscal year 2023 budget.
- Town park improvements at Rockwater Park and Yowell Meadow Park, including paving of a new parking lot, play area fencing, a pedestrian foot-bridge and installation of a donated fountain structure were completed for a total cost of \$148,825.
- Improvements to the Water Treatment Plant water distribution and filter replacement project was completed at a cost of \$329,169, and improvements to the Water Pollution Control Facility clarifiers was completed at a cost of \$688,000.

Additional information on the Town's capital assets can be found in Note 6 of the accompanying financial statements.

## CAPITAL ASSET AND LONG-TERM OBLIGATIONS (Continued)

Long-Term Debt - At the end of the fiscal year ended June 30, 2022, the Town had total debt outstanding of \$32,384,934. This amount is comprised of general obligation (GO) debt backed by the full faith and credit of the Town government, and outstanding lease liabilities recorded under GASB 87.

### The Town's Outstanding Debt

|                          | Governmental Activities |               | Business-Type Activities |               | Total         |               |
|--------------------------|-------------------------|---------------|--------------------------|---------------|---------------|---------------|
|                          | 2022                    | 2021          | 2022                     | 2021          | 2022          | 2021          |
| General Obligation Bonds | \$ 8,172,000            | \$ 9,404,000  | \$ 21,393,000            | \$ 23,062,000 | \$ 29,565,000 | \$ 32,466,000 |
| Bond premium             | 797,055                 | 850,192       | 1,709,826                | 1,823,814     | 2,506,881     | 2,674,006     |
| Leases - GASB 87         | 313,053                 | 351,852       | -                        | -             | 313,053       | 351,852       |
| Total                    | \$ 9,282,108            | \$ 10,606,044 | \$ 23,102,826            | \$ 24,885,814 | \$ 32,384,934 | \$ 35,491,858 |

The Town's total net debt decreased by \$3,106,924 or 8.8% during the fiscal year ended June 30, 2022 primarily as a result of scheduled debt service payments. All fiscal year 2022 debt service payments were made timely.

The Town has maintained a rating of AA from Standard & Poor's and Aa2 from Moody's Investors Service for its outstanding general obligation debt. Moody's annual credit overview issued in June 2021 states the Town has a robust financial position, a healthy wealth and income profile, a sizable tax base, a manageable debt burden and a mid-ranged pension liability.

Additional information on the Town's long-term debt can be found in Note 7 of the accompanying financial statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The following factors were considered in preparing the Town's budget for the 2023 fiscal year:

- Overall real property tax receipts remain steady year over year, increasing primarily only for growth in residential development. Fiscal year 2023 real estate tax revenues were budgeted at approximately 3.1% (or \$50,000) higher than fiscal year 2022. Personal property tax revenues were budgeted at approximately 22% (or \$350,000) higher than fiscal year 2022, to reflect actual assessments and collection levels which were more robust than projected in the prior years during the pandemic. Actual personal property assessments were nearly 40% higher for the 2022 tax year primarily due to the increase in market value of new and used vehicles. Town Council adopted a 2022 real estate tax rate of \$0.082 per \$100 of assessed value, which represents no change from the prior year. To offset the significant increase in assessed values of vehicles, Town Council reduced the tax rate on vehicles from \$1.00 to \$0.75 per \$100 of assessed value, while leaving the rate for all other classes of personal property unchanged at \$1.00 per \$100, as well as for machinery and tools at a rate of \$0.80 per \$100.

Other local taxes (sales and use tax, meals tax, lodging tax) were budgeted upwards in fiscal year 2023 by \$1,630,000 (or 27%), as these taxes have continued to rebound from the drop-offs experienced at the onset of the pandemic, and actual prior year results exceeded prior year adjusted budget levels and are currently nearing pre-pandemic levels.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES (Continued)**

Budgeted general fund expenditures in fiscal year 2023 of \$22.4 million are approximately \$400,000 lower than the fiscal year 2022 amended budget amounts. Certain Federal pandemic spending to support the local business community will not be continued, but is offset by inflationary increases in operating costs across all departments, and staff wage and benefit increases of approximately 10% to be able to remain competitive in the local job market and in the current low unemployment environment.

The Town was awarded total Federal ARPA Coronavirus State and Local Fiscal Recovery Funds of \$19,581,052, and has allocated approximately \$6 million towards improvements at the Water Pollution Control Facility to begin in December 2022, with the remaining funds allocated towards Revenue Replacement and rehire of staffing positions that were reduced at the start of the pandemic.

- The rate of building and development activity has varied as a result of the economic impact of the pandemic, although the need for residential units throughout the Town is strong, based on existing demand and 2020 census population numbers as well as future growth projections. Prior year forecasted activity has been exceeded, while strong growth expectations for the current year have not yet materialized due to increasing interest rates and current housing values. Growth is best measured by water tap sales, with 105 new taps in fiscal year 2022, up from 64 in fiscal year 2021. Initial projections are for 90 new taps in fiscal year 2023, but only 7 have been realized to date through mid-November. Infill residential construction is ongoing, and a developer rezoning request for an additional 300+ units has been approved by the Town with buildout expected to take place within the next 2-3 years.
- Town Council approved a 5% increase in water utility rates for fiscal year 2023, with no increase in sewer utility rates, and adopted a 2% rate increase for the Electric fund.

## **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

Howard A. Kartel, CPA, MGT, Director of Finance/Town Treasurer, Town of Culpeper, 400 South Main Street, Suite 109, Culpeper, Virginia 22701. Email: [hkartel@culpeperva.gov](mailto:hkartel@culpeperva.gov)

## **BASIC FINANCIAL STATEMENTS**



# TOWN OF CULPEPER, VIRGINIA

## STATEMENT OF NET POSITION June 30, 2022

|                                                                              | Primary Government         |                             |                       | Discretely Presented<br>Component Unit |
|------------------------------------------------------------------------------|----------------------------|-----------------------------|-----------------------|----------------------------------------|
|                                                                              | Governmental<br>Activities | Business-Type<br>Activities | Total                 | Industrial<br>Development<br>Authority |
| <b>ASSETS</b>                                                                |                            |                             |                       |                                        |
| Cash and cash equivalents (Note 2)                                           | \$ 1,413,133               | \$ 1,848,315                | \$ 3,261,448          | \$ 77,166                              |
| Investments (Note 2)                                                         | 21,174,658                 | 22,067,591                  | 43,242,249            | -                                      |
| Receivables, net (Note 3)                                                    | 1,030,019                  | 3,004,527                   | 4,034,546             | -                                      |
| Due from other governmental units (Note 5)                                   | 674,440                    | -                           | 674,440               | -                                      |
| Lease receivable (Note 8)                                                    | 452,196                    | -                           | 452,196               | -                                      |
| Inventories                                                                  | -                          | 1,268,116                   | 1,268,116             | -                                      |
| Cash and cash equivalents, restricted (Note 2)                               | 4,854,632                  | -                           | 4,854,632             | 51,185                                 |
| Investments, restricted (Note 2)                                             | 1,078,406                  | -                           | 1,078,406             | -                                      |
| Receivables, restricted (Note 3)                                             | 950                        | -                           | 950                   | -                                      |
| Prepaid items                                                                | 220,372                    | 132,994                     | 353,366               | -                                      |
| Capital assets (Note 6)                                                      |                            |                             |                       |                                        |
| Nondepreciable                                                               | 7,145,864                  | 2,314,474                   | 9,460,338             | -                                      |
| Depreciable, net                                                             | 50,464,277                 | 73,872,867                  | 124,337,144           | -                                      |
| <b>Total assets</b>                                                          | <b>88,508,947</b>          | <b>104,508,884</b>          | <b>193,017,831</b>    | <b>128,351</b>                         |
| <b>DEFERRED OUTFLOWS OF RESOURCES</b>                                        |                            |                             |                       |                                        |
| Deferred outflows related to pensions (Note 9)                               | 2,432,376                  | 902,506                     | 3,334,882             | -                                      |
| Deferred outflows related to other postemployment benefits<br>(Note 10 & 11) | 330,344                    | 130,706                     | 461,050               | -                                      |
| Deferred amount on refunding                                                 | 192,008                    | 689,501                     | 881,509               | -                                      |
| <b>Total deferred outflows of resources</b>                                  | <b>2,954,728</b>           | <b>1,722,713</b>            | <b>4,677,441</b>      | <b>-</b>                               |
| <b>LIABILITIES</b>                                                           |                            |                             |                       |                                        |
| Accounts payable and accrued liabilities                                     | 228,248                    | 1,085,554                   | 1,313,802             | -                                      |
| Accrued payroll and related liabilities                                      | 678,496                    | 184,183                     | 862,679               | -                                      |
| Accrued interest payable                                                     | 105,882                    | 278,651                     | 384,533               | -                                      |
| Bonds and security deposits                                                  | 96,143                     | 886,972                     | 983,115               | -                                      |
| Debt service reserve                                                         | -                          | -                           | -                     | 47,630                                 |
| Unearned revenue                                                             | 4,234,793                  | -                           | 4,234,793             | -                                      |
| Noncurrent liabilities:                                                      |                            |                             |                       |                                        |
| Due within one year:                                                         |                            |                             |                       |                                        |
| Other long-term debt (Note 7)                                                | 1,415,192                  | 1,849,988                   | 3,265,180             | -                                      |
| Compensated absences (Note 7)                                                | 797,641                    | 300,980                     | 1,098,621             | -                                      |
| Due in more than one year:                                                   |                            |                             |                       |                                        |
| Other long-term debt (Note 7)                                                | 7,866,916                  | 21,252,838                  | 29,119,754            | -                                      |
| Compensated absences (Note 7)                                                | 356,927                    | 77,111                      | 434,038               | -                                      |
| Net pension liability (Note 9)                                               | 1,637,675                  | 607,641                     | 2,245,316             | -                                      |
| Net other postemployment benefits liability (Note 10 & 11)                   | 1,763,150                  | 695,737                     | 2,458,887             | -                                      |
| <b>Total liabilities</b>                                                     | <b>19,181,063</b>          | <b>27,219,655</b>           | <b>46,400,718</b>     | <b>47,630</b>                          |
| <b>DEFERRED INFLOWS OF RESOURCES</b>                                         |                            |                             |                       |                                        |
| Lease related (Note 8)                                                       | 447,981                    | -                           | 447,981               | -                                      |
| Property taxes collected in advance                                          | 119,782                    | -                           | 119,782               | -                                      |
| Deferred inflows related to pensions (Note 9)                                | 4,489,655                  | 1,665,838                   | 6,155,493             | -                                      |
| Deferred inflows related to other postemployment benefits (Note 10<br>& 11)  | 673,618                    | 265,937                     | 939,555               | -                                      |
| <b>Total deferred inflows of resources</b>                                   | <b>5,731,036</b>           | <b>1,931,775</b>            | <b>7,662,811</b>      | <b>-</b>                               |
| <b>NET POSITION</b>                                                          |                            |                             |                       |                                        |
| Net investment in capital assets                                             | 48,485,616                 | 53,774,016                  | 102,259,632           | -                                      |
| Restricted                                                                   |                            |                             |                       |                                        |
| Special tax districts                                                        | 234,147                    | -                           | 234,147               | -                                      |
| Public safety - asset seizure funds                                          | 22,238                     | -                           | 22,238                | -                                      |
| Cemetery                                                                     | 1,389,355                  | -                           | 1,389,355             | -                                      |
| Unrestricted                                                                 | 16,420,220                 | 23,306,151                  | 39,726,371            | 80,721                                 |
| <b>Total net position</b>                                                    | <b>\$ 66,551,576</b>       | <b>\$ 77,080,167</b>        | <b>\$ 143,631,743</b> | <b>\$ 80,721</b>                       |

# TOWN OF CULPEPER, VIRGINIA

## STATEMENT OF ACTIVITIES Year Ended June 30, 2022

| Functions/Programs                          | Program Revenues     |                         |                                          |                                        | Net (Expense) Revenue and<br>Changes in Net Position |                             |                    | Component Unit<br>Industrial<br>Development<br>Authority |
|---------------------------------------------|----------------------|-------------------------|------------------------------------------|----------------------------------------|------------------------------------------------------|-----------------------------|--------------------|----------------------------------------------------------|
|                                             | Expenses             | Charges<br>for Services | Operating<br>Grants and<br>Contributions | Capital<br>Grants and<br>Contributions | Primary Government                                   |                             | Totals             |                                                          |
|                                             |                      |                         |                                          |                                        | Governmental<br>Activities                           | Business-Type<br>Activities | Totals             |                                                          |
| Governmental activities:                    |                      |                         |                                          |                                        |                                                      |                             |                    |                                                          |
| General government administration           | \$ 2,106,575         | \$ 150,921              | \$ 5,329,385                             | \$ -                                   | \$ 3,373,731                                         | \$ -                        | \$ 3,373,731       | \$ -                                                     |
| Public safety                               | 6,767,415            | 137,294                 | 423,400                                  | -                                      | (6,206,721)                                          | -                           | (6,206,721)        | -                                                        |
| Public works                                | 6,786,040            | 220,814                 | 2,137,693                                | 1,347,537                              | (3,079,996)                                          | -                           | (3,079,996)        | -                                                        |
| Parks, recreation and cultural              | 672,197              | 182,500                 | 155,874                                  | -                                      | (333,823)                                            | -                           | (333,823)          | -                                                        |
| Community development                       | 2,796,267            | 223,192                 | 846,774                                  | -                                      | (1,726,301)                                          | -                           | (1,726,301)        | -                                                        |
| Parking Authority                           | 79,515               | -                       | -                                        | -                                      | (79,515)                                             | -                           | (79,515)           | -                                                        |
| Interest on long-term debt                  | 242,102              | -                       | -                                        | -                                      | (242,102)                                            | -                           | (242,102)          | -                                                        |
| <b>Total governmental activities</b>        | <b>19,450,111</b>    | <b>914,721</b>          | <b>8,893,126</b>                         | <b>1,347,537</b>                       | <b>(8,294,727)</b>                                   | <b>-</b>                    | <b>(8,294,727)</b> | <b>-</b>                                                 |
| Business-type activities:                   |                      |                         |                                          |                                        |                                                      |                             |                    |                                                          |
| Water                                       | 5,576,830            | 3,853,703               | 124,781                                  | 1,670,450                              | -                                                    | 72,104                      | 72,104             |                                                          |
| Wastewater                                  | 5,545,772            | 5,047,068               | 78,953                                   | 1,473,814                              | -                                                    | 1,054,063                   | 1,054,063          |                                                          |
| Electric                                    | 12,579,151           | 13,174,024              | 24,544                                   | 404,763                                | -                                                    | 1,024,180                   | 1,024,180          |                                                          |
| <b>Total business-type activities</b>       | <b>23,701,753</b>    | <b>22,074,795</b>       | <b>228,278</b>                           | <b>3,549,027</b>                       | <b>-</b>                                             | <b>2,150,347</b>            | <b>2,150,347</b>   |                                                          |
| <b>Total primary government</b>             | <b>\$ 43,151,864</b> | <b>\$ 22,989,516</b>    | <b>\$ 9,121,404</b>                      | <b>\$ 4,896,564</b>                    | <b>(8,294,727)</b>                                   | <b>2,150,347</b>            | <b>(6,144,380)</b> |                                                          |
| Component Unit:                             |                      |                         |                                          |                                        |                                                      |                             |                    |                                                          |
| Industrial Development Authority            | \$ 31,328            | \$ -                    | \$ 30,772                                | \$ -                                   | -                                                    | -                           | -                  | (556)                                                    |
| <b>Total component unit</b>                 | <b>\$ 31,328</b>     | <b>\$ -</b>             | <b>\$ 30,772</b>                         | <b>\$ -</b>                            | <b>-</b>                                             | <b>-</b>                    | <b>-</b>           | <b>(556)</b>                                             |
| General Revenues:                           |                      |                         |                                          |                                        |                                                      |                             |                    |                                                          |
| Taxes:                                      |                      |                         |                                          |                                        |                                                      |                             |                    |                                                          |
| General property taxes                      |                      |                         |                                          |                                        | 4,222,522                                            | -                           | 4,222,522          | -                                                        |
| Other local taxes:                          |                      |                         |                                          |                                        |                                                      |                             |                    |                                                          |
| Meals tax                                   |                      |                         |                                          |                                        | 5,176,632                                            | -                           | 5,176,632          | -                                                        |
| Local sales and use tax                     |                      |                         |                                          |                                        | 2,125,855                                            | -                           | 2,125,855          | -                                                        |
| Business license tax                        |                      |                         |                                          |                                        | 1,159,132                                            | -                           | 1,159,132          | -                                                        |
| Bank stock tax                              |                      |                         |                                          |                                        | 510,246                                              | -                           | 510,246            | -                                                        |
| Cigarette tax                               |                      |                         |                                          |                                        | 207,338                                              | -                           | 207,338            | -                                                        |
| Hotel and motel room tax                    |                      |                         |                                          |                                        | 503,564                                              | -                           | 503,564            | -                                                        |
| Other local taxes                           |                      |                         |                                          |                                        | 186,385                                              | -                           | 186,385            | -                                                        |
| Intergovernmental revenue                   |                      |                         |                                          |                                        | 231,475                                              | -                           | 231,475            | -                                                        |
| Use of money and property                   |                      |                         |                                          |                                        | (580,986)                                            | (963,540)                   | (1,544,526)        | -                                                        |
| Sale of surplus real estate                 |                      |                         |                                          |                                        | 1,150,000                                            | -                           | 1,150,000          | -                                                        |
| Miscellaneous                               |                      |                         |                                          |                                        | 156,676                                              | -                           | 156,676            | -                                                        |
| Transfers (Note 4)                          |                      |                         |                                          |                                        | 673,159                                              | (673,159)                   | -                  | -                                                        |
| <b>Total general revenues and transfers</b> |                      |                         |                                          |                                        | <b>15,721,998</b>                                    | <b>(1,636,699)</b>          | <b>14,085,299</b>  | <b>-</b>                                                 |
| <b>Change in net position</b>               |                      |                         |                                          |                                        | <b>7,427,271</b>                                     | <b>513,648</b>              | <b>7,940,919</b>   | <b>(556)</b>                                             |
| Net Position, beginning, as restated        |                      |                         |                                          |                                        | 59,124,305                                           | 76,566,519                  | 135,690,824        | 81,277                                                   |
| Net Position, ending                        |                      |                         |                                          |                                        | \$ 66,551,576                                        | \$ 77,080,167               | \$ 143,631,743     | \$ 80,721                                                |

# TOWN OF CULPEPER, VIRGINIA

## BALANCE SHEET GOVERNMENTAL FUNDS June 30, 2022

|                                                                               | General<br>Fund      | Non-Major<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|-------------------------------------------------------------------------------|----------------------|------------------------------------|--------------------------------|
| <b>ASSETS</b>                                                                 |                      |                                    |                                |
| Cash and cash equivalents (Note 2)                                            | \$ 1,413,133         | \$ -                               | \$ 1,413,133                   |
| Investments (Note 2)                                                          | 21,174,658           | -                                  | 21,174,658                     |
| Receivables, net (Note 3)                                                     | 1,030,019            | -                                  | 1,030,019                      |
| Due from other governmental units (Note 5)                                    | 674,440              | -                                  | 674,440                        |
| Lease receivable (Note 8)                                                     | 452,196              | -                                  | 452,196                        |
| Cash and cash equivalents, restricted (Note 2)                                | 4,544,633            | 309,999                            | 4,854,632                      |
| Investments, restricted (Note 2)                                              | -                    | 1,078,406                          | 1,078,406                      |
| Receivables, restricted (Note 2)                                              | -                    | 950                                | 950                            |
| Prepaid items                                                                 | 220,372              | -                                  | 220,372                        |
| <b>Total assets</b>                                                           | <b>\$ 29,509,451</b> | <b>\$ 1,389,355</b>                | <b>\$ 30,898,806</b>           |
| <b>LIABILITIES</b>                                                            |                      |                                    |                                |
| Accounts payable and accrued liabilities                                      | \$ 228,248           | \$ -                               | \$ 228,248                     |
| Accrued payroll and related liabilities                                       | 678,496              | -                                  | 678,496                        |
| Bonds and security deposits                                                   | 96,143               | -                                  | 96,143                         |
| Unearned revenue                                                              | 4,234,793            | -                                  | 4,234,793                      |
| <b>Total liabilities</b>                                                      | <b>5,237,680</b>     | <b>-</b>                           | <b>5,237,680</b>               |
| <b>DEFERRED INFLOWS OF RESOURCES</b>                                          |                      |                                    |                                |
| Lease related (Note 8)                                                        | 447,981              | -                                  | 447,981                        |
| Property taxes collected in advance                                           | 119,782              | -                                  | 119,782                        |
| Unavailable revenue                                                           | 779,116              | -                                  | 779,116                        |
| <b>Total deferred inflows of resources</b>                                    | <b>1,346,879</b>     | <b>-</b>                           | <b>1,346,879</b>               |
| <b>FUND BALANCES</b>                                                          |                      |                                    |                                |
| Nonspendable                                                                  | 220,372              | 1,168,222                          | 1,388,594                      |
| Restricted                                                                    | 256,385              | 221,133                            | 477,518                        |
| Committed                                                                     | 5,173,214            | -                                  | 5,173,214                      |
| Assigned                                                                      | 4,828,735            | -                                  | 4,828,735                      |
| Unassigned                                                                    | 12,446,186           | -                                  | 12,446,186                     |
| <b>Total fund balances</b>                                                    | <b>22,924,892</b>    | <b>1,389,355</b>                   | <b>24,314,247</b>              |
| <b>Total liabilities, deferred inflows of resources<br/>and fund balances</b> | <b>\$ 29,509,451</b> | <b>\$ 1,389,355</b>                | <b>\$ 30,898,806</b>           |

# TOWN OF CULPEPER, VIRGINIA

## RECONCILIATION OF THE BALANCE SHEET OF THE GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION June 30, 2022

|                                                                                                                                                                                                              | Governmental Funds |                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------------------------|
| Total fund balances - governmental funds                                                                                                                                                                     | \$ 24,314,247      |                             |
| Amounts reported for governmental activities in the<br>Statement of Net Position are different because:                                                                                                      |                    |                             |
| Capital assets used in governmental activities<br>are not current financial resources and, therefore,<br>are not reported in the governmental funds.                                                         |                    |                             |
| Nondepreciable                                                                                                                                                                                               | \$ 7,145,864       |                             |
| Depreciable and amortizable, net                                                                                                                                                                             | <u>50,464,277</u>  |                             |
| Net capital assets                                                                                                                                                                                           |                    | 57,610,141                  |
| Deferred loss on refundings, discounts, and premiums are reported as<br>expenditures or revenues in the governmental funds, but are amortized<br>over the life of the debt in the statement of net position: |                    |                             |
| Bond premiums total \$1,115,879 net of accumulated amortization of<br>\$318,824.                                                                                                                             | (797,055)          |                             |
| Deferred loss on refunding total \$458,475 net of accumulated<br>amortization of \$266,467.                                                                                                                  | <u>192,008</u>     |                             |
|                                                                                                                                                                                                              |                    | (605,047)                   |
| Certain receivables are not available to pay for current-period<br>expenditures and, therefore, are deferred in the funds.                                                                                   |                    | 779,116                     |
| Financial statement elements related to other postemployment benefits<br>and pensions are applicable to future periods and, therefore, are not<br>reported in the funds.                                     |                    |                             |
| Deferred outflows related to:                                                                                                                                                                                |                    |                             |
| Pension                                                                                                                                                                                                      | 2,432,376          |                             |
| Other postemployment benefits                                                                                                                                                                                | 330,344            |                             |
| Deferred inflows related to:                                                                                                                                                                                 |                    |                             |
| Pension                                                                                                                                                                                                      | (4,489,655)        |                             |
| Other postemployment benefits                                                                                                                                                                                | (673,618)          |                             |
| Net pension liability                                                                                                                                                                                        | (1,637,675)        |                             |
| Net other postemployment benefits liability                                                                                                                                                                  | <u>(1,763,150)</u> |                             |
|                                                                                                                                                                                                              |                    | (5,801,378)                 |
| Long-term liabilities are not due and payable in the<br>current period and, therefore, are not reported as<br>liabilities in the governmental funds.                                                         |                    |                             |
| General obligation bonds                                                                                                                                                                                     | (8,172,000)        |                             |
| Lease liability                                                                                                                                                                                              | (313,053)          |                             |
| Compensated absences                                                                                                                                                                                         | (1,154,568)        |                             |
| Accrued interest                                                                                                                                                                                             | <u>(105,882)</u>   |                             |
|                                                                                                                                                                                                              |                    | <u>(9,745,503)</u>          |
| <b>Net position of governmental activities</b>                                                                                                                                                               |                    | <u><u>\$ 66,551,576</u></u> |

# TOWN OF CULPEPER, VIRGINIA

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS Year Ended June 30, 2022

|                                                 | General<br>Fund   | Non-Major<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|-------------------------------------------------|-------------------|------------------------------------|--------------------------------|
| Revenues:                                       |                   |                                    |                                |
| General property taxes                          | \$ 3,917,033      | \$ -                               | \$ 3,917,033                   |
| Other local taxes                               | 9,869,152         | -                                  | 9,869,152                      |
| Permits, privilege fees and regulatory licenses | 434,046           | -                                  | 434,046                        |
| Fines and forfeitures                           | 127,949           | -                                  | 127,949                        |
| Use of money and property                       | (611,598)         | 30,612                             | (580,986)                      |
| Charges for services                            | 248,426           | 104,300                            | 352,726                        |
| Miscellaneous                                   | 156,676           | -                                  | 156,676                        |
| Recovered costs                                 | 3,125,417         | -                                  | 3,125,417                      |
| Intergovernmental                               | 8,972,727         | -                                  | 8,972,727                      |
| <b>Total revenues</b>                           | <b>26,239,828</b> | <b>134,912</b>                     | <b>26,374,740</b>              |
| Expenditures:                                   |                   |                                    |                                |
| Current:                                        |                   |                                    |                                |
| General government administration               | 5,214,536         | -                                  | 5,214,536                      |
| Public safety                                   | 6,345,823         | -                                  | 6,345,823                      |
| Public works                                    | 4,497,507         | -                                  | 4,497,507                      |
| Parks, recreation and cultural                  | 679,757           | -                                  | 679,757                        |
| Community development                           | 1,934,072         | -                                  | 1,934,072                      |
| Parking Authority                               | 79,515            | -                                  | 79,515                         |
| Pandemic expenses                               | 1,033,775         | -                                  | 1,033,775                      |
| Capital projects                                | 690,677           | -                                  | 690,677                        |
| Debt service                                    |                   |                                    |                                |
| Principal retirement                            | 1,348,868         | -                                  | 1,348,868                      |
| Interest and fiscal charges                     | 274,397           | -                                  | 274,397                        |
| <b>Total expenditures</b>                       | <b>22,098,927</b> | <b>-</b>                           | <b>22,098,927</b>              |
| <b>Revenues over expenditures</b>               | <b>4,140,901</b>  | <b>134,912</b>                     | <b>4,275,813</b>               |
| Other financing sources:                        |                   |                                    |                                |
| Issuance of lease                               | 78,069            | -                                  | 78,069                         |
| Sale of surplus real estate                     | 1,150,000         | -                                  | 1,150,000                      |
| Transfers in (Note 4)                           | 673,159           | -                                  | 673,159                        |
| <b>Total other financing sources</b>            | <b>1,901,228</b>  | <b>-</b>                           | <b>1,901,228</b>               |
| <b>Net change in fund balances</b>              | <b>6,042,129</b>  | <b>134,912</b>                     | <b>6,177,041</b>               |
| Fund balances, beginning                        | 16,882,763        | 1,254,443                          | 18,137,206                     |
| Fund balances, ending                           | \$ 22,924,892     | \$ 1,389,355                       | \$ 24,314,247                  |

# TOWN OF CULPEPER, VIRGINIA

## RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES Year Ended June 30, 2022

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Governmental Funds |                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|
| Net change in fund balances - total governmental funds                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$                 | 6,177,041        |
| Reconciliation of amounts reported for governmental activities<br>in the Statement of Activities:                                                                                                                                                                                                                                                                                                                                                                                                                                         |                    |                  |
| Governmental funds report capital outlays as expenditures.<br>However, in the Statement of Activities, the cost of those<br>assets is allocated over their estimated useful lives and<br>reported as depreciation and amortization expense. This<br>is the amount by which capital outlays exceed depreciation<br>and amortization in the current period.                                                                                                                                                                                 |                    |                  |
| Expenditures for capital assets                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$                 | 1,266,192        |
| Less: depreciation and amortization expense                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                    | (3,406,454)      |
| Excess of capital outlays over depreciation and amortization                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                    | (2,140,262)      |
| The net effect of transactions involving capital assets<br>(i.e. disposals, donations, and transfers) is to increase net position                                                                                                                                                                                                                                                                                                                                                                                                         |                    | 1,240,838        |
| Revenues in the Statement of Activities that do not provide<br>current financial resources and are not reported as revenues<br>in the governmental funds.                                                                                                                                                                                                                                                                                                                                                                                 |                    | 305,489          |
| Debt proceeds provide current financial resources to<br>governmental funds, but issuing debt increases long-term<br>liabilities in the Statement of Net Position. Repayment<br>of principal is an expenditure in the governmental funds,<br>but the repayment reduces long-term liabilities in the<br>Statement of Net Position. Also, governmental funds<br>report the effect of premiums, discounts and similar<br>items when debt is first issued, whereas these amounts<br>are deferred and amortized in the Statement of Activities. |                    |                  |
| Debt principal repayment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                    | 1,232,000        |
| Amortization of bond premiums                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                    | 53,137           |
| Amortization of loss on refunding                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                    | (35,063)         |
| Issuance of lease                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                    | (78,069)         |
| Leases principal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                    | 116,868          |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                    | 1,288,873        |
| Some expenses reported in the Statement of Activities<br>do not require the use of current financial resources and,<br>therefore, are not reported as expenditures in<br>governmental funds.                                                                                                                                                                                                                                                                                                                                              |                    |                  |
| Accrued interest                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                    | 14,221           |
| Changes in pension liabilities and related deferred outflows and inflows of resources                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                    | 575,196          |
| Changes in OPEB liabilities and related deferred outflows and inflows of resources                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                    | 1,495            |
| Compensated absences                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                    | (35,620)         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                    | 555,292          |
| <b>Change in net position of governmental activities</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>\$</b>          | <b>7,427,271</b> |

# TOWN OF CULPEPER, VIRGINIA

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL – GENERAL FUND Year Ended June 30, 2022

|                                                                  | Budgeted Amounts   |                    | Actual              | Variance with<br>Final Budget<br>Over<br>(Under) |
|------------------------------------------------------------------|--------------------|--------------------|---------------------|--------------------------------------------------|
|                                                                  | Original           | Final              | Amounts             |                                                  |
| Revenues:                                                        |                    |                    |                     |                                                  |
| General property taxes                                           | \$ 3,551,062       | \$ 3,551,062       | \$ 3,917,033        | \$ 365,971                                       |
| Other local taxes                                                | 7,745,000          | 7,745,000          | 9,869,152           | 2,124,152                                        |
| Permits, privilege fees and regulatory licenses                  | 276,000            | 276,000            | 434,046             | 158,046                                          |
| Fines and forfeitures                                            | 135,000            | 135,000            | 127,949             | (7,051)                                          |
| Use of money and property                                        | 366,000            | 366,000            | (611,598)           | (977,598)                                        |
| Charges for services                                             | 221,500            | 221,500            | 248,426             | 26,926                                           |
| Miscellaneous                                                    | 53,600             | 53,600             | 156,676             | 103,076                                          |
| Recovered costs                                                  | 3,131,275          | 3,131,275          | 3,125,417           | (5,858)                                          |
| Intergovernmental                                                | 2,970,144          | 3,490,616          | 8,972,727           | 5,482,111                                        |
| <b>Total revenues</b>                                            | <b>18,449,581</b>  | <b>18,970,053</b>  | <b>26,239,828</b>   | <b>7,269,775</b>                                 |
| Expenditures:                                                    |                    |                    |                     |                                                  |
| Current:                                                         |                    |                    |                     |                                                  |
| General government administration                                | 4,904,267          | 5,517,910          | 5,214,536           | (303,374)                                        |
| Public safety                                                    | 6,172,036          | 6,846,350          | 6,345,823           | (500,527)                                        |
| Public works                                                     | 4,418,081          | 4,692,303          | 4,497,507           | (194,796)                                        |
| Parks, recreation and cultural                                   | 706,059            | 720,148            | 679,757             | (40,391)                                         |
| Community development                                            | 1,968,067          | 2,191,729          | 1,934,072           | (257,657)                                        |
| Parking authority                                                | 85,550             | 85,550             | 79,515              | (6,035)                                          |
| Pandemic expenses                                                | -                  | 1,176,359          | 1,033,775           | (142,584)                                        |
| Capital projects                                                 | 296,500            | 3,801,198          | 690,677             | (3,110,521)                                      |
| Debt service:                                                    |                    |                    |                     |                                                  |
| Principal retirement                                             | 1,232,000          | 1,232,000          | 1,348,868           | 116,868                                          |
| Interest and fiscal charges                                      | 272,996            | 272,996            | 274,397             | 1,401                                            |
| <b>Total expenditures</b>                                        | <b>20,055,556</b>  | <b>26,536,543</b>  | <b>22,098,927</b>   | <b>(4,437,616)</b>                               |
| <b>Excess (deficiency) of revenues over (under) expenditures</b> | <b>(1,605,975)</b> | <b>(7,566,490)</b> | <b>4,140,901</b>    | <b>11,707,391</b>                                |
| Other Financing Sources:                                         |                    |                    |                     |                                                  |
| Reserve balances                                                 | 932,816            | 6,893,331          | -                   | (6,893,331)                                      |
| Issuance of lease                                                | -                  | -                  | 78,069              | 78,069                                           |
| Sale of surplus real estate                                      | -                  | -                  | 1,150,000           | 1,150,000                                        |
| Transfer in (Note 4)                                             | 673,159            | 673,159            | 673,159             | -                                                |
| <b>Total other financing sources</b>                             | <b>1,605,975</b>   | <b>7,566,490</b>   | <b>1,901,228</b>    | <b>(5,665,262)</b>                               |
| <b>Net change in fund balance</b>                                | <b>\$ -</b>        | <b>\$ -</b>        | <b>\$ 6,042,129</b> | <b>\$ 6,042,129</b>                              |

# TOWN OF CULPEPER, VIRGINIA

## STATEMENT OF NET POSITION – PROPRIETARY FUNDS

June 30, 2022

|                                                                           | Business-Type Activities - Enterprise Funds |                      |                      |                      |
|---------------------------------------------------------------------------|---------------------------------------------|----------------------|----------------------|----------------------|
|                                                                           | Water                                       | Wastewater           | Electric             | Total                |
| <b>ASSETS</b>                                                             |                                             |                      |                      |                      |
| Current assets:                                                           |                                             |                      |                      |                      |
| Cash and cash equivalents (Note 2)                                        | \$ 667,223                                  | \$ 525,260           | \$ 655,832           | \$ 1,848,315         |
| Receivables, net (Note 3)                                                 | 478,086                                     | 659,849              | 1,866,592            | 3,004,527            |
| Investments (Note 2)                                                      | 7,751,897                                   | 6,181,273            | 8,134,421            | 22,067,591           |
| Inventories                                                               | 336,695                                     | 163,956              | 767,465              | 1,268,116            |
| Prepaid expenses                                                          | 11,822                                      | 79,973               | 41,199               | 132,994              |
| <b>Total current assets</b>                                               | <b>9,245,723</b>                            | <b>7,610,311</b>     | <b>11,465,509</b>    | <b>28,321,543</b>    |
| Noncurrent assets:                                                        |                                             |                      |                      |                      |
| Capital assets (Note 6)                                                   |                                             |                      |                      |                      |
| Nondepreciable                                                            | 1,738,530                                   | 531,036              | 44,908               | 2,314,474            |
| Depreciable, net                                                          | 36,360,741                                  | 33,163,281           | 4,348,845            | 73,872,867           |
| <b>Total noncurrent assets</b>                                            | <b>38,099,271</b>                           | <b>33,694,317</b>    | <b>4,393,753</b>     | <b>76,187,341</b>    |
| <b>Total assets</b>                                                       | <b>47,344,994</b>                           | <b>41,304,628</b>    | <b>15,859,262</b>    | <b>104,508,884</b>   |
| <b>DEFERRED OUTFLOWS OF RESOURCES</b>                                     |                                             |                      |                      |                      |
| Deferred outflows related to pensions (Note 9)                            | 274,325                                     | 260,153              | 368,028              | 902,506              |
| Deferred outflows related to other postemployment benefits (Note 10 & 11) | 42,704                                      | 44,029               | 43,973               | 130,706              |
| Deferred amount on refunding                                              | 2,902                                       | 619,512              | 67,087               | 689,501              |
| <b>Total deferred outflows of resources</b>                               | <b>319,931</b>                              | <b>923,694</b>       | <b>479,088</b>       | <b>1,722,713</b>     |
| <b>LIABILITIES</b>                                                        |                                             |                      |                      |                      |
| Current liabilities                                                       |                                             |                      |                      |                      |
| Accounts payable and accrued liabilities                                  | 141,001                                     | 47,208               | 897,345              | 1,085,554            |
| Accrued payroll and related liabilities                                   | 58,759                                      | 66,404               | 59,020               | 184,183              |
| Accrued interest payable                                                  | 39,348                                      | 203,958              | 35,345               | 278,651              |
| Customer security deposits                                                | 174,979                                     | -                    | 711,993              | 886,972              |
| Current portion of other long-term debt (Note 7)                          | 616,041                                     | 838,717              | 395,230              | 1,849,988            |
| Compensated absences (Note 7)                                             | 87,744                                      | 85,052               | 128,184              | 300,980              |
| <b>Total current liabilities</b>                                          | <b>1,117,872</b>                            | <b>1,241,339</b>     | <b>2,227,117</b>     | <b>4,586,328</b>     |
| Noncurrent liabilities:                                                   |                                             |                      |                      |                      |
| Other long-term debt (Note 7)                                             | 5,945,573                                   | 12,642,043           | 2,665,222            | 21,252,838           |
| Compensated absences (Note 7)                                             | 15,896                                      | 45,664               | 15,551               | 77,111               |
| Net pension liability (Note 9)                                            | 184,698                                     | 175,156              | 247,787              | 607,641              |
| Net other postemployment benefits liability (Note 10 & 11)                | 230,811                                     | 238,898              | 226,028              | 695,737              |
| <b>Total noncurrent liabilities</b>                                       | <b>6,376,978</b>                            | <b>13,101,761</b>    | <b>3,154,588</b>     | <b>22,633,327</b>    |
| <b>Total liabilities</b>                                                  | <b>7,494,850</b>                            | <b>14,343,100</b>    | <b>5,381,705</b>     | <b>27,219,655</b>    |
| <b>DEFERRED INFLOWS OF RESOURCES</b>                                      |                                             |                      |                      |                      |
| Deferred inflows related to pensions (Note 9)                             | 506,346                                     | 480,188              | 679,304              | 1,665,838            |
| Deferred inflows related to other postemployment benefits (Note 10 & 11)  | 87,986                                      | 91,009               | 86,942               | 265,937              |
| <b>Total deferred inflows of resources</b>                                | <b>594,332</b>                              | <b>571,197</b>       | <b>766,246</b>       | <b>1,931,775</b>     |
| <b>NET POSITION</b>                                                       |                                             |                      |                      |                      |
| Net investment in capital assets                                          | 31,540,559                                  | 20,833,069           | 1,400,388            | 53,774,016           |
| Unrestricted                                                              | 8,035,184                                   | 6,480,956            | 8,790,011            | 23,306,151           |
| <b>Total net position</b>                                                 | <b>\$ 39,575,743</b>                        | <b>\$ 27,314,025</b> | <b>\$ 10,190,399</b> | <b>\$ 77,080,167</b> |



# TOWN OF CULPEPER, VIRGINIA

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND NET POSITION - PROPRIETARY FUNDS Year Ended June 30, 2022

|                                                                 | Business-Type Activities - Enterprise Funds |                  |                   |                   |
|-----------------------------------------------------------------|---------------------------------------------|------------------|-------------------|-------------------|
|                                                                 | Water                                       | Wastewater       | Electric          | Total             |
| Operating Revenues:                                             |                                             |                  |                   |                   |
| Charges for services                                            | \$ 3,775,690                                | \$ 5,021,699     | \$ 13,096,060     | \$ 21,893,449     |
| Other                                                           | 78,013                                      | 25,369           | 77,964            | 181,346           |
| <b>Total operating revenues</b>                                 | <b>3,853,703</b>                            | <b>5,047,068</b> | <b>13,174,024</b> | <b>22,074,795</b> |
| Operating Expenses:                                             |                                             |                  |                   |                   |
| Treatment                                                       | 2,644,821                                   | 3,555,366        | -                 | 6,200,187         |
| Transmission, distribution and collection                       | 1,048,236                                   | 402,328          | 1,961,429         | 3,411,993         |
| Generation (Note 14)                                            | -                                           | -                | 7,991,494         | 7,991,494         |
| Administration                                                  | -                                           | -                | 1,637,349         | 1,637,349         |
| Depreciation and amortization                                   | 1,495,100                                   | 1,140,023        | 914,739           | 3,549,862         |
| <b>Total operating expenses</b>                                 | <b>5,188,157</b>                            | <b>5,097,717</b> | <b>12,505,011</b> | <b>22,790,885</b> |
| <b>Operating income (loss)</b>                                  | <b>(1,334,454)</b>                          | <b>(50,649)</b>  | <b>669,013</b>    | <b>(716,090)</b>  |
| Nonoperating Revenue (Expenses)                                 |                                             |                  |                   |                   |
| Net investment income                                           | (340,416)                                   | (268,011)        | (355,113)         | (963,540)         |
| Interest expense                                                | (98,849)                                    | (450,176)        | (79,088)          | (628,113)         |
| Gain (loss) on disposal of capital assets                       | (289,824)                                   | 2,121            | 4,948             | (282,755)         |
| Tap fees                                                        | 687,000                                     | 916,500          | -                 | 1,603,500         |
| Intergovernmental revenues                                      | 124,781                                     | 78,953           | 24,544            | 228,278           |
| <b>Net nonoperating revenue (loss)</b>                          | <b>82,692</b>                               | <b>279,387</b>   | <b>(404,709)</b>  | <b>(42,630)</b>   |
| <b>Income (loss) before capital contributions and transfers</b> | <b>(1,251,762)</b>                          | <b>228,738</b>   | <b>264,304</b>    | <b>(758,720)</b>  |
| Capital contributions and transfers                             |                                             |                  |                   |                   |
| Capital contributions                                           | 983,450                                     | 557,314          | 404,763           | 1,945,527         |
| Transfers out (Note 4)                                          | (122,612)                                   | (145,922)        | (404,625)         | (673,159)         |
| <b>Net capital contributions and transfers</b>                  | <b>860,838</b>                              | <b>411,392</b>   | <b>138</b>        | <b>1,272,368</b>  |
| <b>Change in net position</b>                                   | <b>(390,924)</b>                            | <b>640,130</b>   | <b>264,442</b>    | <b>513,648</b>    |
| Net position, beginning                                         | 39,966,667                                  | 26,673,895       | 9,925,957         | 76,566,519        |
| Net position, ending                                            | \$ 39,575,743                               | \$ 27,314,025    | \$ 10,190,399     | \$ 77,080,167     |

# TOWN OF CULPEPER, VIRGINIA

## STATEMENT OF CASH FLOWS –PROPRIETARY FUNDS Year Ended June 30, 2022

|                                                                                                | Business-Type Activities - Enterprise Funds |                    |                     |                     |
|------------------------------------------------------------------------------------------------|---------------------------------------------|--------------------|---------------------|---------------------|
|                                                                                                | Water                                       | Wastewater         | Electric            | Total               |
| Operating Activities                                                                           |                                             |                    |                     |                     |
| Receipts from customers                                                                        | \$ 3,906,873                                | \$ 5,085,877       | \$ 13,000,010       | \$ 21,992,760       |
| Payments to suppliers                                                                          | (2,179,982)                                 | (2,398,755)        | (10,036,682)        | (14,615,419)        |
| Payments to employees                                                                          | (1,577,293)                                 | (1,778,454)        | (1,816,302)         | (5,172,049)         |
| <b>Net cash provided by operating activities</b>                                               | <b>149,598</b>                              | <b>908,668</b>     | <b>1,147,026</b>    | <b>2,205,292</b>    |
| Noncapital Financing Activities                                                                |                                             |                    |                     |                     |
| Interfund transfers                                                                            | (122,612)                                   | (145,922)          | (404,625)           | (673,159)           |
| Intergovernmental revenues                                                                     | 124,781                                     | 78,953             | 24,544              | 228,278             |
| <b>Net cash provided by (used in) noncapital financing activities</b>                          | <b>2,169</b>                                | <b>(66,969)</b>    | <b>(380,081)</b>    | <b>(444,881)</b>    |
| Capital and Related Financing Activities                                                       |                                             |                    |                     |                     |
| Acquisition of capital assets                                                                  | (392,854)                                   | (1,510,212)        | -                   | (1,903,066)         |
| Proceeds from the disposal of capital assets                                                   | -                                           | 2,121              | 26,642              | 28,763              |
| Principal paid on general obligation bonds                                                     | (602,000)                                   | (710,000)          | (357,000)           | (1,669,000)         |
| Tap fees collected                                                                             | 687,000                                     | 916,500            | -                   | 1,603,500           |
| Interest paid on general obligation bonds                                                      | (102,971)                                   | (507,250)          | (92,467)            | (702,688)           |
| <b>Net cash used in capital and related financing activities</b>                               | <b>(410,825)</b>                            | <b>(1,808,841)</b> | <b>(422,825)</b>    | <b>(2,642,491)</b>  |
| Investing Activities                                                                           |                                             |                    |                     |                     |
| Sale (purchases) of investments                                                                | 327,857                                     | (390,736)          | (1,711,375)         | (1,774,254)         |
| Interest received, net fair value change                                                       | (340,416)                                   | (268,011)          | (355,113)           | (963,540)           |
| <b>Net cash used in investing activities</b>                                                   | <b>(12,559)</b>                             | <b>(658,747)</b>   | <b>(2,066,488)</b>  | <b>(2,737,794)</b>  |
| <b>Net decrease in cash and cash equivalents</b>                                               | <b>(271,617)</b>                            | <b>(1,625,889)</b> | <b>(1,722,368)</b>  | <b>(3,619,874)</b>  |
| Cash and Cash Equivalents                                                                      |                                             |                    |                     |                     |
| Beginning                                                                                      | 938,840                                     | 2,151,149          | 2,378,200           | 5,468,189           |
| Ending                                                                                         | \$ 667,223                                  | \$ 525,260         | \$ 655,832          | \$ 1,848,315        |
| Reconciliation of Operating Income (Loss) to Net Cash Provided by Operating Activities         |                                             |                    |                     |                     |
| Operating income (loss)                                                                        | \$ (1,334,454)                              | \$ (50,649)        | \$ 669,013          | \$ (716,090)        |
| Adjustments to reconcile operating income (loss) to net cash provided by operating activities: |                                             |                    |                     |                     |
| Depreciation and amortization                                                                  | 1,495,100                                   | 1,140,023          | 914,739             | 3,549,862           |
| Change in assets and liabilities:                                                              |                                             |                    |                     |                     |
| (Increase) decrease in:                                                                        |                                             |                    |                     |                     |
| Receivables, net                                                                               | 50,215                                      | 38,809             | (165,037)           | (76,013)            |
| Inventories                                                                                    | (73,772)                                    | (76,877)           | (20,035)            | (170,684)           |
| Prepaid expenses                                                                               | (2,580)                                     | (32,315)           | 61                  | (34,834)            |
| Pension related deferred outflows of resources                                                 | 5,605                                       | 53,189             | 65,898              | 124,692             |
| OPEB related deferred outflows of resources                                                    | 6,142                                       | 8,072              | 7,401               | 21,615              |
| (Decrease) increase in:                                                                        |                                             |                    |                     |                     |
| Accounts payable and accrued liabilities                                                       | (12,111)                                    | (30,437)           | (113,181)           | (155,729)           |
| Accrued payroll and related liabilities                                                        | 13,178                                      | 15,692             | 7,237               | 36,107              |
| Customer security deposits                                                                     | 2,955                                       | -                  | (8,977)             | (6,022)             |
| Compensated absences                                                                           | 20,937                                      | (8,082)            | (26,726)            | (13,871)            |
| Net pension liability                                                                          | (505,114)                                   | (596,992)          | (821,506)           | (1,923,612)         |
| Net OPEB liability                                                                             | (67,176)                                    | (75,059)           | (68,611)            | (210,846)           |
| Pension related deferred inflows of resources                                                  | 477,077                                     | 447,425            | 633,934             | 1,558,436           |
| OPEB related deferred inflows of resources                                                     | 73,596                                      | 75,869             | 72,816              | 222,281             |
| <b>Net cash provided by operating activities</b>                                               | <b>\$ 149,598</b>                           | <b>\$ 908,668</b>  | <b>\$ 1,147,026</b> | <b>\$ 2,205,292</b> |
| Noncash Capital and Related Financing Activities                                               |                                             |                    |                     |                     |
| Estimated acquisition value of assets received from developer contributions                    | \$ 983,450                                  | \$ 557,314         | \$ 404,763          | \$ 1,945,527        |

See Notes to Financial Statements.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies

##### A. Reporting Entity

The Town of Culpeper, Virginia (the “Town”) was established in 1870. The Town provides a full range of municipal services, including general government administration, public safety, public works, and electric, water and wastewater utilities. The Town is a political subdivision of the Commonwealth of Virginia operating under the Council-Manager form of government. The Council consists of a mayor and eight other members elected at large. The Council has responsibility for appointing the Town Manager, Town Clerk, and Town Attorney. The Town has taxing power subject to statewide restrictions and debt limits.

The financial statements of the Town are prepared in accordance with accounting principles generally accepted in the United States (GAAP) applicable to governmental units, as prescribed by the Governmental Accounting Standards Board (GASB). During the current year, The Town adopted GASB Statement No. 87, *Leases*, GASB Statement No. 91, *Conduit Debt Obligation*, GASB Statement No. 92, *Omnibus 2020*, and GASB Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*. As required by GAAP, the financial statements of the reporting entity include those of the Town (the primary government) and its component unit.

##### B. Discretely Presented Component Unit

The Industrial Development Authority of the Town of Culpeper, Virginia (IDA or the Authority) was created as a governmental subdivision of the Commonwealth of Virginia by ordinance of the Town Council of the Town of Culpeper, Virginia on October 29, 1968 pursuant to the provisions of the Industrial Development and Revenue Bond Act, Title 15.2, Chapter 49, Sections 15.2-4900 et seq. (formerly Title 15.1, Chapter 33, Section 15.1-1373, et seq.) of the *Code of Virginia* of 1950, as amended. The Authority is governed by seven directors appointed by the Mayor of the Town and there is a financial benefit/burden relationship. The Authority currently has four members, with three vacant positions. A director is appointed to a four-year term and can serve two consecutive terms. The Authority does not issue separate financial statements but is included in the Town’s financial statements for the fiscal year ended June 30, 2022 as a discretely presented component unit.

The Authority is empowered, among other things, to acquire, own, lease and dispose of any of its facilities and to make loans or grants in furtherance of its purposes as set forth by law, including to promote industry and develop trade by inducing manufacturing, industrial, government, nonprofit and commercial enterprises and institutions of higher education to locate in or remain in the Commonwealth and further the use of its agricultural products and natural resources.

The Authority is specifically authorized to issue bonds for any of its purposes, including the payment of the cost of its facilities and the payment or retirement of bonds previously issued by it. All bonds issued by the Authority are payable solely from the revenues and receipts derived from the leasing or sale by the Authority of its facilities or any part thereof or from the payments received by the Authority in connection with its loans. In addition, depending upon the financing structure, the bonds of the Authority may be further secured by a deed of trust or other collateral documents. No bonds of the Authority shall be deemed to constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### C. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the primary government. The effect of interfund activity has been eliminated from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. 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 or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

##### D. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. 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 in which they are billed. 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 financial 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 generally considers revenues to be available if they are collected within 45 days of the end of the current period. The Town considers expenditure driven grant reimbursements as revenue in the period in which the expenditure has been incurred and all eligibility requirements have been met. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

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

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### D. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

The Town reports the following governmental funds:

The General Fund is the Town's primary operating fund and is considered a major fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Cemetery Perpetual Care Fund is used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the Town's cemetery and is not considered a major fund.

The Cemetery Permanent Fund is used to account for the cemetery corpus, which is included in the nonspendable portion of fund balance and is not considered a major fund.

The Town reports the following major proprietary funds:

The Water Fund accounts for the activities of the Town's water treatment and distribution system.

The Wastewater Fund accounts for the activities of the Town's wastewater collection and treatment system.

The Electric Fund accounts for the activities of the Town's electric system.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the government's proprietary funds and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

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

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water, wastewater, and electric funds are charges to customers for services. Operating expenses for enterprise funds include the cost of providing services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses. Nonoperating revenues include tap fees, which is the sale of water and sewer capacity. At purchase, the tap fee attaches to the property. Town policy allows for refunding this fee within twenty-four months as long as the connection has not been made. Revenue is recognized upon approval of the tap connection.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### E. Budgets and Budgetary Accounting

Following are the procedures used to establish the budgetary data reflected in the financial statements:

- 1) Prior to June 30, the Town Manager submits to Town Council a proposed operating and capital budget for the subsequent fiscal year commencing July 1. The budget includes proposed expenditures and the means of financing them.
- 2) Public hearings are conducted to obtain citizen comments.
- 3) Prior to June 30, the subsequent year budget is legally enacted through passage of an appropriations resolution. The appropriations resolution places legal restrictions on expenditures at the fund level.
- 4) Formal budgetary integration is employed as a management control device for most funds.
- 5) The budget for the general fund is adopted on the modified accrual basis of accounting.
- 6) All appropriations which are not encumbered lapse at year end.

##### F. Cash and Cash Equivalents

The Town considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased to be cash equivalents.

##### G. Property Taxes

Property is assessed and taxes are levied for both real estate and personal property, on January 1 for the assessment date, and become a lien as of that date. Tax assessments and levy information are provided by Culpeper County. Real estate and personal property taxes are payable in one annual installment on the following January 31. The real estate tax rate for 2021 taxes due January 31, 2022 was \$0.082 per \$100 of assessed value. Residents who live in the Southridge, Lafayette Ridge, and Willow Shade districts pay an additional special assessment of \$.03, \$.05, and \$.02 per \$100 of assessed value, respectively. The personal property and business equipment tax rate was \$1.00 per \$100 of assessed value. The machinery and tools tax rate was \$.80 per \$100 of assessed value. A penalty of 10% for late payment and interest at the rate of 10% per annum are charged on unpaid balances. The Town bills and collects its own property taxes.

Town ordinance provides for an economic development program which allows eligible businesses to receive tax incentives based on the new taxes they pay to partially compensate for new investments and job training expenses in the Town. Businesses must invest at least \$500,000 in a year and submit an application for each year their investments exceed this level for review and approval prior to any incentives being paid in subsequent years. Total incentives paid in fiscal year 2022 were approximately \$32,000.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### H. Allowance for Uncollectible Accounts

The Town calculates its allowance for uncollectible accounts using historical collection data and specific account analysis.

##### I. Prepaid Items

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

##### J. Restricted Cash

The General Fund's restricted cash and cash equivalents include grant proceeds in which cash was received before expenditures have been incurred, as well as developer project cash bonds and Special Tax District funds. The Cemetery Perpetual Care Fund and Cemetery Permanent Fund's restricted cash and cash equivalents balances are restricted in accordance with the trust agreement.

##### K. Restricted Investments

The Cemetery Perpetual Care Fund and Cemetery Permanent Fund's restricted investment balances are restricted in accordance with the trust agreement.

##### L. Inventories

Inventories are stated at the lower of cost (first-in, first-out) or market. Inventories consist of parts and materials held for consumption for the water, wastewater, and electric operations, which are expensed when used.

##### M. Capital Assets

Capital assets, which include property, plant and equipment, right-to-use leased equipment, and infrastructure assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined as assets with an initial, individual cost of more than \$5,000 and an estimated useful life of a minimum of five years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation. Capital assets received in a service concession arrangement are reported at acquisition value. There were no impaired assets at year end.

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

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### M. Capital Assets (Continued)

Property, plant, and equipment generally are depreciated using the straight line method over the following estimated useful lives:

|                                   |               |
|-----------------------------------|---------------|
| Buildings and improvements        | 20 - 99 years |
| Software, machinery and equipment | 5 - 30 years  |
| Right-to-use leased equipment     | 1 - 5 years   |
| Infrastructure                    | 30 - 70 years |

Infrastructure assets include roads, bridges, underground pipe, traffic signals, etc.

##### N. Deferred Outflows/Inflows of Resources

In addition to assets, the statements which present financial position report a separate section for deferred outflows of resources which represents a consumption of net assets that applies to future periods and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Town has several items that qualify for reporting in this category. The first item is a deferred charge on refunding resulting from the difference in carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the life of the refunded or refunding debt. The remaining items relate to the pension plan and the other postemployment benefits (OPEB) plans. See Notes 9 through 11 for details regarding these items.

In addition to liabilities, the statements which present financial position report a separate section for deferred inflows of resources which represents an acquisition of net assets that applies to future periods and so will not be recognized as an inflow of resources (revenue) until that time. Several types of items qualify for reporting in this category. Accordingly, one item, unavailable revenue, which arises under the modified accrual basis of accounting, is reported only in the governmental funds Balance Sheet. The governmental funds report unavailable revenue from property taxes. This amount is deferred and recognized as an inflow of resources in the period that the amounts become available. The Town also recognizes lease related charges as deferred inflows in the governmental activities. The remaining items relate to the pension plan and the OPEB plans. See Notes 9 through 11 for details regarding these items.

##### O. Compensated Absences

Employees accumulate vacation time and sick leave depending upon their length of service. Accumulated vacation is paid upon termination to a limit based on years of service. Sick leave is paid to employees who leave the Town in good standing with 5 or more years of service at 25% of their accumulated sick leave up to a maximum of \$5,000. All vacation and sick pay is accrued when incurred in the government-wide and proprietary fund statements. A liability for these amounts is reported in the governmental funds only when the amounts are due and payable. The General Fund is responsible for paying the liability for compensated absences for general government employees and has been used in prior years to liquidate the governmental funds' liability.



## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### P. Pension

The Virginia Retirement System (VRS) Political Subdivision Retirement Plan (the Town's retirement plan) is a multi-employer, agent plan. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pension and pension expenses, information about the fiduciary net position of the Town's Retirement Plan and the additions to/deductions from the Town's Retirement Plan fiduciary net position have been determined on the same basis as they were reported by Virginia Retirement System (VRS). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

##### Q. Other Postemployment Benefits

###### *Local Plan*

The Town's Local Plan is a single-employer defined benefit plan administered by the Town. Health benefits include medical, dental, and vision insurance. Retirees may also elect to cover eligible spouses and/or dependents. It provides post-employment medical coverage for retired employees. Participants who do not retire directly from active service are not eligible for the benefit. Participants must meet eligibility for retirement or disability retirement with VRS to be eligible for health benefits. In addition, retirees must have 10 years of service with the Town. Participating retirees pay 100% of the monthly premium cost to continue with the Town's insurance plans.

Further, effective on or after July 1, 2020, retirees with 15 or more years of service are eligible to receive a Town contribution towards medical coverage. Retirees also must have participated in the Town's health insurance program for the five years immediately preceding retirement.

###### *Group Life Insurance*

The VRS Group Life Insurance Program (GLI) is a multiple employer, cost-sharing plan. It provides coverage to state employees, teachers, and employees of participating political subdivisions. The GLI was established pursuant to Section 51.1-500 et seq. of the *Code of Virginia*, as amended, and which provides the authority under which benefit terms are established or may be amended. The GLI is a defined benefit plan that provides a basic GLI benefit for employees of participating employers. For purposes of measuring the net GLI OPEB liability, deferred outflows of resources and deferred inflows of resources related to the GLI OPEB, and GLI OPEB expense, information about the fiduciary net position of the VRS GLI OPEB and the additions to/deductions from the VRS GLI OPEB's fiduciary net position have been determined on the same basis as they were reported by VRS. In addition, benefit payments are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### R. Long-Term Obligations

In the government-wide financial statements and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund-type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

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

##### S. Leases

*Lessee:* The Town is a lessee for noncancellable leases of equipment. The Town recognizes lease liabilities and intangible right-to-use leased assets (leased assets) in the government-wide financial statements. The Town recognized lease liabilities with an individual or class value of \$5,000 or more.

At the commencement of the lease, the Town initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The leased asset is initially measured as the initial amount of the lease liability, adjusted for lease payments made at or before the lease commencement date, plus certain initial direct costs. Subsequently, the leased asset is amortized on a straight-line basis over its useful life.

Key estimates and judgements related to leases include how the Town determines (1) the discount rate is uses to discount the expected lease payments to present value, (2) lease term, and (3) lease payments.

- The Town uses the interest rate charged by the lessor as the discount rate. When the interest rate charged by the lessor is not provided, the Town uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease payments included in the measurement of the lease liability are composed of fixed payments and purchase option price that the Town is reasonably certain to exercise.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### S. Leases (Continued)

*Lessee (continued):* The Town monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease asset and liability if certain changes occur that are expected to significantly affect the amount of the lease liability.

Lease assets are reported with other capital assets and lease liabilities are reported with long-term debt on the statement of net position.

*Lessor:* The Town is a lessor for noncancellable leases of property. The Town recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements.

At the commencement of the lease, the Town initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow or resources is recognized as revenue over the life of the lease term.

Key estimates and judgements include how the Town determines (1) the discount rate it uses to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts.

- The Town uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

##### T. Fund Balances

In the fund financial statements, governmental funds report classifications of fund balance as follows:

- **Nonspendable** – Amounts that cannot be spent because they are not in spendable form, or legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash. It also includes the long-term amount of interfund loans.
- **Restricted** – Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- **Committed** – Amounts can only be used for specific purposes pursuant to constraints imposed by formal action of the Town Council through adoption of a resolution. Only Town Council may modify or rescind the commitment.
- **Assigned** – Amounts the Town intends to use for a specified purpose; intent can be expressed by the Town Council or by the Town Manager or Town Treasurer, who has been designated this authority by the Town Council.
- **Unassigned** – Amounts that are available for any purpose; positive amounts are reported only in the General Fund.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### U. Net Position

Net position represents the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation and amortization, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net investment in capital assets excludes unspent debt proceeds. Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

##### V. Restricted Amounts

The Town applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

##### W. Minimum Fund Balance Policy

Within its general fund balance, the Town maintains a fiscal stability reserve amount for cash liquidity purposes. That balance should be sufficient to meet the Town's cyclical cash flows requirements and avoid the need for short-term tax anticipation borrowing. The fiscal stability reserve should have a balance that is not less than fifteen percent of the budgeted expenditures of the general fund and an optimum balance of thirty percent of expenditures.

Enterprise funds of the Town have a specified net position target of one hundred percent of operating expenses before depreciation and an optimum balance of two hundred percent of operating expenses. Further, when calculating reserves for the Electric Fund, purchased power costs shall be included at a balance of 30% of annual expense, as this is primarily a pass-through based on electric utility customer consumption.

##### X. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 1. Summary of Significant Accounting Policies (Continued)

##### Y. Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the appropriation, is employed as an extension of formal budgetary integration in the governmental funds. General, Water, Wastewater, and Electric fund encumbrances are \$917,975, \$180,389, \$371,198, and \$351,283, respectively, as of June 30, 2022.

##### Z. Subsequent Events

The Town has evaluated subsequent events through November 14, 2022, the date on which the financial statements were available to be issued.

#### Note 2. Deposits and Investments

##### Deposits

Deposits with banks are covered by the Federal Deposit Insurance Corporation (FDIC) or collateralized in accordance with the Virginia Security for Public Deposits Act (the “Act”) Section 2.2-4400 et. seq. of the *Code of Virginia*. Under the Act, banks and savings institutions holding public deposits in excess of the amount insured by the FDIC must pledge collateral to the Commonwealth of Virginia Treasury Board. Financial institutions may choose between two collateralization methodologies and depending upon that choice, will pledge collateral that ranges in the amounts from 50% to 130% of excess deposits. Accordingly, all deposits are considered fully collateralized, as well as the Atlantic Union Certificates of Deposit included in investments.

##### Investments

Investment Policy: In accordance with the *Code of Virginia* and other applicable laws and regulations, the Town’s investment policy permits investments in treasury securities, agency securities, prime quality commercial paper, certificates of deposit issued by domestic banks, bankers’ acceptances, Commonwealth of Virginia and Virginia Local Government Obligations, the Virginia State Non-Arbitrage Program (SNAP) or other authorized arbitrage investment management programs, the State Treasurer’s Local Government Investment Pool (the Virginia LGIP), and the Virginia Investment Pool (VIP).

Pursuant to Sec. 2.1-234.7 of the *Code of Virginia*, the Treasury Board of the Commonwealth sponsors the LGIP and has delegated certain functions to the State Treasurer. The LGIP reports to the Treasury Board at their regularly scheduled monthly meetings and the carrying value of the position in LGIP is the same as the value of the pool shares (i.e., the LGIP maintains a stable net asset value of \$1 per share in accordance with GASB No. 79).

VML/VACo’s Stable NAV Liquidity Pool (VIP) is used by local governments to invest assets as part of their day-to-day cash management strategy. The VIP maintains a stable net asset value of \$1 per share in accordance with GASB No. 79.

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 2. Deposits and 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 assets and are described as follows:

- 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

|                                     | Level 1       | Level 2      |
|-------------------------------------|---------------|--------------|
| U.S. Treasury and Agency securities | \$ 10,650,586 | \$ 7,792,914 |
| Municipal bonds                     | -             | 14,497,675   |
| Commercial paper                    | -             | 997,939      |

As of June 30, 2022, the Town has the following deposits and investments:

| Type                                                             | Fair Value           | Credit Rating | Percent of Portfolio |
|------------------------------------------------------------------|----------------------|---------------|----------------------|
| Primary Government                                               |                      |               |                      |
| Demand deposits                                                  | \$ 1,045,976         | NR            | 2.00%                |
| Certificate of deposit                                           | 9,415,572            | NR            | 17.96%               |
| U.S. Treasury and Agency                                         | 18,443,500           | N/A           | 35.17%               |
| Municipal bonds                                                  | 14,497,675           | AA-, AA+, AAA | 27.65%               |
| Commercial paper                                                 | 997,939              | AAAm          | 1.90%                |
| LGIP                                                             | 226,686              | AAAm          | 0.43%                |
| VIP                                                              | 7,809,387            | AAAm          | 14.89%               |
| <b>Primary government investments</b>                            | <b>\$ 52,436,735</b> |               | <b>100.00%</b>       |
| Primary Government reconciliation of deposits and investments:   |                      |               |                      |
| Cash and cash equivalents                                        | \$ 3,261,448         |               |                      |
| Investments                                                      | 43,242,249           |               |                      |
| Cash and cash equivalents, restricted                            | 4,854,632            |               |                      |
| Investments, restricted                                          | 1,078,406            |               |                      |
| <b>Total deposits and investments</b>                            | <b>\$ 52,436,735</b> |               |                      |
| Component Unit - IDA:                                            |                      |               |                      |
| Demand deposits                                                  | \$ 128,351           | NR            | 100.00%              |
| Component Unit - IDA reconciliation of deposits and investments: |                      |               |                      |
| Cash and cash equivalents                                        | \$ 77,166            |               |                      |
| Cash and cash equivalents, restricted                            | 51,185               |               |                      |
|                                                                  | <b>\$ 128,351</b>    |               |                      |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 2. Deposits and Investments (Continued)

##### Credit Risk

As required by *Code of Virginia* or Town policy, commercial paper shall have a rating of “P-1” or higher by Moody’s and “A-1” or higher by Standard & Poor’s issued by United States corporations, provided that the issuing corporation has a net worth of \$50 million and its long term debt is rated A or better by Moody’s and Standard and Poor’s. Bankers’ acceptances can only be purchased if the yield is greater than the United States Treasury obligations or Federal Agency issues and must have a rating of at least “A-1” by Standard & Poor’s and “P-1” by Moody’s Investor Service. Certificates of deposit at state and federally chartered banks and savings and loan associations are limited to the amount of the Federal Deposit Insurance Corporation or collateralized in accordance with the Virginia Security for Public Deposits Act Section 2.2-4400 et. Seq. of the Code.

Commonwealth of Virginia and Virginia Local Government Obligations secured by debt service reserve funds not subject to annual appropriation must be rated AA or higher by Moody’s or Standard & Poor’s.

##### Concentration of Credit Risk

In accordance with Town policy, no more than 15% of the overall portfolio may be invested in the securities of a single issuer, except for the securities of the U.S. Government, or a maximum of 25% with any individual counter party in an external investment pool recognized under the Code. Investments in deposit accounts (cash) that are collateralized in accordance with the Virginia Security for Public Deposits Act (Section 2.2-4400 et. Seq. of the Code) have no limit on the amount deposited. Investments in excess of these stated limits shall be allowed on a temporary basis for up to 120 days in the event of a large transaction, or series of transactions, until they can be invested in accordance with policy.

The Town had the following investments at June 30 that exceeded 5 percent of the total investment balance. These investments were not considered by management to represent a risk to the Town.

| Issuer                   | Fair Value    | Percent of<br>Total Portfolio |
|--------------------------|---------------|-------------------------------|
| U.S. Treasury Securities | \$ 10,155,332 | 23.42%                        |
| Federal Home Loan Banks  | 2,992,080     | 6.90%                         |
| Federal Farm Credit Bank | 2,914,414     | 6.72%                         |

##### Interest Rate Risk

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. The benchmark yield will be evaluated on an annual basis based on actual portfolio results over the prior 12 months and the expected portfolio average maturity over the future 12- month period. Return on investment is of secondary importance compared to the safety and liquidity objectives. The core of investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity.

Investments will be scheduled to ensure liquidity of funds to cover all expenditures. Investments may be invested with a target portfolio average maturity to be a maximum term of five years. A projection of the Town’s cash flows needs over a period of at least 12 months will be used to ensure adequate liquidity of funds.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

#### Note 2. Deposits and Investments (Continued)

##### Custodial Credit Risk

The policy requires that all investment securities purchased be held in safekeeping by a third party and evidenced by safekeeping receipts. As required by the *Code of Virginia*, all security holdings with maturities over 30 days may not be held in safekeeping with the “counterparty” to the investment transaction. As of June 30, 2022, investments are held in a bank’s trust department in the Town’s name.

##### Restricted Amounts

Restricted cash and cash equivalents and investments consist of the following:

|                                                           |    |           |
|-----------------------------------------------------------|----|-----------|
| ARPA funding                                              | \$ | 4,234,793 |
| Non-expendable corpus of the cemetery perpetual care fund |    | 1,167,272 |
| Cemetery perpetual care funds                             |    | 221,133   |
| Lafayette Ridge Special Tax District                      |    | 23,599    |
| Willow Shade Special Tax District                         |    | 36,720    |
| Southridge Special Tax District                           |    | 173,828   |
| Cash bonds held by Town                                   |    | 53,455    |
| Public safety asset seizure funds                         |    | 22,238    |
|                                                           |    | <hr/>     |
|                                                           | \$ | 5,933,038 |

In addition, the IDA held restricted cash for payments made by the Salem Volunteer Fire Department, in the amount of \$51,185. These funds will be used towards the IDA’s payment on their Rural Development loan. The loan has not been reflected in the statement of net position for the IDA in accordance with the adoption of GASB Statement No. 91.

#### Note 3. Receivables

##### Primary Government

Receivables for the individual funds are as follows:

|                                       | General      | Non-major<br>Governmental | Water      | Wastewater | Electric     | Total        |
|---------------------------------------|--------------|---------------------------|------------|------------|--------------|--------------|
| Receivables                           |              |                           |            |            |              |              |
| Property taxes                        | \$ 502,773   | \$ -                      | \$ -       | \$ -       | \$ -         | \$ 502,773   |
| Trade and other accounts              | 741,588      | 950                       | 491,294    | 675,554    | 1,915,776    | 3,825,162    |
|                                       | <hr/>        |                           |            |            |              |              |
| <b>Gross receivables</b>              | 1,244,361    | 950                       | 491,294    | 675,554    | 1,915,776    | 4,327,935    |
|                                       | <hr/>        |                           |            |            |              |              |
| Less: allowance for<br>uncollectibles | (214,342)    | -                         | (13,208)   | (15,705)   | (49,184)     | (292,439)    |
|                                       | <hr/>        |                           |            |            |              |              |
| <b>Receivables, net</b>               | \$ 1,030,019 | \$ 950                    | \$ 478,086 | \$ 659,849 | \$ 1,866,592 | \$ 4,035,496 |



## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 4. Interfund Transfers

Interfund transfers are as follows:

| Transfer Out Fund           | Transfer In Fund | Total<br>Transferred Out |
|-----------------------------|------------------|--------------------------|
| Water                       | General          | \$ 122,612               |
| Wastewater                  | General          | 145,922                  |
| Electric                    | General          | 404,625                  |
| <b>Total transferred in</b> |                  | <b>\$ 673,159</b>        |

The purpose of the transfers to the General Fund is payments in lieu of taxes.

#### Note 5. Due From Other Governmental Units

Amounts due from other governmental units are as follows:

Primary Government:

Governmental Funds:

Unrestricted:

General Fund

County of Culpeper:

|                             |            |
|-----------------------------|------------|
| Local sales tax             | \$ 351,710 |
| Court fines and e-ticketing | 5,101      |

Commonwealth of Virginia:

|                                                      |         |
|------------------------------------------------------|---------|
| Virginia Department of Transportation grant proceeds | 221,410 |
| SWAM grant admin pay for performance                 | 35,750  |
| Communication sales & use tax                        | 14,040  |
| Car rental tax                                       | 5,453   |
| Rolling stock tax                                    | 4,487   |

Federal government:

|            |        |
|------------|--------|
| FEMA funds | 36,489 |
|------------|--------|

|                           |                |
|---------------------------|----------------|
| <b>Total General Fund</b> | <b>674,440</b> |
|---------------------------|----------------|

|                                 |                |
|---------------------------------|----------------|
| <b>Total Governmental Funds</b> | <b>674,440</b> |
|---------------------------------|----------------|

|                                 |                   |
|---------------------------------|-------------------|
| <b>Total Primary Government</b> | <b>\$ 674,440</b> |
|---------------------------------|-------------------|

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 6. Capital Assets

Capital asset activities for the year ended June 30, 2022 are as follows:

|                                                                    | Beginning<br>Balance<br>July 1, 2021* | Additions          | Disposals        | Transfers        | Ending<br>Balance<br>June 30, 2022 |
|--------------------------------------------------------------------|---------------------------------------|--------------------|------------------|------------------|------------------------------------|
| Governmental Activities:                                           |                                       |                    |                  |                  |                                    |
| Capital assets not being depreciated or amortized:                 |                                       |                    |                  |                  |                                    |
| Land and easements                                                 | \$ 6,505,312                          | \$ -               | \$ -             | \$ -             | \$ 6,505,312                       |
| Artwork and statues                                                | 29,348                                | -                  | -                | -                | 29,348                             |
| Construction in progress                                           | 801,103                               | 269,512            | -                | (459,411)        | 611,204                            |
| <b>Total capital assets not being depreciated or amortized</b>     | <b>7,335,763</b>                      | <b>269,512</b>     | <b>-</b>         | <b>(459,411)</b> | <b>7,145,864</b>                   |
| Capital assets being depreciated or amortized:                     |                                       |                    |                  |                  |                                    |
| Buildings and improvements                                         | 28,414,315                            | 1,400,528          | (118,791)        | 35,207           | 29,731,259                         |
| Software, machinery and equipment                                  | 10,668,904                            | 512,212            | (55,110)         | -                | 11,126,006                         |
| Right-to-use leased equipment                                      | 351,852                               | 78,069             | -                | -                | 429,921                            |
| Infrastructure                                                     | 62,730,478                            | 353,408            | -                | 424,204          | 63,508,090                         |
| <b>Total capital assets being depreciated or amortized</b>         | <b>102,165,549</b>                    | <b>2,344,217</b>   | <b>(173,901)</b> | <b>459,411</b>   | <b>104,795,276</b>                 |
| Less accumulated depreciation or amortization for:                 |                                       |                    |                  |                  |                                    |
| Buildings and improvements                                         | 13,500,104                            | 743,772            | (50,460)         | -                | 14,193,416                         |
| Software, machinery and equipment                                  | 8,104,179                             | 667,402            | (16,742)         | -                | 8,754,839                          |
| Right-to-use leased equipment                                      | -                                     | 135,700            | -                | -                | 135,700                            |
| Infrastructure                                                     | 29,387,464                            | 1,859,580          | -                | -                | 31,247,044                         |
| <b>Total accumulated depreciation or amortization, as restated</b> | <b>50,991,747</b>                     | <b>3,406,454</b>   | <b>(67,202)</b>  | <b>-</b>         | <b>54,330,999</b>                  |
| <b>Total capital assets being depreciated or amortized, net</b>    | <b>51,173,802</b>                     | <b>(1,062,237)</b> | <b>(106,699)</b> | <b>459,411</b>   | <b>50,464,277</b>                  |
| Governmental activities capital assets, net                        | \$ 58,509,565                         | \$ (792,725)       | \$ (106,699)     | \$ -             | \$ 57,610,141                      |

\* Beginning balance was restated for implementation of GASB 87, *Leases*, and the restatement described in Note 18.

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 6. Capital Assets (Continued)

|                                                                 | Beginning<br>Balance<br>July 1, 2021 | Additions        | Disposals        | Transfers        | Ending<br>Balance<br>June 30, 2022 |
|-----------------------------------------------------------------|--------------------------------------|------------------|------------------|------------------|------------------------------------|
| Business-Type Activities                                        |                                      |                  |                  |                  |                                    |
| Capital assets not being depreciated or amortized:              |                                      |                  |                  |                  |                                    |
| Land                                                            | \$ 1,755,835                         | \$ -             | \$ -             | \$ -             | \$ 1,755,835                       |
| Construction in progress                                        | 212,298                              | 955,492          | (8,153)          | (600,998)        | 558,639                            |
| <b>Total capital assets not being depreciated or amortized</b>  | <b>1,968,133</b>                     | <b>955,492</b>   | <b>(8,153)</b>   | <b>(600,998)</b> | <b>2,314,474</b>                   |
| Capital assets being depreciated or amortized:                  |                                      |                  |                  |                  |                                    |
| Buildings and improvements                                      | 105,553,919                          | 1,767,933        | (474,966)        | 160,491          | 107,007,377                        |
| Software, machinery and equipment                               | 11,791,548                           | 978,391          | (33,200)         | 617              | 12,737,356                         |
| Infrastructure                                                  | 29,446,583                           | 133,240          | -                | 439,890          | 30,019,713                         |
| <b>Total capital assets being depreciated or amortized</b>      | <b>146,792,050</b>                   | <b>2,879,564</b> | <b>(508,166)</b> | <b>600,998</b>   | <b>149,764,446</b>                 |
| Less accumulated depreciation or amortization for:              |                                      |                  |                  |                  |                                    |
| Buildings and improvements                                      | 61,510,978                           | 1,756,851        | (187,564)        | -                | 63,080,265                         |
| Software, machinery and equipment                               | 8,837,460                            | 934,710          | (30,774)         | -                | 9,741,396                          |
| Infrastructure                                                  | 2,211,617                            | 858,301          | -                | -                | 3,069,918                          |
| <b>Total accumulated depreciation or amortization</b>           | <b>72,560,055</b>                    | <b>3,549,862</b> | <b>(218,338)</b> | <b>-</b>         | <b>75,891,579</b>                  |
| <b>Total capital assets being depreciated or amortized, net</b> | <b>74,231,995</b>                    | <b>(670,298)</b> | <b>(289,828)</b> | <b>600,998</b>   | <b>73,872,867</b>                  |
| Business-type activities capital assets, net                    | \$ 76,200,128                        | \$ 285,194       | \$ (297,981)     | \$ -             | \$ 76,187,341                      |

Depreciation and amortization expense was charged to functions/programs as follows:

|                                                                              |                     |
|------------------------------------------------------------------------------|---------------------|
| Governmental activities:                                                     |                     |
| General government administration                                            | \$ 86,673           |
| Public safety                                                                | 553,622             |
| Public works                                                                 | 2,695,976           |
| Parks, recreation and cultural                                               | 26,086              |
| Community development                                                        | 44,097              |
| <b>Total depreciation and amortization expense - governmental activities</b> | <b>\$ 3,406,454</b> |
| Business-Type activities:                                                    |                     |
| Water                                                                        | \$ 1,495,100        |
| Wastewater                                                                   | 1,140,023           |
| Electric                                                                     | 914,739             |
|                                                                              | <b>\$ 3,549,862</b> |

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 7. Long-Term Liabilities

#### Primary Government

The following is a summary of changes in long-term liabilities:

|                                                           | Beginning<br>Balance<br>July 1, 2021* | Additions           | Deletions           | Ending<br>Balance<br>June 30, 2022 | Due Within<br>One Year |
|-----------------------------------------------------------|---------------------------------------|---------------------|---------------------|------------------------------------|------------------------|
| Governmental Activities:                                  |                                       |                     |                     |                                    |                        |
| General obligation bonds                                  | \$ 9,404,000                          | \$ -                | \$ 1,232,000        | \$ 8,172,000                       | \$ 1,194,000           |
| Bond premium                                              | 850,192                               | -                   | 53,137              | 797,055                            | 53,137                 |
| Leases                                                    | 351,852                               | 78,069              | 116,868             | 313,053                            | 168,055                |
| Compensated absences                                      | 1,118,948                             | 1,035,533           | 999,913             | 1,154,568                          | 797,641                |
| <b>Governmental activities<br/>long-term liabilities</b>  | <b>\$ 11,724,992</b>                  | <b>\$ 1,113,602</b> | <b>\$ 2,401,918</b> | <b>\$ 10,436,676</b>               | <b>\$ 2,212,833</b>    |
| Business-Type Activities:                                 |                                       |                     |                     |                                    |                        |
| General obligation bonds                                  | \$ 23,062,000                         | \$ -                | \$ 1,669,000        | \$ 21,393,000                      | \$ 1,736,000           |
| Bond premium                                              | 1,823,814                             | -                   | 113,988             | 1,709,826                          | 113,988                |
| Compensated absences                                      | 391,962                               | 383,313             | 397,184             | 378,091                            | 300,980                |
| <b>Business-type activities<br/>long-term liabilities</b> | <b>\$ 25,277,776</b>                  | <b>\$ 383,313</b>   | <b>\$ 2,180,172</b> | <b>\$ 23,480,917</b>               | <b>\$ 2,150,968</b>    |

\* Beginning balance was restated for implementation of GASB 87, *Leases*.

Governmental activities long-term liabilities are liquidated by the General Fund.

The annual requirements to amortize long-term debt and related interest are as follows:

| Year(s) Ending<br>June 30, | General Obligation Bonds |                   |                          |                     |
|----------------------------|--------------------------|-------------------|--------------------------|---------------------|
|                            | Governmental Activities  |                   | Business-Type Activities |                     |
|                            | Principal                | Interest          | Principal                | Interest            |
| 2023                       | \$ 1,194,000             | \$ 231,153        | \$ 1,736,000             | \$ 643,387          |
| 2024                       | 1,246,000                | 183,707           | 1,643,000                | 585,043             |
| 2025                       | 1,298,000                | 133,388           | 1,454,000                | 534,101             |
| 2026                       | 1,249,000                | 81,736            | 1,501,000                | 487,005             |
| 2027                       | 979,000                  | 53,220            | 1,537,000                | 449,886             |
| 2028-2032                  | 1,976,000                | 98,328            | 7,419,000                | 1,593,412           |
| 2033-2037                  | 230,000                  | 3,220             | 5,108,000                | 579,487             |
| 2038                       | -                        | -                 | 995,000                  | 14,925              |
|                            | <b>\$ 8,172,000</b>      | <b>\$ 784,752</b> | <b>\$ 21,393,000</b>     | <b>\$ 4,887,246</b> |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 7. Long-Term Liabilities (Continued)

Details of long-term indebtedness are as follows:

Primary Government:

|                                                                                                                                                             |                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| \$4,870,000 2016 refunding series, issued June 2016, due in annual maturities of \$80,000 to \$930,000 through August 2029, plus interest at 2.00% to 5.00% | \$ 3,895,000               |
| \$5,216,000 2020 refunding series, issued April 2020, due in annual maturities of \$101,000 to \$899,000 through February 2033, plus interest at 1.40%      | <u>4,277,000</u>           |
| <b>Total General Obligation Bonds</b>                                                                                                                       | <u><u>\$ 8,172,000</u></u> |

Business-Type Activities:

|                                                                                                                                                                 |                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| \$15,875,000 2016 refunding series, issued June 2016, due in annual maturities of \$715,000 to \$1,015,000 through August 2037, plus interest at 2.00% to 5.00% | \$ 13,610,000               |
| \$9,227,000 2020 refunding series, issued April 2020, due in annual maturities of \$160,000 to \$757,000 through February 2034, plus interest at 1.40%          | <u>7,783,000</u>            |
| <b>Total General Obligation Bonds</b>                                                                                                                           | <u><u>\$ 21,393,000</u></u> |

#### Note 8. Leases

##### Leases Receivable

During the current fiscal year, the Town leased property to various third parties. The leases vary in length with the longest expiring in May 2030. The Town will receive quarterly and monthly payments ranging from \$2,188 to \$8,750 during the life of the leases. The Town recognized \$208,426 in lease revenue and \$6,030 in interest revenue during the current fiscal year related to these leases. As of June 30, 2022, the Town's receivable for lease payments was \$452,196. Also, the Town has deferred inflows of resources associated with these leases that will be recognized over the lease terms. As of June 30, 2022, the balance of the deferred inflow of resources was \$447,981.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 8. Leases (Continued)

##### Leases Payable

During the current fiscal year, the Town had various lease agreements as lessee for equipment. In accordance with the implementation of GASB Statement 87, an initial lease liability was recorded in the amount of \$351,852 during the current fiscal year. As of June 30, 2022, the value of the lease liability was \$313,053. The Town is required to make monthly and annual principal and interest payments ranging from \$21 to \$69,484. The leases have interest rates ranging from 0.387% to 1.059%. The equipment has 1 to 5 years estimated useful life. The value of the right-to-use leased asset as of the end of the current fiscal year was \$429,921 and had accumulated amortization of \$135,700.

The future principal and interest lease payments as of June 30, 2022 are as follows:

| Year Ending June 30, | Leases             |                 |
|----------------------|--------------------|-----------------|
|                      | Primary Government |                 |
|                      | Principal          | Interest        |
| 2023                 | \$ 168,055         | \$ 2,400        |
| 2024                 | 125,674            | 1,143           |
| 2025                 | 13,386             | 180             |
| 2026                 | 5,938              | 26              |
|                      | <u>\$ 313,053</u>  | <u>\$ 3,749</u> |

#### Note 9. Pension Plan

Name of Plan: Virginia Retirement System (VRS)

Identification of Plan: Agent Multiple-Employer Pension Plan

Administering Entity: Virginia Retirement System (System)

##### A. Plan Description

All full-time, salaried permanent (professional employees of the Town are automatically covered by VRS Retirement Plan upon employment. This plan is administered by the Virginia Retirement System (the System) along with plans for other employer groups in the Commonwealth of Virginia. Members earn one month of service credit for each month they are employed and for which they and their employer pay contributions to VRS. Members are eligible to purchase prior service, based on specific criteria as defined in the *Code of Virginia*, as amended. Eligible prior service that may be purchased includes prior public service, active military service, certain periods of leave, and previously refunded service.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 9. Pension Plan (Continued)

##### A. Plan Description (Continued)

The System administers three different benefit structures for covered employees – Plan 1, Plan 2, and Hybrid. Each of these benefit structures has a different eligibility criteria. The specific information for each plan and the eligibility for covered groups within each plan are available at:

- <https://www.varetire.org/members/benefits/defined-benefit/plan1.asp>,
- <https://www.varetire.org/members/benefits/defined-benefit/plan2.asp>,
- <https://www.varetirement.org/hybrid.html>.

##### B. Employees Covered by Benefit Terms

As of the June 30, 2020 actuarial valuation, the following employees were covered by the benefit terms of the pension plan:

|                                                                      | Number |
|----------------------------------------------------------------------|--------|
| Inactive members or their beneficiaries currently receiving benefits | 118    |
| Inactive members:                                                    |        |
| Vested                                                               | 31     |
| Non-vested                                                           | 59     |
| Active elsewhere in VRS                                              | 64     |
| <b>Total inactive members</b>                                        | 154    |
| Active members                                                       | 168    |
| <b>Total covered employees</b>                                       | 440    |

##### C. Contributions

The contribution requirement for active employees is governed by Section 51.1-145 of the *Code of Virginia*, as amended, but may be impacted as a result of funding options provided to political subdivisions by the Virginia General Assembly. Employees are required to contribute 5.00% of their compensation toward their retirement.

The Town's contractually required contribution rate for the year ended June 30, 2022 was 11.17% of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2019.

This rate, when combined with employee contributions, was expected to finance the costs of benefits earned by an employee during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the pension plan from the Town were \$1,216,274 and \$1,108,409 for the years ended June 30, 2022 and 2021, respectively.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 9. Pension Plan (Continued)

##### D. Net Pension Liability

The Town's net pension liability (NPL) is calculated separately for each employer and represents that particular employer's total pension liability determined in accordance with GASB Statement No. 68, less that employer's fiduciary net position. For political subdivisions, the net pension liability was measured as of June 30, 2021. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of June 30, 2020 rolled forward to the measurement date of June 30, 2021.

##### Actuarial Assumptions – General Employees

The total pension liability for General Employee's in the Town's retirement plan was based on an actuarial valuation as of June 30, 2020, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2021.

|                                       |                                                                    |
|---------------------------------------|--------------------------------------------------------------------|
| Inflation                             | 2.50%                                                              |
| Salary increases, including inflation | 3.50% - 5.35%                                                      |
| Investment rate of return             | 6.75%, net of pension plan investment expense, including inflation |

|                                |                                                                                                                                                               |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates:               | 15% of deaths are assumed to be service related.                                                                                                              |
| – Pre-retirement:              | Pub-2010 Amount Weighted Safety Employee Rates projected generationally; 95% of rates for males; 105% of rates for females set forward 2 years.               |
| – Post-retirement:             | Pub-2020 Amount Weighted Safety Healthy Retiree Rates projected generationally; 110% of rates for males; 105% of rates for females set forward 3 years.       |
| – Post-disablement:            | Pub-2010 Amount Weighted General Disabled Rates projected generationally; 95% of rates for males set back 3 years, 90% of rates for females set back 3 years. |
| – Beneficiaries and Survivors: | Pub-2010 Amount Weighted Safety Contingent Annuitant Rates projected generationally; 110% of rates for males and females set forward 2 years.                 |
| – Mortality Improvement:       | Rates projected generationally with Modified MP-2020 Improvement Scale that is 75% of the MP-2020 rates.                                                      |



## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 9. Pension Plan (Continued)

##### D. Net Pension Liability (Continued)

##### Actuarial Assumptions – General Employees (Continued)

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period from July 1, 2016 through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

|                                                                         |                                                                                                                                                        |
|-------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates (Pre-retirement, post-retirement healthy, and disabled) | Update to PUB2010 public sector mortality tables. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020. |
| Retirement Rates                                                        | Adjusted rates to better fit experience for Plan 1; set separate rates based on experience for Plan 2/Hybrid; changed final retirement age.            |
| Withdrawal Rates                                                        | Adjusted rates to better fit experience at each year age and service through nine years of service                                                     |
| Disability Rates                                                        | No change                                                                                                                                              |
| Salary Scale                                                            | No change                                                                                                                                              |
| Line of Duty Disability                                                 | No change                                                                                                                                              |
| Discount Rate                                                           | No change                                                                                                                                              |

##### Actuarial Assumptions – Public Safety Employees

The total pension liability for Public Safety employees in the Town's retirement plan was based on an actuarial valuation as of June 30, 2020, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date as of June 30, 2021.

|                                       |                                                                    |
|---------------------------------------|--------------------------------------------------------------------|
| Inflation                             | 2.50%                                                              |
| Salary increases, including inflation | 3.50% - 4.75%                                                      |
| Investment rate of return             | 6.75%, net of pension plan investment expense, including inflation |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 9. Pension Plan (Continued)

##### D. Net Pension Liability (Continued)

##### Actuarial Assumptions – Public Safety Employees (Continued)

|                                |                                                                                                                                                                                                          |
|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates:               | 45% of deaths are assumed to be service related.                                                                                                                                                         |
| – Pre-retirement:              | Pub-2010 Amount Weighted Safety Employee Rates projected generationally with a Modified MP-2020 Improvement Scale; 95% of rates for males; 105% of rates for females set forward 2 years.                |
| – Post-retirement:             | Pub-2010 Amount Weighted Safety Healthy Retiree Rates projected generationally with a Modified MP-2020 Improvement Scale; 110% of rates for males, 105% of rates for females set forward 3 years.        |
| – Post-disablement:            | Pub-2010 Amount Weighted General Disabled Rated projected generationally with a Modified MP-2020 Improvements Scale; 95% of rates for males set back 3 years; 90% of rates for females set back 3 years. |
| – Beneficiaries and Survivors: | Pub-2010 Amount Weighted Safety Contingent Annuitant Rates projected generationally with a Modified MP-2020 Improvement Scale; 110% of rates for males and females set forward 2 years.                  |
| – Mortality Improvement:       | Rates projected generationally with Modified MP-2020 Improvement Scale that is 75% of the MP-2020 rates.                                                                                                 |

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period from July 1, 2016 through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

|                                                                         |                                                                                                                                                                                              |
|-------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates (Pre-retirement, post-retirement healthy, and disabled) | Update to PUB2010 public sector mortality tables. Increased disability life expectancy. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020. |
| Retirement Rates                                                        | Adjusted rates to better fit experience and changed final retirement age from 65 to 70.                                                                                                      |
| Withdrawal Rates                                                        | Decreased rates and changed from rates based on age and service to rated based on service only to better fit experience and to be more consistent with Locals Largest 10 Hazardous Duty.     |
| Disability Rates                                                        | No change                                                                                                                                                                                    |
| Salary Scale                                                            | No change                                                                                                                                                                                    |
| Line of Duty Disability                                                 | No change                                                                                                                                                                                    |
| Discount Rate                                                           | No change                                                                                                                                                                                    |

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 9. Pension Plan (Continued)

#### D. Net Pension Liability (Continued)

#### Long-Term Expected Rate of Return

The long-term expected rate of return on pension System investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension System investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

| Asset Class (Strategy)               | Target<br>Allocation | Arithmetic<br>Long-Term<br>Expected<br>Rate of Return | Weighted<br>Average<br>Long-Term<br>Expected<br>Rate of Return* |
|--------------------------------------|----------------------|-------------------------------------------------------|-----------------------------------------------------------------|
| Public Equity                        | 34.00%               | 5.00%                                                 | 1.70%                                                           |
| Fixed Income                         | 15.00%               | 0.57%                                                 | 0.09%                                                           |
| Credit Strategies                    | 14.00%               | 4.49%                                                 | 0.63%                                                           |
| Real Assets                          | 14.00%               | 4.76%                                                 | 0.67%                                                           |
| Private Equity                       | 14.00%               | 9.94%                                                 | 1.39%                                                           |
| MAPS - Multi-Asset Public Strategies | 6.00%                | 3.29%                                                 | 0.20%                                                           |
| PIP - Private Investment Partnership | 3.00%                | 6.84%                                                 | 0.21%                                                           |
| <b>Total</b>                         | <b>100.00%</b>       |                                                       | <b>4.89%</b>                                                    |
|                                      |                      | Inflation                                             | <b>2.50%</b>                                                    |
|                                      |                      | * Expected arithmetic nominal return                  | <b>7.39%</b>                                                    |

\* The above allocation provides a one-year expected return of 7.39%. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the System, stochastic projections are employed to model future returns under various economic conditions. These results provide a range of returns over various time periods that ultimately provide a median return of 6.94%, including expected inflation of 2.50%.

On October 10, 2019, the VRS Board elected a long-term rate of return of 6.75% which was roughly at the 40<sup>th</sup> percentile of expected long-term results of the VRS fund asset allocation at that time, providing a median return of 7.11%, including expected inflation of 2.50%.

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 9. Pension Plan (Continued)

#### D. Net Pension Liability (Continued)

##### Discount Rate

The discount rate used to measure the total pension liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that System member contributions will be made per the VRS Statutes and the employer contributions will be made in accordance with the VRS funding policy at rates equal to the difference between actuarially determined contribution rates adopted by the VRS Board of Trustees and the member rate. Consistent with the phased-in funding provided by the General Assembly for state and teacher employer contributions; political subdivisions were also provided with an opportunity to use an alternate employer contribution rate. For the year ended June 30, 2021, the alternate rate was the employer contribution rate used in FY 2012 or 100% of the actuarially determined employer contribution rate from the June 30, 2017, actuarial valuations, whichever was greater. From July 1, 2021 on, participating employers are assumed to continue to contribute 100% of the actuarially determined contribution rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

#### E. Changes in the Net Pension Liability

|                                                                  | Total Pension<br>Liability | Plan Fiduciary<br>Net Position | Net Pension<br>Liability |
|------------------------------------------------------------------|----------------------------|--------------------------------|--------------------------|
| Balances at June 30, 2020                                        | \$ 46,136,630              | \$ 36,897,898                  | \$ 9,238,732             |
| Changes for the Year:                                            |                            |                                |                          |
| Service cost                                                     | 1,153,554                  | -                              | 1,153,554                |
| Interest                                                         | 3,045,421                  | -                              | 3,045,421                |
| Changes of assumptions                                           | 1,934,363                  | -                              | 1,934,363                |
| Difference between expected and<br>actual experience             | (1,465,655)                | -                              | (1,465,655)              |
| Contributions – employer                                         | -                          | 1,108,409                      | (1,108,409)              |
| Contributions – employee                                         | -                          | 493,420                        | (493,420)                |
| Net investment income                                            | -                          | 10,083,149                     | (10,083,149)             |
| Benefit payments, including refunds<br>of employee contributions | (2,038,564)                | (2,038,564)                    | -                        |
| Administrative expense                                           | -                          | (24,834)                       | 24,834                   |
| Other changes                                                    | -                          | 955                            | (955)                    |
| <b>Net changes</b>                                               | <b>2,629,119</b>           | <b>9,622,535</b>               | <b>(6,993,416)</b>       |
| Balances at June 30, 2021                                        | \$ 48,765,749              | \$ 46,520,433                  | \$ 2,245,316             |

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 9. Pension Plan (Continued)

#### E. Changes in the Net Pension Liability (Continued)

#### Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Town, using the discount rate of 6.75%, as well as what the Town's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

|                                      | 1% Decrease<br>(5.75%) | Current<br>Discount Rate<br>(6.75%) | 1% Increase<br>(7.75%) |
|--------------------------------------|------------------------|-------------------------------------|------------------------|
| Town's net pension liability (asset) | \$ 8,883,034           | \$ 2,245,316                        | \$ (3,200,396)         |

#### F. Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2022, the Town recognized pension expense of \$400,616. The Town also reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

|                                                                                  | Deferred<br>Outflows<br>of Resources | Deferred<br>Inflows<br>of Resources |
|----------------------------------------------------------------------------------|--------------------------------------|-------------------------------------|
| Differences between expected and actual experience                               | \$ 588,746                           | \$ (1,139,909)                      |
| Changes of assumptions                                                           | 1,529,862                            | -                                   |
| Net difference between projected and actual earnings on pension plan investments | -                                    | (5,015,584)                         |
| Employer contributions subsequent to the measurement date                        | 1,216,274                            | -                                   |
| <b>Total</b>                                                                     | <b>\$ 3,334,882</b>                  | <b>\$ (6,155,493)</b>               |

The \$1,216,274 reported as deferred outflows of resources related to pensions resulting from the Town's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2023.

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

| Year Ending June 30, | Amount                |
|----------------------|-----------------------|
| 2023                 | \$ (580,003)          |
| 2024                 | (785,078)             |
| 2025                 | (1,150,185)           |
| 2026                 | (1,521,619)           |
|                      | <b>\$ (4,036,885)</b> |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 9. Pension Plan (Continued)

##### G. Pension Plan Data

Detailed information about the pension plan's fiduciary net position is available in the separately issued VRS 2021 Annual Comprehensive Financial Report (Annual Report). A copy of the 2021 VRS Annual Report may be downloaded from the VRS website at [varetire.org/pdf/publications/2021-annual-report.pdf](http://varetire.org/pdf/publications/2021-annual-report.pdf), or by writing to the VRS Chief Financial Officer at P.O. Box 2500, Richmond, Virginia 23218-2500.

##### H. Payables to the Pension Plan

At June 30, 2022, approximately \$146,000 was payable to the Virginia Retirement System for the legally required contributions related to June 2022 payroll.

#### Note 10. Other Postemployment Benefits – Local Plan

##### A. Plan Description and Benefits Provided

The Town provides post-employment medical coverage for retired employees through a single-employer defined benefit plan. The plan is established under the authority of Town Council, which may also amend the plan as deemed appropriate.

Participants in the Town's OPEB plan must meet eligibility requirements based on service earned with the Town to be eligible to receive benefits upon retirement. Participants who do not retire directly from active service are not eligible for the benefit. Participants must meet eligibility for retirement or disability retirement with VRS to be eligible for health benefits. In addition, retirees must have 10 years of service with the Town.

Further, effective on or after July 1, 2020, retirees with 15 or more years of service are eligible to receive a Town contribution towards medical coverage. Retirees also must have participated in the Town's health insurance program for the five years immediately preceding retirement.

Health benefits include medical, dental, and vision insurance. Retirees may also elect to cover eligible spouses and/or dependents. Participating retirees pay 100% of the monthly premium cost to continue with the Town's insurance plans. Benefits end at the earlier of the retiree's death or attainment of age 65.

##### B. Employees Covered by Benefit Terms

As of the June 30, 2021 actuarial valuation, the following employees were covered by the benefit terms of the plan:

|                                     | Number     |
|-------------------------------------|------------|
| Inactive employees or beneficiaries | 7          |
| Active plan members                 | 164        |
| <b>Total</b>                        | <b>171</b> |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 10. Other Postemployment Benefits – Local Plan (Continued)

##### C. Total OPEB Liability

The Town's total OPEB liability of \$1,876,402 was measured as of June 30, 2021 and was determined based on an actuarial valuation performed as of June 30, 2021.

##### D. Actuarial Assumptions and Other Inputs

The total OPEB liability was determined using the following assumptions, applied to all periods included in the measurement, unless otherwise specified:

|                                       |                              |
|---------------------------------------|------------------------------|
| Inflation                             | 2.50%                        |
| Salary increases, including inflation | 3.5 – 4.75%                  |
| Discount rate                         | 2.16%                        |
| Healthcare cost trend rates           | 4.6% in 2022<br>3.9% by 2074 |

The discount rate was based on the Bond Buyer General Obligation 20 Bond Municipal Index.

The actuarial assumptions used in the June 30, 2021 valuation were based on the results of an actuarial experience study examining actual experience over the four year period ending June 30, 2016. The retiree and spousal election assumptions were based on actual retiree election experience between the period from April 1, 2012 to June 30, 2016.

##### E. Changes in the Total OPEB Liability

|                                                 |                  |
|-------------------------------------------------|------------------|
| Balance at June 30, 2021                        | \$ 2,446,050     |
| Changes for the year:                           |                  |
| Service cost                                    | 120,056          |
| Interest                                        | 55,742           |
| Changes in economic/demographic gains or losses | (634,555)        |
| Changes in assumptions or other inputs          | (22,741)         |
| Benefit payments                                | (88,150)         |
| <b>Net changes</b>                              | <b>(569,648)</b> |
| Balance at June 30, 2022                        | \$ 1,876,402     |

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 10. Other Postemployment Benefits – Local Plan (Continued)

#### E. Changes in the Total OPEB Liability (Continued)

##### Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the Town calculated using the discount rate of 2.16%, as well as what the Town's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (1.16%) or one percentage point higher (3.16%) than the current discount rate:

|                      | 1% Decrease<br>(1.16%) | Current Discount<br>Rate<br>(2.16%) | 1% Increase<br>(3.16%) |
|----------------------|------------------------|-------------------------------------|------------------------|
| Total OPEB Liability | \$ 2,093,586           | \$ 1,876,402                        | \$ 1,688,040           |

#### F. Sensitivity of the Town's Net OPEB Liability to Changes in the Healthcare Cost Trend Rate

The following presents the total OPEB liability of the Town, as well as what the Town's total OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower (4.3%) or one percentage point higher (6.3%) than the current healthcare cost trend rates:

|                      | 1% Decrease<br>(4.3%) | Current<br>Healthcare Cost<br>Trend (5.3%) | 1% Increase<br>(6.3%) |
|----------------------|-----------------------|--------------------------------------------|-----------------------|
| Total OPEB Liability | \$ 1,693,809          | \$ 1,876,402                               | \$ 2,098,485          |

### OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2022, the Town recognized OPEB expense of \$122,546. At June 30, 2022, the political subdivision reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

|                                                           | Deferred<br>Outflows of<br>Resources | Deferred Inflows<br>of Resources |
|-----------------------------------------------------------|--------------------------------------|----------------------------------|
| Difference between expected and actual experience         | \$ -                                 | \$ (599,595)                     |
| Change in assumptions                                     | 237,710                              | (94,384)                         |
| Employer contributions subsequent to the measurement date | 50,341                               | -                                |
| <b>Total</b>                                              | <b>\$ 288,051</b>                    | <b>\$ (693,979)</b>              |



## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 10. Other Postemployment Benefits – Local Plan (Continued)

##### F. Sensitivity of the Town's Net OPEB Liability to Changes in the Healthcare Cost Trend Rate (Continued)

The \$50,341 reported as deferred outflows of resources related to OPEB resulting from the Town's contributions subsequent to the measurement date will be recognized as a reduction of the OPEB Liability in the year ending June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

| <u>Year(s) Ending June 30,</u> | <u>Amount</u>              |
|--------------------------------|----------------------------|
| 2023                           | \$ (53,252)                |
| 2024                           | (53,252)                   |
| 2025                           | (53,252)                   |
| 2026                           | (52,418)                   |
| 2027                           | (44,887)                   |
| Thereafter                     | <u>(199,208)</u>           |
| <b>Total</b>                   | <b><u>\$ (456,269)</u></b> |

G. The Local OPEB Plan issues a stand-alone report that can be obtained by writing the Director of Finance/Treasurer of the Town of Culpeper.

#### Note 11. Other Postemployment Benefits – Group Life Insurance Program

##### A. Plan Description

All full-time, salaried permanent employees of the Town are automatically covered by the VRS Group Life Insurance Program (GLI) upon employment. This plan is administered by the Virginia Retirement System (the System), along with pensions and other OPEB plans, for public employer groups in the Commonwealth of Virginia.

In addition to the Basic GLI benefit, members are also eligible to elect additional coverage for themselves as well as a spouse or dependent children through the Optional GLI. For members who elect the optional GLI coverage, the insurer bills employers directly for the premiums. Employers deduct these premiums from the members' paychecks and pay the premiums to the insurer. Since this is a separate and fully insured program, it is not included as part of the GLI OPEB.

All full-time, salaried permanent employees of the Town are automatically covered by the CRS Group Life Insurance Program (GLI) upon employment. This plan is administered by the Virginia Retirement System (the System), along with pension and other OPEB plans, for public employer groups in the Commonwealth of Virginia. This plan is considered a multiple employer, cost sharing plan.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 11. Other Postemployment Benefits – Group Life Insurance Program (Continued)

##### A. Plan Description (Continued)

In addition to Basic GLI benefit, members are also eligible to elect additional coverage for themselves as well as a spouse or dependent children through the Optional GLI. For members who elect the optional GLI coverage, the insurer bills employers directly for the premiums. Employers deduct these premiums from the member's paychecks and pay the premiums to the insurer. Since this is a separate and fully insured program, it is not included as part of the GLI OPEB.

Specific information for the GLI is available at <https://www.varetire.org/members/benefits/life-insurance/basic-group-life-insurance.asp>.

##### B. Contributions

The contribution requirements for the GLI are governed by Sections 51.1-506 and 51.1-508 of the *Code of Virginia*, as amended, but may be impacted as a result of funding provided to state agencies and school divisions by the Virginia General Assembly. The total rate for the GLI was 1.34% of covered employee compensation. This was allocated into an employee and an employer component using a 60/40 split. The employee component was 0.80% (1.34% X 60%) and the employer component was 0.54% (1.34% X 40%). Employers may elect to pay all or part of the employee contribution, however, the employer must pay all of the employer contribution. Each employer's contractually required employer contribution rate for the year ended June 30, 2022 was 0.54% of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2019. The actuarially determined rate, when combined with employee contributions, was expected to finance the costs of benefits payable during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the GLI from the Town were \$61,646 and \$55,777 for the years ended June 30, 2022 and 2021, respectively.

##### C. GLI OPEB Liabilities, GLI OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to the Group Life Insurance Program OPEB

At June 30, 2022, the Town reported a liability of \$582,485 for its proportionate share of the net GLI OPEB Liability. The net GLI OPEB Liability was measured as of June 30, 2021 and the total GLI OPEB liability used to calculate the net GLI OPEB Liability was determined by an actuarial valuation performed as of June 30, 2019, and rolled forward to the measurement date of June 30, 2021. The covered employer's proportion of the net GLI OPEB Liability was based on the covered employer's actuarially determined employer contributions to the GLI for the year ended June 30, 2021 relative to the total of the actuarially determined employer contributions for all participating employers. At June 30, 2021, the participating employer's proportion was 0.05003% as compared to 0.05106% at June 30, 2020.

For the year ended June 30, 2022, the Town employees recognized GLI OPEB expense of \$21,152. Since there was a change in the proportionate share between measurement dates, a portion of the GLI OPEB expense was related to deferred amounts from changes in proportion.

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 11. Other Postemployment Benefits – Group Life Insurance Program (Continued)

#### C. GLI OPEB Liabilities, GLI OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to the Group Life Insurance Program OPEB (Continued)

At June 30, 2022, the Town reported deferred outflows of resources and deferred inflows of resources related to the GLI OPEB from the following sources:

|                                                                                         | Deferred<br>Outflows of<br>Resources | Deferred Inflows<br>of Resources |
|-----------------------------------------------------------------------------------------|--------------------------------------|----------------------------------|
| Differences between expected and actual experience                                      | \$ 66,434                            | \$ (4,438)                       |
| Net difference between projected and actual earnings on<br>GLI OPEB program investments | -                                    | (139,027)                        |
| Change in assumptions                                                                   | 32,112                               | (79,696)                         |
| Changes in proportionate share                                                          | 12,807                               | (22,415)                         |
| Employer contributions subsequent to the measurement date                               | 61,646                               | -                                |
| <b>Total</b>                                                                            | <b>\$ 172,999</b>                    | <b>\$ (245,576)</b>              |

The \$61,646 reported as deferred outflows of resources related to the GLI OPEB resulting from the employer's contributions subsequent to the measurement date will be recognized as a reduction of the net GLI OPEB liability in the fiscal year ending June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the GLI OPEB will be recognized in the GLI OPEB expense in future reporting periods as follows:

| Year Ending June 30, | Amount              |
|----------------------|---------------------|
| 2023                 | \$ (31,407)         |
| 2024                 | (25,437)            |
| 2025                 | (23,020)            |
| 2026                 | (43,896)            |
| 2027                 | (10,463)            |
| <b>Total</b>         | <b>\$ (134,223)</b> |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 11. Other Postemployment Benefits – Group Life Insurance Program (Continued)

##### D. Actuarial Assumptions

The total GLI OPEB Liability was based on an actuarial valuation as of June 30, 2020, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2021.

|                                        |                                                        |
|----------------------------------------|--------------------------------------------------------|
| Inflation                              | 2.50%                                                  |
| Salary increases, including inflation: |                                                        |
| Locality – general employees           | 3.50%-5.35%                                            |
| Locality – hazardous duty employees    | 3.50%-4.75%                                            |
| Investment rate of return              | 6.75%, net of investment expenses, including inflation |

##### *Mortality Rates – General Employees*

Pre-Retirement: Pub-2010 Amount Weighted General Employee Rates projected generationally, females set forward 2 years.

Post-Retirement: Pub-2010 Amount Weighted General Healthy Retiree Rates projected generationally, 110% of rates for females.

Post-Disablement: Pub-2010 Amount Weighted General Disabled Rates projected generationally; males and females set forward 3 years.

Beneficiaries and Survivors: Pub-2010 Amount Weighted General Contingent Annuitant Rates projected generationally, 110% of rates for males and females.

Mortality Improvement Scale: Rates projected generationally with Modified MP-2020 Improvement Scale that is 75% of the MP-2020 rates.

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period from July 1, 2016 through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

|                                                                               |                                                                                                                                                                |
|-------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates<br>(pre-retirement, post-retirement<br>healthy, and disabled) | Update to PUB2010 public sector mortality tables. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020          |
| Retirement Rates                                                              | Adjusted rates to better fit experience for Plan1; set separate rates based on experience for Plan2/Hybrid; changed final retirement age from 75 to 80 for all |
| Withdrawal Rates                                                              | Adjusted rates to better fit experience at each year age and service decrement through nine years of service                                                   |
| Disability Rates                                                              | No change                                                                                                                                                      |
| Salary Scale                                                                  | No change                                                                                                                                                      |
| Line of Duty Disability                                                       | No change                                                                                                                                                      |
| Discount Rate                                                                 | No change                                                                                                                                                      |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 11. Other Postemployment Benefits – Group Life Insurance Program (Continued)

##### D. Actuarial Assumptions (Continued)

###### *Mortality Rates – Hazardous Duty Employees*

*Pre-Retirement:* Pub-2010 Amount Weighted Safety Employee Rates projected generationally; 95% of rates for males; 105% of rates for females set forward 2 years.

*Post-Retirement:* Pub-2010 Amount Weighted Safety Healthy Retiree Rates projected generationally; 110% of rates for males; 105% for females set forward 3 years.

*Post-Disablement:* Pub-2010 Amount Weighted General Disabled Rates projected generationally; 95% of rates for males set back 3 years; 90% of rates for females set back 3 years.

*Beneficiaries and Survivors:* Pub-2010 Amount Weighted Safety Contingent Annuitant Rates projected generationally; 110% of rates for males and females set forward 2 years.

*Mortality Improvement Scale:* Rates projected generationally with Modified MP-2020 Improvement Scale that is 75% of the MP-2020 rates.

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period from July 1, 2016 through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

|                                                                               |                                                                                                                                                                                              |
|-------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates<br>(pre-retirement, post-retirement<br>healthy, and disabled) | Updated to PUB2010 public sector mortality tables. Increased disability life expectancy. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020 |
| Retirement Rates                                                              | Adjusted rates to better fit experience and changed final retirement age from 65 to 70                                                                                                       |
| Withdrawal Rates                                                              | Decreased rates and changed from rates based on age and service to rates based on service only to better fit experience and to be more consistent with Locals Top 10 Hazardous Duty          |
| Disability Rates                                                              | No change                                                                                                                                                                                    |
| Salary Scale                                                                  | No change                                                                                                                                                                                    |
| Line of Duty Disability                                                       | No change                                                                                                                                                                                    |
| Discount Rate                                                                 | No change                                                                                                                                                                                    |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 11. Other Postemployment Benefits – Group Life Insurance Program (Continued)

##### E. Net GLI OPEB Liability

The net OPEB Liability (NOL) for the GLI represents the program's total OPEB Liability determined in accordance with GASB Statement No. 74, less the associated fiduciary net position. As of the measurement date of June 30, 2021, NOL amounts (in thousands) for the GLI are as follows (in thousands):

|                                                                                | Group Life<br>Insurance OPEB<br>Program |
|--------------------------------------------------------------------------------|-----------------------------------------|
| Total GLI OPEB liability                                                       | \$ 3,577,346                            |
| Plan fiduciary net position                                                    | <u>2,413,074</u>                        |
| <b>Employers' net GLI OPEB liability</b>                                       | <b><u>\$ 1,164,272</u></b>              |
| Plan fiduciary net position as a percentage of the total<br>GLI OPEB liability | 67.45%                                  |

The total GLI OPEB Liability is calculated by the System's actuary, and each plan's fiduciary net position is reported in the System's financial statements. The net GLI OPEB Liability is disclosed in accordance with the requirements of GASB Statement No. 74 in the System's notes to financial statements and required supplementary information.

# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 11. Other Postemployment Benefits – Group Life Insurance Program (Continued)

#### F. Long-Term Expected Rate of Return

The long-term expected rate of return on the System's investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of System's investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and best estimate of arithmetic real rates of return for each major asset class are summarized in the following table:

| Asset Class (Strategy)               | Target Allocation | Arithmetic Long-Term Expected Rate of Return | Weighted Average Long-Term Expected Rate of Return* |
|--------------------------------------|-------------------|----------------------------------------------|-----------------------------------------------------|
| Public Equity                        | 34.00%            | 5.00%                                        | 1.70%                                               |
| Fixed Income                         | 15.00%            | 0.57%                                        | 0.09%                                               |
| Credit Strategies                    | 14.00%            | 4.49%                                        | 0.63%                                               |
| Real Assets                          | 14.00%            | 4.76%                                        | 0.67%                                               |
| Private Equity                       | 14.00%            | 9.94%                                        | 1.39%                                               |
| MAPS - Multi-Asset Public Strategies | 6.00%             | 3.29%                                        | 0.20%                                               |
| PIP - Private Investment Partnership | 3.00%             | 6.84%                                        | 0.21%                                               |
| <b>Total</b>                         | <b>100.00%</b>    |                                              | <b>4.89%</b>                                        |
|                                      | Inflation         |                                              | <b>2.50%</b>                                        |
|                                      |                   |                                              | <b>7.39%</b>                                        |

\* Expected arithmetic nominal return

\*The above allocation provides a one-year return of 7.39%. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the System, stochastic projections are employed to model future returns under various economic conditions. These results provide a range of returns over various time periods that ultimately provide a median return of 7.11%, including expected inflation of 2.50%.

On October 10, 2019, the VRS Board elected a long-term rate of 6.75% which was roughly at the 40% percentile of expected long-term results of the VRS fund asset allocation at that time, providing a median return of 7.11%, including expected inflation of 2.50%.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 11. Other Postemployment Benefits – Group Life Insurance Program (Continued)

##### G. Discount Rate

The discount rate used to measure the total GLI OPEB Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that member contributions will be made per the VRS guidance and the employer contributions will be made in accordance with the VRS funding policy at rates equal to the difference between actuarially determined contribution rates adopted by the VRS Board of Trustees. Through the fiscal year ending June 30, 2021, the rate contributed by the participating employers for the GLI OPEB will be subject to the portion of the VRS Board-certified rates that are funded by the Virginia General Assembly which was 100% of the actuarially determined contribution rate. From July 1, 2021 on, employers are assumed to continue to contribute 100% of the actuarially determined contribution rates. Based on those assumptions, the GLI OPEB's fiduciary net position was projected to be available to make all projected future benefit payments of eligible employees. Therefore, the long-term expected rate of return was applied to all periods of projected benefit payments to determine the total GLI OPEB Liability.

##### H. Sensitivity of the Town's Proportionate Share of the Net OPEB Liability to Changes in the Discount Rate

The following presents the Town's proportionate share of the net GLI OPEB Liability using the discount rate of 6.75%, as well as what the Town's proportionate share of the net GLI OPEB Liability would be if it were calculated using a discount rate that is one percentage point lower (5.75%) or one percentage point higher (7.75%) than the current rate:

|      | 1% Decrease<br>(5.75%) | Current Discount<br>Rate<br>(6.75%) | 1% Increase<br>(7.75%) |
|------|------------------------|-------------------------------------|------------------------|
| Town | \$ 851,032             | \$ 582,485                          | \$ 365,621             |

##### I. GLI Fiduciary Net Position

Detailed information about the GLI's fiduciary net position is available in the separately issued VRS 2021 Annual Comprehensive Financial Report (Annual Report). A copy of the 2021 VRS Annual Report may be downloaded from the VRS website at [varetire.org/Pdf/Publications/2021-annual-report.pdf](http://varetire.org/Pdf/Publications/2021-annual-report.pdf), or by writing to the System's Chief Financial Officer at P.O. Box 2500, Richmond, Virginia, 23218-2500.



# TOWN OF CULPEPER, VIRGINIA

## NOTES TO FINANCIAL STATEMENTS

### Note 12. Summary of Pension and Other Postemployment Benefit Elements

|                                                                                            | Governmental<br>Activities | Business-Type<br>Activities | Total Primary<br>Government |
|--------------------------------------------------------------------------------------------|----------------------------|-----------------------------|-----------------------------|
| Deferred outflows of resources – Pensions - VRS Retirement Plan                            |                            |                             |                             |
| Difference between expected and actual experience                                          | \$ 429,431                 | \$ 159,315                  | \$ 588,746                  |
| Changes of assumptions                                                                     | 1,115,795                  | 414,067                     | 1,529,862                   |
| Employer contributions subsequent to the measurement date                                  | 887,150                    | 329,124                     | 1,216,274                   |
| Total deferred outflow of resources, Pensions                                              | \$ 2,432,376               | \$ 902,506                  | \$ 3,334,882                |
| Deferred outflows of resources - OPEB                                                      |                            |                             |                             |
| Difference between expected and actual experience - VRS - GLI                              | \$ 47,434                  | \$ 19,000                   | \$ 66,434                   |
| VRS - GLI                                                                                  | 22,928                     | 9,184                       | 32,112                      |
| Local Plan                                                                                 | 170,678                    | 67,032                      | 237,710                     |
| Changes in proportion - VRS - GLI                                                          | 9,144                      | 3,663                       | 12,807                      |
| Employer contributions subsequent to the measurement date                                  |                            |                             |                             |
| Local Plan                                                                                 | 36,145                     | 14,196                      | 50,341                      |
| VRS - GLI                                                                                  | 44,015                     | 17,631                      | 61,646                      |
| Total deferred outflow of resources, OPEB                                                  | \$ 330,344                 | \$ 130,706                  | \$ 461,050                  |
| Total deferred outflows of resources                                                       | \$ 2,762,720               | \$ 1,033,212                | \$ 3,795,932                |
| Net pension liability - VRS                                                                | \$ 1,637,675               | \$ 607,641                  | \$ 2,245,316                |
| Net OPEB liability                                                                         |                            |                             |                             |
| Local Plan                                                                                 | \$ 1,347,256               | \$ 529,146                  | \$ 1,876,402                |
| VRS - GLI                                                                                  | 415,894                    | 166,591                     | 582,485                     |
| Total net OPEB liability                                                                   | \$ 1,763,150               | \$ 695,737                  | \$ 2,458,887                |
| Deferred inflows of resources – Pensions - VRS Retirement Plan                             |                            |                             |                             |
| Difference between expected and actual experience                                          | \$ 831,450                 | \$ 308,459                  | \$ 1,139,909                |
| Net difference between projected and actual earnings on pension plan investments           | 3,658,205                  | 1,357,379                   | 5,015,584                   |
| Total deferred inflows of resources, Pensions                                              | \$ 4,489,655               | \$ 1,665,838                | \$ 6,155,493                |
| Deferred inflows of resources - OPEB                                                       |                            |                             |                             |
| Difference between expected and actual experience                                          |                            |                             |                             |
| Local Plan                                                                                 | \$ 430,509                 | \$ 169,086                  | \$ 599,595                  |
| VRS - GLI                                                                                  | 3,169                      | 1,269                       | 4,438                       |
| Net difference between projected and actual earnings on pension plan investments - VRS GLI | 99,265                     | 39,762                      | 139,027                     |
| Changes of assumptions                                                                     |                            |                             |                             |
| Local Plan                                                                                 | 67,768                     | 26,616                      | 94,384                      |
| VRS - GLI                                                                                  | 56,903                     | 22,793                      | 79,696                      |
| Change in proportionate share - VRS - GLI                                                  | 16,004                     | 6,411                       | 22,415                      |
| Total deferred inflows of resources, OPEB                                                  | \$ 673,618                 | \$ 265,937                  | \$ 939,555                  |
| Total deferred inflows of resources                                                        | \$ 5,163,273               | \$ 1,931,775                | \$ 7,095,048                |
| Pension expense                                                                            | \$ 292,209                 | \$ 108,407                  | \$ 400,616                  |
| OPEB expense                                                                               |                            |                             |                             |
| Local Plan                                                                                 | \$ 87,988                  | \$ 34,558                   | \$ 122,546                  |
| VRS - GLI                                                                                  | 15,103                     | 6,049                       | 21,152                      |
| Total OPEB expense                                                                         | \$ 103,091                 | \$ 40,607                   | \$ 143,698                  |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 13. Fund Balance

Fund Balance is classified as nonspendable, restricted, committed, assigned and/or unassigned based primarily on the extent to which the Town is bound to observe constraints imposed upon the use of the resources in the governmental funds.

The constraints placed on the general fund balance and other governmental funds balance are presented below:

|                                     | General<br>Fund | Other<br>Governmental<br>Funds |
|-------------------------------------|-----------------|--------------------------------|
| Restricted for:                     |                 |                                |
| Public safety - asset seizure funds | \$ 22,238       | \$ -                           |
| General government administration   | 234,147         | -                              |
| Cemetery perpetual care             | -               | 221,133                        |
| Total restricted                    | 256,385         | 221,133                        |
| Nonspendable:                       |                 |                                |
| Prepaid items                       | 220,372         | -                              |
| Corpus of a permanent fund          | -               | 1,168,222                      |
| Total nonspendable                  | 220,372         | 1,168,222                      |
| Committed:                          |                 |                                |
| Future Capital Improvements         | 5,173,214       | -                              |
| Total nonspendable                  | 5,173,214       | -                              |
| Assigned for:                       |                 |                                |
| General government administration   | 69,420          | -                              |
| Public safety                       | 475,791         | -                              |
| Public works                        | 537,867         | -                              |
| Parks, recreation and cultural      | 4,100           | -                              |
| Community development               | 138,035         | -                              |
| Capital outlay                      | 596,022         | -                              |
| Budget stabilization fund           | 3,007,500       | -                              |
| Total assigned                      | 4,828,735       | -                              |
| Unassigned                          | 12,446,186      | -                              |
| Total fund balance                  | \$ 22,924,892   | \$ 1,389,355                   |

## **TOWN OF CULPEPER, VIRGINIA**

### **NOTES TO FINANCIAL STATEMENTS**

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#### **Note 14. Service Contracts**

The Town is a member of the Virginia Municipal Electric Association (VMEA), which is a nonprofit organization created to purchase electricity from Dominion Virginia Power (Dominion) for resale to its members. A new contract was entered into in 2011, which extends VMEA's purchase agreement with Dominion to 2030. Purchases of electricity through VMEA totaled \$7,703,608 for the year ended June 30, 2022. Of these purchases, \$862,024 is included in accounts payable as of June 30, 2022. The Town's contract provides for periodic true-ups based on actual costs incurred by Dominion. Such true-ups could result in an increase or reduction of expenses previously recognized. The Town's policy is to recognize the true-up when known due to a lack of information to estimate such an amount. The true-up calculation generally is proposed approximately six months after the calendar year end. During fiscal year 2022, expenses were increased by approximately \$242,000 as part of the annual true-up based on actual costs.

#### **Note 15. Risk Management**

The Town's risk management program is primarily addressed via insurance coverage with VACORP, a member-owned insurance risk pool.

##### **Workers' Compensation**

Premiums are based on covered payroll, job rates and claims experience. Total premiums for the year ended June 30, 2022 were approximately \$177,000.

##### **Line of Duty Act Coverage**

The Town purchases insurance coverage for Line of Duty Act (LODA) claims approved by the State for career and volunteer law enforcement officers who are injured or killed while performing their duties. Total premiums for the year ended June 30, 2022 were approximately \$43,000.

##### **General Liability and Other**

The Town purchases insurance coverage for exposure related to property, general, boiler and machinery, flood, accident, cyber security, and automobile liability from VACORP. The Town's property and contents are insured up to a limit of approximately \$93 million. The Town maintains an \$8,000,000 excess umbrella policy over all forms of liability insurance. The Town's Public Officials and Law Enforcement Liability coverages, with a \$10,000,000 limit for each, are provided through a policy with the VACORP. Total premiums for 2022 were approximately \$92,000.

There were no significant reductions in insurance coverages from the prior year and no settlements that exceeded the amount of insurance coverage during the last three fiscal years.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### **Note 16. Commitments and Contingencies**

##### **Grant Programs**

Under the terms of federal and state grants, periodic audits are required and certain costs may be questioned as not being appropriate expenditures under the terms of the grants. Such audits could lead to reimbursement to the grantor agencies. Town management believes disallowances, if any, would not be material to the financial position of the Town.

#### **Note 17. Pending GASB Statements**

At June 30, 2022, the Governmental Accounting Standards Board (GASB) had issued statements not yet implemented by the Town. The statements which might impact the Town are as follows:

GASB Statement No. 93, *Replacement of Interbank Offered Rates*, will address accounting and financial reporting implications that result from the replacement of an interbank offered rate—most notably, the London Interbank Offered Rate (LIBOR), which is expected to cease to exist in its current form at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference rates, by either changing the reference rate or adding or changing fallback provisions related to the reference rate. Portions of Statement No. 93 will be effective for fiscal years beginning after June 15, 2021 and December 31, 2021.

GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, will improve financial reporting by addressing issues related to public-private and public-public partnership arrangements. Statement No. 94 will be effective for fiscal years beginning after June 15, 2022.

GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*, will provide guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). Statement No. 96 will be effective for fiscal years beginning after June 15, 2022.

GASB Statement No. 99, *Omnibus 2022*, will enhance comparability in accounting and financial reporting and improve the consistency of authoritative literature by addressing (1) practice issues that have been identified during implementation and application of certain GASB statements and (2) accounting and financial reporting for financial guarantees. The portion of Statement No. 99 related to leases, PPPs, and SBITAs are effective for fiscal years beginning after June 15, 2022. The portion of the Statement related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement No. 53 are effective for fiscal years beginning after June 15, 2023.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO FINANCIAL STATEMENTS

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#### Note 17. Pending GASB Statements (Continued)

GASB Statement No. 100, *Accounting Changes and Error Corrections – an amendment of GASB Statement No. 62*, will enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. Statement No. 100 will be effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023.

GASB Statement No. 101, *Compensated Absences*, will better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. Statement No. 101 will be effective for fiscal years beginning after December 15, 2023.

Management has not determined the effect these new Statements may have on prospective financial statements.

#### Note 18. Restatement

The Town restated prior year net position due to an error in accumulated depreciation of capital assets. The following adjustments have been made:

|                                                      | Governmental<br>Activities  |
|------------------------------------------------------|-----------------------------|
| Net position, as originally reported, July 1, 2021   | \$ 55,030,663               |
| Restatement due to error in accumulated depreciation | <u>4,093,642</u>            |
| Net position, as restated, July 1, 2021              | <u><u>\$ 59,124,305</u></u> |

#### Note 19. Subsequent Events

In September 2022, the Town awarded a contract for construction of improvements at the Advanced Wastewater Pollution Control Facility (WPCF) in the amount of \$7,159,000, using approximately \$6 million of Federal ARPA funding towards this project. These improvements will convert existing clarifiers to aerobic digesters, install new centrifuge equipment and various pumps, as well as electrical upgrades and other mechanical improvements at the WPCF. The project work is scheduled to be completed by December 2024.

In September 2022, the Town entered into a Pool Contribution Agreement and a Pool Operations Agreement with Culpeper County for the construction and operation of an outdoor community pool facility to be located in the County at the County Sports Complex. The Pool Contribution Agreement obligates the Town to provide up to \$5 million towards the design and construction of the public pool facility, while establishing various design and construction target dates in order for the Town to be required to make payments, with an end date of July 31, 2026 for a Certificate of Occupancy to be issued. The Pool Operations Agreement establishes that the Town and County will each maintain a 50% share of the net operating costs for the pool facility, for a term of up to 90 years, with either party eligible to opt out of the agreement in 20 years. Town contributions for net operating costs will be included as part of future annual budget and appropriations.

## **TOWN OF CULPEPER, VIRGINIA**

### **NOTES TO FINANCIAL STATEMENTS**

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#### **Note 19. Subsequent Events (Continued)**

In April 2022, Town Council adopted an Ordinance to incorporate additional land areas into the Town in accordance with the Voluntary Settlement of Annexation and Utility Issues Between Town of Culpeper, Virginia and County of Culpeper, Virginia dated May 4, 2011 (Voluntary Settlement Agreement), to be effective July 1, 2022. The 2011 Agreement allows for the Town to annex areas at 10 year intervals in 2022, 2032 and 2042 with appropriate notice to the County. For the 2022 boundary adjustment, the two areas included primarily commercial property located in the northeast area along Brandy Road, and in the southern area along Lovers Lane, totaling approximately 135 acres. Further, these areas are subject to all Town business licensing and property tax requirements for 2022 for the pro-rated year effective July 1, 2022.

## **REQUIRED SUPPLEMENTARY INFORMATION**

# TOWN OF CULPEPER, VIRGINIA

## SCHEDULE OF CHANGES IN THE TOWN'S NET PENSION LIABILITY AND RELATED RATIOS – VIRGINIA RETIREMENT SYSTEM

|                                                                            | Fiscal Year June 30, |               |               |               |               |               |               |               |
|----------------------------------------------------------------------------|----------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
|                                                                            | 2014                 | 2015          | 2016          | 2017          | 2018          | 2019          | 2020          | 2021          |
| Total Pension Liability                                                    |                      |               |               |               |               |               |               |               |
| Service cost                                                               | \$ 910,207           | \$ 945,867    | \$ 972,070    | \$ 1,020,476  | \$ 989,413    | \$ 986,499    | \$ 1,131,394  | \$ 1,153,554  |
| Interest                                                                   | 2,233,895            | 2,338,187     | 2,447,694     | 2,559,097     | 2,661,480     | 2,777,386     | 2,825,254     | 3,045,421     |
| Difference between expected and actual experience                          | -                    | 27,383        | (111,475)     | 74,729        | (55,224)      | (855,083)     | 1,338,742     | (1,465,655)   |
| Changes of assumptions                                                     | -                    | -             | -             | (403,442)     | -             | 1,281,029     | -             | 1,934,363     |
| Benefit payments, including refunds of employee contributions              | (1,557,640)          | (1,750,779)   | (1,743,316)   | (1,690,336)   | (1,886,164)   | (1,993,575)   | (2,028,740)   | (2,038,564)   |
| Net change in total pension liability                                      | 1,586,462            | 1,560,658     | 1,564,973     | 1,560,524     | 1,709,505     | 2,196,256     | 3,266,650     | 2,629,119     |
| Total pension liability - beginning                                        | 32,691,602           | 34,278,064    | 35,838,722    | 37,403,695    | 38,964,219    | 40,673,724    | 42,869,980    | 46,136,630    |
| Total pension liability - ending (a)                                       | \$ 34,278,064        | \$ 35,838,722 | \$ 37,403,695 | \$ 38,964,219 | \$ 40,673,724 | \$ 42,869,980 | \$ 46,136,630 | \$ 48,765,749 |
| Plan Fiduciary Net Position                                                |                      |               |               |               |               |               |               |               |
| Contributions - employer                                                   | \$ 965,805           | \$ 1,104,432  | \$ 1,077,344  | \$ 989,180    | \$ 980,900    | \$ 976,655    | \$ 1,021,113  | \$ 1,108,409  |
| Contributions - employee                                                   | 413,261              | 429,532       | 454,467       | 469,814       | 459,863       | 518,066       | 502,753       | 493,420       |
| Net investment income                                                      | 3,870,612            | 1,292,934     | 512,613       | 3,609,673     | 2,427,272     | 2,321,265     | 701,307       | 10,083,149    |
| Benefit payments, including refunds of employee contributions              | (1,557,640)          | (1,750,779)   | (1,743,316)   | (1,690,336)   | (1,886,164)   | (1,993,575)   | (2,028,740)   | (2,038,564)   |
| Administrative expense                                                     | (20,826)             | (17,631)      | (18,024)      | (20,645)      | (20,933)      | (22,868)      | (23,755)      | (24,834)      |
| Other                                                                      | 204                  | (272)         | (216)         | (3,222)       | (2,168)       | (1,466)       | (832)         | 955           |
| Net change in plan fiduciary net position                                  | 3,671,416            | 1,058,216     | 282,868       | 3,354,464     | 1,958,770     | 1,798,077     | 171,846       | 9,622,535     |
| Plan fiduciary net position - beginning                                    | 24,602,241           | 28,273,657    | 29,331,873    | 29,614,741    | 32,969,205    | 34,927,975    | 36,726,052    | 36,897,898    |
| Plan fiduciary net position - ending (b)                                   | \$ 28,273,657        | \$ 29,331,873 | \$ 29,614,741 | \$ 32,969,205 | \$ 34,927,975 | \$ 36,726,052 | \$ 36,897,898 | \$ 46,520,433 |
| The Town's net pension liability - ending (a) - (b)                        | \$ 6,004,407         | \$ 6,506,849  | \$ 7,788,954  | \$ 5,995,014  | \$ 5,745,749  | \$ 6,143,928  | \$ 9,238,732  | \$ 2,245,316  |
| Plan fiduciary net position as a percentage of the total pension liability | 82.48%               | 81.84%        | 79.18%        | 84.61%        | 85.87%        | 85.67%        | 79.98%        | 95.40%        |
| Covered payroll                                                            | \$ 8,329,057         | \$ 8,634,324  | \$ 9,127,485  | \$ 9,444,008  | \$ 9,454,182  | \$ 10,033,310 | \$ 10,506,032 | \$ 10,329,112 |
| The Town's net pension liability as a percentage of covered payroll        | 72.09%               | 75.36%        | 85.34%        | 63.48%        | 60.77%        | 61.24%        | 87.94%        | 21.74%        |

### Note to Schedule:

(1) This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the Town will present information for those years for which information is available.



## TOWN OF CULPEPER, VIRGINIA

### SCHEDULE OF TOWN CONTRIBUTIONS – VIRGINIA RETIREMENT SYSTEM

|                                                  | Fiscal Year June 30, |              |              |              |               |               |               |               |
|--------------------------------------------------|----------------------|--------------|--------------|--------------|---------------|---------------|---------------|---------------|
|                                                  | 2015                 | 2016         | 2017         | 2018         | 2019          | 2020          | 2021          | 2022          |
| Contractually required contribution (CRC)        | \$ 1,104,432         | \$ 1,077,344 | \$ 989,180   | \$ 980,900   | \$ 976,655    | \$ 1,021,113  | \$ 1,108,409  | \$ 1,216,274  |
| Contributions in relation to the CRC             | 1,104,432            | 1,077,344    | 989,180      | 980,900      | 976,655       | 1,021,113     | 1,108,409     | 1,216,274     |
| Contribution deficiency (excess)                 | \$ -                 | \$ -         | \$ -         | \$ -         | \$ -          | \$ -          | \$ -          | \$ -          |
| Employer's covered payroll                       | \$ 8,634,324         | \$ 9,127,485 | \$ 9,444,008 | \$ 9,454,182 | \$ 10,033,310 | \$ 10,506,032 | \$ 10,329,112 | \$ 11,415,967 |
| Contributions as a percentage of covered payroll | 12.79%               | 11.80%       | 10.47%       | 10.38%       | 9.73%         | 9.72%         | 10.73%        | 10.65%        |

**Note to Schedule:**

- (1) This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the Town will present information for those years for which information is available.

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO REQUIRED SUPPLEMENTARY INFORMATION VIRGINIA RETIREMENT SYSTEM Year Ended June 30, 2022

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#### Note 1. Changes of Benefit Terms

There have been no actuarially material changes to the System benefit provisions since the prior actuarial valuation.

#### Note 2. Changes of Assumptions

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actual experience study for the period from July 1, 2016 through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

##### Non-Hazardous Duty

|                                                                               |                                                                                                                                                       |
|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates<br>(Pre-retirement, post-retirement<br>healthy, and disabled) | Update to PUB2010 public sector mortality tables. For future mortality improvements, replace load with a Modified Mortality Improvement Scale MP-2020 |
| Retirement Rates                                                              | Adjusted rates to better fit experience for Plan 1; set separate rates based on experience for Plan 2/Hybrid; changed final retirement age            |
| Withdrawal Rates                                                              | Adjusted rates to better fit experience at each year age and service through nine years of service                                                    |
| Disability Rates                                                              | No change                                                                                                                                             |
| Salary Scale                                                                  | No change                                                                                                                                             |
| Line of Duty Disability                                                       | No change                                                                                                                                             |
| Discount Rate                                                                 | No change                                                                                                                                             |

##### Hazardous Duty

|                                                                               |                                                                                                                                                                                           |
|-------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates<br>(Pre-retirement, post-retirement<br>healthy, and disabled) | Update to PUB2010 public sector mortality tables. Increased disability life expectancy. For future mortality improvements, replace load with modified Mortality Improvement Scale MP-2020 |
| Retirement Rates                                                              | Adjusted rates to better fit experience and changed final retirement age from 65 to 70                                                                                                    |
| Withdrawal Rates                                                              | Decreased rates and changed from rates based on age and service to rates based on service only to better fit experience and to be more consistent with Locals Largest 10 Hazardous Duty.  |
| Disability Rates                                                              | Adjusted rates to better fit experience                                                                                                                                                   |
| Salary Scale                                                                  | No change                                                                                                                                                                                 |
| Line of Duty Disability                                                       | No change                                                                                                                                                                                 |
| Discount Rate                                                                 | No change                                                                                                                                                                                 |

# TOWN OF CULPEPER, VIRGINIA

## SCHEDULES OF CHANGES IN THE TOWN'S NET OPEB LIABILITY AND RELATED RATIOS – LOCAL PLAN

|                                                                           | Fiscal Year June 30, |                     |                     |                     |                     |
|---------------------------------------------------------------------------|----------------------|---------------------|---------------------|---------------------|---------------------|
|                                                                           | 2017                 | 2018                | 2019                | 2020                | 2021                |
| Total OPEB Liability                                                      |                      |                     |                     |                     |                     |
| Service cost                                                              | \$ 85,789            | \$ 88,792           | \$ 85,767           | \$ 84,393           | \$ 120,056          |
| Interest                                                                  | 55,992               | 59,997              | 67,535              | 61,299              | 55,742              |
| Effect of economic/demographic gains or losses                            | -                    | -                   | (39,303)            | 370,322             | (634,555)           |
| Changes of assumptions                                                    | -                    | (66,086)            | (62,153)            | 297,138             | (22,741)            |
| Benefit payments, including refunds of employee contributions             | (30,314)             | (30,313)            | (44,143)            | (67,632)            | (88,150)            |
| <b>Net change in total OPEB liability</b>                                 | <b>111,467</b>       | <b>52,390</b>       | <b>7,703</b>        | <b>745,520</b>      | <b>(569,648)</b>    |
| Total OPEB liability - beginning                                          | 1,528,970            | 1,640,437           | 1,692,827           | 1,700,530           | 2,446,050           |
| Total OPEB liability - ending (a)                                         | <u>\$ 1,640,437</u>  | <u>\$ 1,692,827</u> | <u>\$ 1,700,530</u> | <u>\$ 2,446,050</u> | <u>\$ 1,876,402</u> |
| Covered-employee payroll                                                  | \$ 9,444,008         | \$ 9,454,182        | \$ 10,033,310       | \$ 10,506,032       | \$ 10,329,112       |
| The Town's net OPEB liability as a percentage of covered-employee payroll | 17.37%               | 17.91%              | 16.95%              | 23.28%              | 18.17%              |

### Notes to Schedule:

- (1) This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, the Town will present information for those years which information is available.
- (2) There are no assets accumulated in a trust that meets the criteria of GASB codification P22.101 or P52.101 to pay related benefits for the OPEB plan.

# TOWN OF CULPEPER, VIRGINIA

## SCHEDULE OF EMPLOYER CONTRIBUTIONS – LOCAL PLAN

|                                                           | Fiscal Year June 30, |              |               |               |               |               |
|-----------------------------------------------------------|----------------------|--------------|---------------|---------------|---------------|---------------|
|                                                           | 2017                 | 2018         | 2019          | 2020          | 2021          | 2022          |
| Contractually required contribution (CRC)                 | \$ 44,301            | \$ 30,314    | \$ 30,313     | \$ 67,632     | \$ 88,150     | \$ 50,341     |
| Contributions in relation to the CRC                      | 44,301               | 30,314       | 30,313        | 67,632        | 88,150        | 50,341        |
| Contribution deficiency (excess)                          | \$ -                 | \$ -         | \$ -          | \$ -          | \$ -          | \$ -          |
| Employer's covered-employee payroll                       | \$ 9,444,008         | \$ 9,454,182 | \$ 10,033,310 | \$ 10,506,032 | \$ 10,329,112 | \$ 11,415,967 |
| Contributions as a percentage of covered-employee payroll | 0.47%                | 0.32%        | 0.30%         | 0.64%         | 0.85%         | 0.44%         |

# TOWN OF CULPEPER, VIRGINIA

## SCHEDULE OF EMPLOYER'S SHARE OF NET OPEB LIABILITY – OPEB GROUP LIFE INSURANCE PROGRAM

|                                                                                                     | Fiscal Year June 30, |              |               |               |               |
|-----------------------------------------------------------------------------------------------------|----------------------|--------------|---------------|---------------|---------------|
|                                                                                                     | 2017                 | 2018         | 2019          | 2020          | 2021          |
| Employer's proportion of the net GLI OPEB liability                                                 | 0.05127%             | 0.04973%     | 0.05085%      | 0.05106%      | 0.05003%      |
| Employer's proportionate share of the net GLI OPEB liability                                        | \$ 772,000           | \$ 755,000   | \$ 827,465    | \$ 852,108    | \$ 582,485    |
| Employer's covered payroll                                                                          | \$ 9,444,008         | \$ 9,454,182 | \$ 10,033,310 | \$ 10,506,032 | \$ 10,329,112 |
| Employer's proportionate share of the net GLI OPEB liability as a percentage of its covered payroll | 8.17%                | 7.99%        | 8.25%         | 8.11%         | 5.64%         |
| Plan fiduciary net position as a percentage of the total GLI OPEB liability                         | 48.86%               | 51.22%       | 52.00%        | 52.64%        | 67.45%        |

## TOWN OF CULPEPER, VIRGINIA

### SCHEDULE OF EMPLOYER CONTRIBUTIONS – OPEB GROUP LIFE INSURANCE PROGRAM

|                                                  | Fiscal Year June 30, |              |              |              |              |              |               |               |               |               |
|--------------------------------------------------|----------------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|---------------|---------------|
|                                                  | 2013                 | 2014         | 2015         | 2016         | 2017         | 2018         | 2019          | 2020          | 2021          | 2022          |
| Contractually required contribution (CRC)        | \$ 37,037            | \$ 39,686    | \$ 41,460    | \$ 43,912    | \$ 49,173    | \$ 49,555    | \$ 51,834     | \$ 54,595     | \$ 55,777     | \$ 61,646     |
| Contributions in relation to the CRC             | 37,037               | 39,686       | 41,460       | 43,912       | 49,173       | 49,555       | 51,834        | 54,595        | 55,777        | 61,646        |
| Contribution deficiency (excess)                 | \$ -                 | \$ -         | \$ -         | \$ -         | \$ -         | \$ -         | \$ -          | \$ -          | \$ -          | \$ -          |
| Employer's covered payroll                       | \$ 7,716,023         | \$ 8,267,989 | \$ 8,634,324 | \$ 9,127,485 | \$ 9,444,008 | \$ 9,454,182 | \$ 10,033,310 | \$ 10,506,032 | \$ 10,329,112 | \$ 11,415,967 |
| Contributions as a percentage of covered payroll | 0.48%                | 0.48%        | 0.48%        | 0.48%        | 0.52%        | 0.52%        | 0.52%         | 0.52%         | 0.54%         | 0.54%         |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO REQUIRED SUPPLEMENTARY INFORMATION – OTHER POSTEMPLOYMENT BENEFITS Year Ended June 30, 2022

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#### Note 1. Retiree Healthcare Plan

##### *Changes of Benefit Terms*

There have been no actuarially material changes to the Retiree Healthcare Plan benefit provisions since the prior actuarial valuation.

##### *Changes of Assumptions*

Changes of assumptions and other inputs reflect the effects of changes in the discount rate each period. The following is the discount rate used for the period presented:

|      |       |
|------|-------|
| 2022 | 2.16% |
|------|-------|

#### Note 2. Group Life Insurance Program

##### *Changes of Benefit Terms*

There have been no actuarially material changes to the Virginia Retirement System benefit provisions since the prior actuarial valuation.

##### *Changes of Assumptions*

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actual experience study for the period from July 1, 2016 through June 30, 2020, except the change in the discount rate, which was based on VRS Board action effective as of July 1, 2019. Changes to the actuarial assumptions as a result of the experience study and VRS Board action are as follows:

##### *General Employees*

|                                                                               |                                                                                                                                                            |
|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates<br>(pre-retirement, post-retirement<br>healthy, and disabled) | Updated to PUB2010 public sector mortality tables. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020     |
| Retirement Rates                                                              | Adjusted to better fit experience for Plan 1; set separate rates based on experience for Plan 2/Hybrid; changed final retirement age from 75 to 80 for all |
| Withdrawal Rates                                                              | Adjusted rates to better fit experience at each age and service decrement through nine years of service                                                    |
| Disability Rates                                                              | No change                                                                                                                                                  |
| Salary Scale                                                                  | No change                                                                                                                                                  |
| Line of Duty Disability                                                       | No change                                                                                                                                                  |
| Discount Rate                                                                 | No change                                                                                                                                                  |

## TOWN OF CULPEPER, VIRGINIA

### NOTES TO REQUIRED SUPPLEMENTARY INFORMATION – OTHER POSTEMPLOYMENT BENEFITS Year Ended June 30, 2022

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#### Note 2. Group Life Insurance Program (Continued)

##### *Changes of Assumptions (Continued)*

##### *Hazardous Duty Employees*

|                                                                               |                                                                                                                                                                                             |
|-------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Mortality Rates<br>(pre-retirement, post-retirement<br>healthy, and disabled) | Update to PUB2010 public sector mortality tables. Increased disability life expectancy. For future mortality improvements, replace load with a modified Mortality Improvement Scale MP-2020 |
| Retirement Rates                                                              | Adjusted rated to better fit experience and changed final retirement age from 65 to 70                                                                                                      |
| Withdrawal Rates                                                              | Decreased rates and changed from rates based on age and services to rates based on service only to better fit experience and to be more consistent with Locals Top 10 Hazardous Duty        |
| Disability Rates                                                              | No change                                                                                                                                                                                   |
| Salary Scale                                                                  | No change                                                                                                                                                                                   |
| Line of Duty Disability                                                       | No change                                                                                                                                                                                   |
| Discount Rate                                                                 | No change                                                                                                                                                                                   |



## **OTHER SUPPLEMENTARY INFORMATION**

**TOWN OF CULPEPER, VIRGINIA**  
**COMBINING BALANCE SHEET – NONMAJOR GOVERNMENTAL FUNDS**  
**June 30, 2022**

|                                                | Cemetery<br>Perpetual<br>Care Fund | Cemetery<br>Permanent<br>Fund | Total<br>Governmental<br>Funds |
|------------------------------------------------|------------------------------------|-------------------------------|--------------------------------|
| <b>ASSETS</b>                                  |                                    |                               |                                |
| Cash and cash equivalents, restricted (Note 2) | \$ 49,491                          | \$ 260,508                    | \$ 309,999                     |
| Investments, restricted                        | 171,642                            | 906,764                       | 1,078,406                      |
| Receivables, restricted                        | -                                  | 950                           | 950                            |
| <b>Total assets</b>                            | <b>\$ 221,133</b>                  | <b>\$ 1,168,222</b>           | <b>\$ 1,389,355</b>            |
| <b>FUND BALANCES</b>                           |                                    |                               |                                |
| Nonspendable                                   | \$ -                               | \$ 1,168,222                  | \$ 1,168,222                   |
| Restricted                                     | 221,133                            | -                             | 221,133                        |
| <b>Total fund balances</b>                     | <b>\$ 221,133</b>                  | <b>\$ 1,168,222</b>           | <b>\$ 1,389,355</b>            |

**TOWN OF CULPEPER, VIRGINIA**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN**  
**FUND BALANCE – NONMAJOR GOVERNMENTAL FUNDS**  
**Year Ended June 30, 2022**

|                                    | Cemetery<br>Perpetual<br>Care Fund | Cemetery<br>Permanent<br>Fund | Total<br>Governmental<br>Funds |
|------------------------------------|------------------------------------|-------------------------------|--------------------------------|
| Revenues:                          |                                    |                               |                                |
| Use of money and property          | \$ 30,612                          | \$ -                          | \$ 30,612                      |
| Charges for services               | -                                  | 104,300                       | 104,300                        |
| <b>Total revenues</b>              | <b>30,612</b>                      | <b>104,300</b>                | <b>134,912</b>                 |
| <b>Net change in fund balances</b> | <b>30,612</b>                      | <b>104,300</b>                | <b>134,912</b>                 |
| Fund balances, beginning           | 190,521                            | 1,063,922                     | 1,254,443                      |
| Fund balances, ending              | \$ 221,133                         | \$ 1,168,222                  | \$ 1,389,355                   |

# SCHEDULE OF REVENUES – BUDGET AND ACTUAL – GENERAL FUND Year Ended June 30, 2022

| Entity, Fund, Major and Minor Revenue Source                 | Budgeted Amounts  |                   | Actual<br>Amounts | Variance with<br>Final Budget<br>Over (Under) |
|--------------------------------------------------------------|-------------------|-------------------|-------------------|-----------------------------------------------|
|                                                              | Original          | Final             |                   |                                               |
| Primary Government:                                          |                   |                   |                   |                                               |
| General Fund:                                                |                   |                   |                   |                                               |
| Revenue from local sources:                                  |                   |                   |                   |                                               |
| General property taxes:                                      |                   |                   |                   |                                               |
| Real estate taxes                                            | \$ 1,622,912      | \$ 1,622,912      | \$ 1,673,941      | \$ 51,029                                     |
| Personal property taxes                                      | 1,600,150         | 1,600,150         | 1,916,127         | 315,977                                       |
| Machinery and tools tax                                      | 230,000           | 230,000           | 215,617           | (14,383)                                      |
| Public service real estate and property taxes                | 38,000            | 38,000            | 36,529            | (1,471)                                       |
| Interest and penalties on delinquent taxes                   | 60,000            | 60,000            | 74,819            | 14,819                                        |
| <b>Total general property taxes</b>                          | <b>3,551,062</b>  | <b>3,551,062</b>  | <b>3,917,033</b>  | <b>365,971</b>                                |
| Other local taxes:                                           |                   |                   |                   |                                               |
| Local sales and use taxes                                    | 1,625,000         | 1,625,000         | 2,125,855         | 500,855                                       |
| Business license taxes                                       | 945,000           | 945,000           | 1,159,132         | 214,132                                       |
| Franchise license tax                                        | 80,000            | 80,000            | 87,616            | 7,616                                         |
| Bank stock taxes                                             | 400,000           | 400,000           | 510,246           | 110,246                                       |
| Cigarette taxes                                              | 225,000           | 225,000           | 207,338           | (17,662)                                      |
| Hotel and motel room tax                                     | 370,000           | 370,000           | 503,564           | 133,564                                       |
| Meals tax                                                    | 4,020,000         | 4,020,000         | 5,176,632         | 1,156,632                                     |
| Admissions tax                                               | 20,000            | 20,000            | 32,766            | 12,766                                        |
| Local consumption taxes                                      | 60,000            | 60,000            | 66,003            | 6,003                                         |
| <b>Total other local taxes</b>                               | <b>7,745,000</b>  | <b>7,745,000</b>  | <b>9,869,152</b>  | <b>2,124,152</b>                              |
| Permits, privilege fees, and regulatory licenses:            |                   |                   |                   |                                               |
| Permits and other licenses                                   | 276,000           | 276,000           | 434,046           | 158,046                                       |
| <b>Total permits, privilege fees, and regulatory license</b> | <b>276,000</b>    | <b>276,000</b>    | <b>434,046</b>    | <b>158,046</b>                                |
| Fines and forfeitures                                        | 135,000           | 135,000           | 127,949           | (7,051)                                       |
| Use of money and property:                                   |                   |                   |                   |                                               |
| Net revenue from use of money                                | (45,250)          | (45,250)          | (884,131)         | (838,881)                                     |
| Revenue from use of property                                 | 411,250           | 411,250           | 272,533           | (138,717)                                     |
| <b>Total revenue from use of money and property</b>          | <b>366,000</b>    | <b>366,000</b>    | <b>(611,598)</b>  | <b>(977,598)</b>                              |
| Charges for services:                                        |                   |                   |                   |                                               |
| Sanitation equipment replacement fee                         | 156,000           | 156,000           | 173,426           | 17,426                                        |
| Trash disposal fee                                           | 40,000            | 40,000            | 47,388            | 7,388                                         |
| Crosswalk traffic control                                    | 18,000            | 18,000            | 17,700            | (300)                                         |
| Cable Media Network PEG fees                                 | 7,000             | 7,000             | 7,669             | 669                                           |
| Police department counter transactions                       | -                 | -                 | 1,534             | 1,534                                         |
| FOIA request fees                                            | 500               | 500               | 709               | 209                                           |
| <b>Total charges for services</b>                            | <b>221,500</b>    | <b>221,500</b>    | <b>248,426</b>    | <b>26,926</b>                                 |
| Miscellaneous                                                | 53,600            | 53,600            | 156,676           | 103,076                                       |
| <b>Total revenue from local sources</b>                      | <b>12,348,162</b> | <b>12,348,162</b> | <b>14,141,684</b> | <b>1,793,522</b>                              |

# SCHEDULE OF REVENUES – BUDGET AND ACTUAL – GENERAL FUND Year Ended June 30, 2022

| Entity, Fund, Major and Minor Revenue Source                       | Budgeted Amounts     |                      | Actual<br>Amounts    | Variance with<br>Final Budget<br>Over (Under) |
|--------------------------------------------------------------------|----------------------|----------------------|----------------------|-----------------------------------------------|
|                                                                    | Original             | Final                |                      |                                               |
| Primary Government: (continued)                                    |                      |                      |                      |                                               |
| General Fund: (continued)                                          |                      |                      |                      |                                               |
| Recovered costs:                                                   |                      |                      |                      |                                               |
| County of Culpeper:                                                |                      |                      |                      |                                               |
| Cable Media Network contributions                                  | \$ 117,732           | \$ 117,732           | \$ 116,976           | \$ (756)                                      |
| Others:                                                            |                      |                      |                      |                                               |
| Park authority maintenance and miscellaneous                       | 40,000               | 40,000               | 34,398               | (5,602)                                       |
| Time and material charges                                          | -                    | -                    | 500                  | 500                                           |
| Water Fund:                                                        |                      |                      |                      |                                               |
| Utility services                                                   | 781,054              | 781,054              | 781,054              | -                                             |
| Motor pool                                                         | 10,000               | 10,000               | 10,000               | -                                             |
| Mow, mulch and trim                                                | 6,000                | 6,000                | 6,000                | -                                             |
| Wastewater Fund:                                                   |                      |                      |                      |                                               |
| Utility services                                                   | 781,054              | 781,054              | 781,054              | -                                             |
| Motor pool                                                         | 31,000               | 31,000               | 31,000               | -                                             |
| Mow, mulch and trim                                                | 15,000               | 15,000               | 15,000               | -                                             |
| Light and Power Fund:                                              |                      |                      |                      |                                               |
| Utility services                                                   | 1,290,935            | 1,290,935            | 1,290,935            | -                                             |
| Motor pool                                                         | 51,000               | 51,000               | 51,000               | -                                             |
| Mow, mulch and trim                                                | 7,500                | 7,500                | 7,500                | -                                             |
| <b>Total recovered costs</b>                                       | <b>3,131,275</b>     | <b>3,131,275</b>     | <b>3,125,417</b>     | <b>(5,858)</b>                                |
| Intergovernmental:                                                 |                      |                      |                      |                                               |
| Revenue from the Commonwealth:                                     |                      |                      |                      |                                               |
| Non-categorical aid:                                               |                      |                      |                      |                                               |
| Personal property tax relief                                       | 224,000              | 224,000              | 224,104              | 104                                           |
| Gaming tax                                                         | -                    | -                    | 2,880                | 2,880                                         |
| Rolling stock tax                                                  | 5,000                | 5,000                | 4,491                | (509)                                         |
| <b>Total non-categorical aid</b>                                   | <b>229,000</b>       | <b>229,000</b>       | <b>231,475</b>       | <b>2,475</b>                                  |
| Categorical aid:                                                   |                      |                      |                      |                                               |
| Litter control                                                     | 4,500                | 4,500                | 6,677                | 2,177                                         |
| Law enforcement grants                                             | 318,144              | 370,880              | 342,473              | (28,407)                                      |
| Fire program                                                       | 63,000               | 63,000               | 66,294               | 3,294                                         |
| Street and highway maintenance                                     | 2,100,000            | 2,100,000            | 2,115,950            | 15,950                                        |
| Tourism grant                                                      | 70,000               | 110,000              | 10,000               | (100,000)                                     |
| Other                                                              | 19,500               | 19,500               | 24,284               | 4,784                                         |
| <b>Total categorical aid</b>                                       | <b>2,575,144</b>     | <b>2,667,880</b>     | <b>2,565,678</b>     | <b>(102,202)</b>                              |
| <b>Total intergovernmental revenue from the Commonwealth</b>       | <b>2,804,144</b>     | <b>2,896,880</b>     | <b>2,797,153</b>     | <b>(99,727)</b>                               |
| Revenue from the Federal government:                               |                      |                      |                      |                                               |
| Categorical aid:                                                   |                      |                      |                      |                                               |
| American Rescue Plan Act                                           | -                    | -                    | 5,291,231            | 5,291,231                                     |
| American Rescue Plan Act - Municipal Utility Relief                | -                    | 109,736              | 26,088               | (83,648)                                      |
| FEMA                                                               | -                    | -                    | 18,370               | 18,370                                        |
| CARES Act - Municipal Utility Relief                               | -                    | -                    | 1,895                | 1,895                                         |
| Community Development Block Grant                                  | -                    | 318,000              | 808,791              | 490,791                                       |
| Department of Criminal Justice                                     | -                    | -                    | 14,633               | 14,633                                        |
| Department of Transportation                                       | 166,000              | 166,000              | 14,566               | (151,434)                                     |
| <b>Total categorical aid</b>                                       | <b>166,000</b>       | <b>593,736</b>       | <b>6,175,574</b>     | <b>5,581,838</b>                              |
| <b>Total intergovernmental revenue from the Federal government</b> | <b>166,000</b>       | <b>593,736</b>       | <b>6,175,574</b>     | <b>5,581,838</b>                              |
| <b>Total intergovernmental revenue</b>                             | <b>2,970,144</b>     | <b>3,490,616</b>     | <b>8,972,727</b>     | <b>5,482,111</b>                              |
| <b>Total General Fund</b>                                          | <b>\$ 18,449,581</b> | <b>\$ 18,970,053</b> | <b>\$ 26,239,828</b> | <b>\$ 7,269,775</b>                           |

**SCHEDULE OF EXPENDITURES – BUDGET AND ACTUAL – GENERAL FUND**  
**Year Ended June 30, 2022**

| Entity, Fund, Function, Activity and Elements     | Budgeted Amounts |                  | Actual<br>Amounts | Variance with<br>Final Budget<br>Over (Under) |
|---------------------------------------------------|------------------|------------------|-------------------|-----------------------------------------------|
|                                                   | Original         | Final            |                   |                                               |
| Primary Government:                               |                  |                  |                   |                                               |
| General Fund:                                     |                  |                  |                   |                                               |
| General government administration:                |                  |                  |                   |                                               |
| Legislative:                                      |                  |                  |                   |                                               |
| Town Council:                                     |                  |                  |                   |                                               |
| Personnel                                         | \$ 102,000       | \$ 102,000       | \$ 99,300         | \$ (2,700)                                    |
| Fringe benefits                                   | 59,816           | 59,816           | 39,942            | (19,874)                                      |
| Other charges                                     | 38,900           | 38,900           | 32,268            | (6,632)                                       |
| <b>Total Town Council</b>                         | <b>200,716</b>   | <b>200,716</b>   | <b>171,510</b>    | <b>(29,206)</b>                               |
| <b>Total legislative</b>                          | <b>200,716</b>   | <b>200,716</b>   | <b>171,510</b>    | <b>(29,206)</b>                               |
| General and financial:                            |                  |                  |                   |                                               |
| Town Manager's office:                            |                  |                  |                   |                                               |
| Personnel                                         | 84,333           | 88,453           | 91,285            | 2,832                                         |
| Fringe benefits                                   | 46,425           | 46,425           | 46,247            | (178)                                         |
| Other charges                                     | 7,800            | 9,389            | 6,735             | (2,654)                                       |
| <b>Total Town manager's office</b>                | <b>138,558</b>   | <b>144,267</b>   | <b>144,267</b>    | <b>-</b>                                      |
| Town clerk's office:                              |                  |                  |                   |                                               |
| Personnel                                         | 223,029          | 231,116          | 252,368           | 21,252                                        |
| Fringe benefits                                   | 90,341           | 90,341           | 84,386            | (5,955)                                       |
| Other charges                                     | 21,050           | 30,253           | 15,286            | (14,967)                                      |
| Contractual services                              | 1,500            | 1,500            | 1,170             | (330)                                         |
| <b>Total Town clerk's office</b>                  | <b>335,920</b>   | <b>353,210</b>   | <b>353,210</b>    | <b>-</b>                                      |
| Treasurer's office:                               |                  |                  |                   |                                               |
| Personnel                                         | 881,498          | 952,012          | 925,406           | (26,606)                                      |
| Fringe benefits                                   | 361,514          | 378,554          | 360,979           | (17,575)                                      |
| Other charges                                     | 212,800          | 189,800          | 163,818           | (25,982)                                      |
| Contractual services                              | 4,000            | 4,000            | 14,973            | 10,973                                        |
| <b>Total treasurer's office</b>                   | <b>1,459,812</b> | <b>1,524,366</b> | <b>1,465,176</b>  | <b>(59,190)</b>                               |
| Human resources office:                           |                  |                  |                   |                                               |
| Personnel                                         | 190,693          | 197,770          | 205,312           | 7,542                                         |
| Fringe benefits                                   | 62,237           | 62,237           | 67,263            | 5,026                                         |
| Other charges                                     | 83,750           | 83,750           | 71,135            | (12,615)                                      |
| <b>Total human resources office</b>               | <b>336,680</b>   | <b>343,757</b>   | <b>343,710</b>    | <b>(47)</b>                                   |
| Special Projects Administration:                  |                  |                  |                   |                                               |
| Personnel                                         | -                | 96,208           | 111,797           | 15,589                                        |
| Fringe benefits                                   | -                | 31,409           | 32,344            | 935                                           |
| Other charges                                     | -                | 18,048           | 1,524             | (16,524)                                      |
| <b>Total Special Projects Administration</b>      | <b>-</b>         | <b>145,665</b>   | <b>145,665</b>    | <b>-</b>                                      |
| Information Technology:                           |                  |                  |                   |                                               |
| Personnel                                         | 514,824          | 629,190          | 628,869           | (321)                                         |
| Fringe benefits                                   | 185,305          | 219,797          | 193,982           | (25,815)                                      |
| Leased equipment                                  | -                | -                | 50,296            | 50,296                                        |
| Other charges                                     | 1,108,648        | 1,294,548        | 1,099,955         | (194,593)                                     |
| <b>Total information technology</b>               | <b>1,808,777</b> | <b>2,143,535</b> | <b>1,973,102</b>  | <b>(170,433)</b>                              |
| Motor pool:                                       |                  |                  |                   |                                               |
| Personnel                                         | 231,693          | 238,172          | 241,686           | 3,514                                         |
| Fringe benefits                                   | 103,104          | 103,104          | 95,513            | (7,591)                                       |
| Other charges                                     | 14,200           | 16,311           | 20,388            | 4,077                                         |
| <b>Total motor pool</b>                           | <b>348,997</b>   | <b>357,587</b>   | <b>357,587</b>    | <b>-</b>                                      |
| General and financial administration:             |                  |                  |                   |                                               |
| Legal                                             | 100,260          | 100,260          | 97,472            | (2,788)                                       |
| Independent auditor and actuary                   | 77,500           | 107,500          | 71,255            | (36,245)                                      |
| Insurance and bonding                             | 97,047           | 97,047           | 91,582            | (5,465)                                       |
| <b>Total general and financial administration</b> | <b>274,807</b>   | <b>304,807</b>   | <b>260,309</b>    | <b>(44,498)</b>                               |
| <b>Total general government administration</b>    | <b>4,904,267</b> | <b>5,517,910</b> | <b>5,214,536</b>  | <b>(303,374)</b>                              |

**SCHEDULE OF EXPENDITURES – BUDGET AND ACTUAL – GENERAL FUND**  
**Year Ended June 30, 2022**

| Entity, Fund, Function, Activity and Elements                               | Budgeted Amounts |                  | Actual<br>Amounts | Variance with<br>Final Budget<br>Over (Under) |
|-----------------------------------------------------------------------------|------------------|------------------|-------------------|-----------------------------------------------|
|                                                                             | Original         | Final            |                   |                                               |
| Primary Government: (continued)                                             |                  |                  |                   |                                               |
| General Fund: (continued)                                                   |                  |                  |                   |                                               |
| Public safety:                                                              |                  |                  |                   |                                               |
| Law enforcement and traffic control:                                        |                  |                  |                   |                                               |
| Police department:                                                          |                  |                  |                   |                                               |
| Personnel                                                                   | \$ 3,677,834     | \$ 3,777,243     | \$ 4,007,788      | \$ 230,545                                    |
| Fringe benefits                                                             | 1,403,730        | 1,403,730        | 1,290,585         | (113,145)                                     |
| Leased equipment                                                            | -                | -                | 27,773            | 27,773                                        |
| Vehicle operation                                                           | 250,828          | 273,328          | 176,895           | (96,433)                                      |
| Drug fund                                                                   | 15,000           | 15,653           | 15,653            | -                                             |
| E911 center                                                                 | 449,619          | 449,619          | 448,153           | (1,466)                                       |
| Other charges                                                               | 375,025          | 926,777          | 378,976           | (547,801)                                     |
| <b>Total law enforcement and traffic control</b>                            | <b>6,172,036</b> | <b>6,846,350</b> | <b>6,345,823</b>  | <b>(500,527)</b>                              |
| <b>Total public safety</b>                                                  | <b>6,172,036</b> | <b>6,846,350</b> | <b>6,345,823</b>  | <b>(500,527)</b>                              |
| Public works:                                                               |                  |                  |                   |                                               |
| Public works department:                                                    |                  |                  |                   |                                               |
| Personnel                                                                   | 130,181          | 133,709          | 135,679           | 1,970                                         |
| Fringe benefits                                                             | 57,136           | 57,136           | 54,235            | (2,901)                                       |
| Other charges                                                               | 12,750           | 53,750           | 53,117            | (633)                                         |
| <b>Total public works department</b>                                        | <b>200,067</b>   | <b>244,595</b>   | <b>243,031</b>    | <b>(1,564)</b>                                |
| Maintenance of highways, streets, bridges, sidewalks,<br>and street lights: |                  |                  |                   |                                               |
| Highways, streets, bridges and sidewalks:                                   |                  |                  |                   |                                               |
| Personnel                                                                   | 977,314          | 1,004,318        | 956,377           | (47,941)                                      |
| Fringe benefits                                                             | 384,494          | 384,494          | 355,436           | (29,058)                                      |
| Other charges                                                               | 117,450          | 27,572           | 226,934           | 199,362                                       |
| Repairs and maintenance                                                     | 1,006,000        | 1,161,039        | 847,480           | (313,559)                                     |
| Contractual services                                                        | 22,000           | 22,000           | 23,010            | 1,010                                         |
| Rental of street lights                                                     | 155,000          | 155,000          | 166,407           | 11,407                                        |
| Snow and ice removal                                                        | 57,300           | 110,300          | 106,018           | (4,282)                                       |
| Traffic engineering                                                         | 198,155          | 199,763          | 195,459           | (4,304)                                       |
| <b>Total highways, streets, bridges, and sidewalks</b>                      | <b>2,917,713</b> | <b>3,064,486</b> | <b>2,877,121</b>  | <b>(187,365)</b>                              |
| Refuse collection:                                                          |                  |                  |                   |                                               |
| Personnel                                                                   | 199,648          | 205,091          | 214,369           | 9,278                                         |
| Fringe benefits                                                             | 94,674           | 94,674           | 93,319            | (1,355)                                       |
| Other charges                                                               | 396,800          | 433,282          | 425,338           | (7,944)                                       |
| <b>Total refuse collection</b>                                              | <b>691,122</b>   | <b>733,047</b>   | <b>733,026</b>    | <b>(21)</b>                                   |
| General properties:                                                         |                  |                  |                   |                                               |
| Personnel                                                                   | 164,803          | 169,356          | 171,004           | 1,648                                         |
| Fringe benefits                                                             | 73,326           | 73,326           | 68,502            | (4,824)                                       |
| Other charges                                                               | 331,050          | 367,493          | 342,256           | (25,237)                                      |
| Contractual services                                                        | 40,000           | 40,000           | 62,567            | 22,567                                        |
| <b>Total general properties</b>                                             | <b>609,179</b>   | <b>650,175</b>   | <b>644,329</b>    | <b>(5,846)</b>                                |
| <b>Total public works</b>                                                   | <b>4,418,081</b> | <b>4,692,303</b> | <b>4,497,507</b>  | <b>(194,796)</b>                              |
| Parks, recreation and cultural:                                             |                  |                  |                   |                                               |
| Parks and recreation:                                                       |                  |                  |                   |                                               |
| Personnel                                                                   | 208,379          | 213,787          | 197,289           | (16,498)                                      |
| Fringe benefits                                                             | 110,140          | 110,140          | 72,493            | (37,647)                                      |
| Other charges                                                               | 94,050           | 94,050           | 112,057           | 18,007                                        |
| Culpeper Media Network                                                      | 237,590          | 240,883          | 239,960           | (923)                                         |
| <b>Total parks and recreation</b>                                           | <b>650,159</b>   | <b>658,860</b>   | <b>621,799</b>    | <b>(37,061)</b>                               |

**SCHEDULE OF EXPENDITURES – BUDGET AND ACTUAL – GENERAL FUND**  
**Year Ended June 30, 2022**

| Entity, Fund, Function, Activity and Elements | Budgeted Amounts     |                      | Actual<br>Amounts    | Variance with<br>Final Budget<br>Over (Under) |
|-----------------------------------------------|----------------------|----------------------|----------------------|-----------------------------------------------|
|                                               | Original             | Final                |                      |                                               |
| Primary Government: (continued)               |                      |                      |                      |                                               |
| General Fund: (continued)                     |                      |                      |                      |                                               |
| Parks, recreation and cultural: (continued)   |                      |                      |                      |                                               |
| Cemetery:                                     |                      |                      |                      |                                               |
| Personnel                                     | \$ 8,000             | \$ 8,000             | \$ 14,541            | \$ 6,541                                      |
| Fringe benefits                               | -                    | -                    | 1,109                | 1,109                                         |
| Other charges                                 | 40,400               | 45,788               | 35,247               | (10,541)                                      |
| Contractual services                          | 7,500                | 7,500                | 7,061                | (439)                                         |
| <b>Total cemetery</b>                         | <b>55,900</b>        | <b>61,288</b>        | <b>57,958</b>        | <b>(3,330)</b>                                |
| <b>Total parks, recreation and cultural</b>   | <b>706,059</b>       | <b>720,148</b>       | <b>679,757</b>       | <b>(40,391)</b>                               |
| Community development:                        |                      |                      |                      |                                               |
| Planning and zoning:                          |                      |                      |                      |                                               |
| Personnel                                     | 510,125              | 526,316              | 507,459              | (18,857)                                      |
| Fringe benefits                               | 226,282              | 226,282              | 210,951              | (15,331)                                      |
| Other charges                                 | 48,700               | 111,690              | 71,845               | (39,845)                                      |
| <b>Total planning and zoning</b>              | <b>785,107</b>       | <b>864,288</b>       | <b>790,255</b>       | <b>(74,033)</b>                               |
| Visitors center:                              |                      |                      |                      |                                               |
| Personnel                                     | 52,093               | 53,550               | 50,279               | (3,271)                                       |
| Fringe benefits                               | 4,071                | 4,071                | 1,243                | (2,828)                                       |
| Other charges                                 | 9,820                | 24,820               | 17,917               | (6,903)                                       |
| <b>Total visitors center</b>                  | <b>65,984</b>        | <b>82,441</b>        | <b>69,439</b>        | <b>(13,002)</b>                               |
| Tourism:                                      |                      |                      |                      |                                               |
| Personnel                                     | 213,701              | 247,056              | 247,812              | 756                                           |
| Fringe benefits                               | 75,176               | 84,551               | 73,551               | (11,000)                                      |
| Other charges                                 | 294,600              | 376,600              | 238,392              | (138,208)                                     |
| <b>Total tourism</b>                          | <b>583,477</b>       | <b>708,207</b>       | <b>559,755</b>       | <b>(148,452)</b>                              |
| Economic development:                         |                      |                      |                      |                                               |
| Other charges                                 | 216,738              | 216,738              | 194,568              | (22,170)                                      |
| <b>Total economic development</b>             | <b>216,738</b>       | <b>216,738</b>       | <b>194,568</b>       | <b>(22,170)</b>                               |
| Contributions:                                |                      |                      |                      |                                               |
| Volunteer fire department                     | 158,000              | 161,294              | 161,294              | -                                             |
| Rescue services                               | 25,000               | 25,000               | 25,000               | -                                             |
| Virginia Regional Transit                     | 133,761              | 133,761              | 133,761              | -                                             |
| <b>Total contributions</b>                    | <b>316,761</b>       | <b>320,055</b>       | <b>320,055</b>       | <b>-</b>                                      |
| <b>Total community development</b>            | <b>1,968,067</b>     | <b>2,191,729</b>     | <b>1,934,072</b>     | <b>(257,657)</b>                              |
| Parking Authority:                            |                      |                      |                      |                                               |
| Other charges                                 | 85,550               | 85,550               | 79,515               | (6,035)                                       |
| <b>Total parking authority</b>                | <b>85,550</b>        | <b>85,550</b>        | <b>79,515</b>        | <b>(6,035)</b>                                |
| Pandemic expenses:                            |                      |                      |                      |                                               |
| Other charges                                 | -                    | 1,176,359            | 1,033,775            | (142,584)                                     |
| <b>Total pandemic expenses</b>                | <b>-</b>             | <b>1,176,359</b>     | <b>1,033,775</b>     | <b>(142,584)</b>                              |
| Capital projects                              | 296,500              | 3,801,198            | 690,677              | (3,110,521)                                   |
| Debt service:                                 |                      |                      |                      |                                               |
| Principal                                     | 1,232,000            | 1,232,000            | 1,348,868            | 116,868                                       |
| Interest                                      | 272,996              | 272,996              | 274,397              | 1,401                                         |
| <b>Total debt service</b>                     | <b>1,504,996</b>     | <b>1,504,996</b>     | <b>1,623,265</b>     | <b>118,269</b>                                |
| <b>Total General Fund</b>                     | <b>\$ 20,055,556</b> | <b>\$ 26,536,543</b> | <b>\$ 22,098,927</b> | <b>\$ (4,437,616)</b>                         |

Note: Pandemic expenses were also included in functional department activity reported on this schedule.



**TOWN OF CULPEPER, VIRGINIA**

**BALANCE SHEET – DISCRETELY PRESENTED COMPONENT UNIT**

**June 30, 2022**

|                                           | Industrial<br>Development<br>Authority |
|-------------------------------------------|----------------------------------------|
| <hr/>                                     |                                        |
| <b>ASSETS</b>                             |                                        |
| Cash and cash equivalents                 | \$ 77,166                              |
| Cash and cash equivalents, restricted     | <u>51,185</u>                          |
| <b>Total assets</b>                       | <u><u>\$ 128,351</u></u>               |
| <b>LIABILITIES</b>                        |                                        |
| Debt service reserve                      | <u>\$ 47,630</u>                       |
| <b>Total liabilities</b>                  | <u>47,630</u>                          |
| <b>FUND BALANCE</b>                       |                                        |
| Assigned                                  | <u>80,721</u>                          |
| <b>Total fund balance</b>                 | <u>80,721</u>                          |
| <b>Total liabilities and fund balance</b> | <u><u>\$ 128,351</u></u>               |

**TOWN OF CULPEPER, VIRGINIA**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –  
DISCRETELY PRESENTED COMPONENT UNIT  
Year Ended June 30, 2022**

|                                   | Industrial<br>Development<br>Authority |
|-----------------------------------|----------------------------------------|
| Revenues:                         |                                        |
| Intergovernmental                 | \$ 30,772                              |
| <b>Total revenues</b>             | <b>30,772</b>                          |
| Expenditures:                     |                                        |
| Community development             | 31,328                                 |
| <b>Total expenditures</b>         | <b>31,328</b>                          |
| <b>Expenditures over revenues</b> | <b>(556)</b>                           |
| <b>Net change in fund balance</b> | <b>(556)</b>                           |
| Fund balance, beginning           | 81,277                                 |
| Fund balance, ending              | \$ 80,721                              |

## **STATISTICAL SECTION**

# TOWN OF CULPEPER, VIRGINIA

## STATISTICAL SECTION TABLE OF CONTENTS

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The statistical section of the Town's annual comprehensive financial report presents detailed information as a context for understanding what the information presented in the financial statements, note disclosures and required supplementary information say about the Town's overall financial health. This information has not been audited by the independent auditor.

| Contents                                                                                                                                                                                                        | Tables  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| <b>Financial Trends</b>                                                                                                                                                                                         |         |
| These tables contain trend information to help the reader understand how the Town's financial performance and financial well being have changed over time.                                                      | 1 – 4   |
| <b>Revenue Capacity</b>                                                                                                                                                                                         |         |
| These tables contain information to help the reader assess the Town's most significant local revenue sources, the property tax, as well as other revenue sources.                                               | 5 – 8   |
| <b>Debt Capacity</b>                                                                                                                                                                                            |         |
| These tables present information to help the reader assess the affordability of the Town's current level of outstanding debt and the Town's ability to issue additional debt in the future.                     | 9 – 12  |
| <b>Demographic and Economic Information</b>                                                                                                                                                                     |         |
| These tables offer demographic and economic indicators to help the reader understand the environment within which the Town's financial activities take place.                                                   | 13 – 15 |
| <b>Operating Information</b>                                                                                                                                                                                    |         |
| These tables contain service and infrastructure data to help the reader understand how the information in the Town's financial report relates to the services the Town provides and the activities it performs. | 16 – 17 |

**Sources:** Unless otherwise noted, the information in these tables is derived from the annual comprehensive financial report for the relevant year.

TOWN OF CULPEPER, VIRGINIA

Table 1

**NET POSITION / ASSETS BY COMPONENT**  
**Last Ten Fiscal Years**  
*(accrual basis of accounting)*  
**(Unaudited)**

|                                                    | Fiscal Year June 30, |                      |                      |                      |                       |                       |                       |                       |                       |                       |
|----------------------------------------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
|                                                    | 2013 <sup>(1)</sup>  | 2014                 | 2015 <sup>(1)</sup>  | 2016 <sup>(1)</sup>  | 2017 <sup>(1)</sup>   | 2018                  | 2019                  | 2020 <sup>(1)</sup>   | 2021                  | 2022 <sup>(1)</sup>   |
| Governmental activities:                           |                      |                      |                      |                      |                       |                       |                       |                       |                       |                       |
| Net investment in capital assets                   | \$ 25,529,232        | \$ 35,443,423        | \$ 43,149,400        | \$ 43,759,691        | \$ 41,387,460         | \$ 40,487,615         | \$ 40,546,104         | \$ 41,338,919         | \$ 43,829,900         | \$ 48,485,616         |
| Restricted                                         | 1,303,598            | 1,438,266            | 1,581,752            | 1,739,191            | 1,811,790             | 1,296,274             | 1,280,286             | 1,168,472             | 1,551,372             | 1,645,740             |
| Unrestricted                                       | 2,015,193            | 4,622,870            | 870,870              | 1,364,636            | 4,297,760             | 8,044,105             | 8,590,118             | 9,045,773             | 9,649,391             | 16,420,220            |
| <b>Total governmental activities net position</b>  | <b>\$ 28,848,023</b> | <b>\$ 41,504,559</b> | <b>\$ 45,602,022</b> | <b>\$ 46,863,518</b> | <b>\$ 47,497,010</b>  | <b>\$ 49,827,994</b>  | <b>\$ 50,416,508</b>  | <b>\$ 51,553,164</b>  | <b>\$ 55,030,663</b>  | <b>\$ 66,551,576</b>  |
| Business-type activities:                          |                      |                      |                      |                      |                       |                       |                       |                       |                       |                       |
| Net investment in capital assets                   | \$ 25,590,844        | \$ 27,911,757        | \$ 26,550,954        | \$ 27,865,064        | \$ 32,641,915         | \$ 46,875,816         | \$ 52,906,194         | \$ 52,243,951         | \$ 51,984,648         | \$ 53,774,016         |
| Unrestricted                                       | 25,738,585           | 23,275,294           | 23,270,667           | 23,628,617           | 20,951,828            | 18,096,222            | 22,028,646            | 23,999,664            | 24,581,871            | 23,306,151            |
| <b>Total business-type activities net position</b> | <b>\$ 51,329,429</b> | <b>\$ 51,187,051</b> | <b>\$ 49,821,621</b> | <b>\$ 51,493,681</b> | <b>\$ 53,593,743</b>  | <b>\$ 64,972,038</b>  | <b>\$ 74,934,840</b>  | <b>\$ 76,243,615</b>  | <b>\$ 76,566,519</b>  | <b>\$ 77,080,167</b>  |
| Primary government                                 |                      |                      |                      |                      |                       |                       |                       |                       |                       |                       |
| Net investment in capital assets                   | \$ 51,120,076        | \$ 63,355,180        | \$ 69,700,354        | \$ 71,624,755        | \$ 74,029,375         | \$ 87,363,431         | \$ 93,452,298         | \$ 93,582,870         | \$ 95,814,548         | \$ 102,259,632        |
| Restricted                                         | 1,303,598            | 1,438,266            | 1,581,752            | 1,739,191            | 1,811,790             | 1,296,274             | 1,280,286             | 1,168,472             | 1,551,372             | 1,645,740             |
| Unrestricted                                       | 27,753,778           | 27,898,164           | 24,141,537           | 24,993,253           | 25,249,588            | 26,140,327            | 30,618,764            | 33,045,437            | 34,231,262            | 39,726,371            |
| <b>Total primary government net position</b>       | <b>\$ 80,177,452</b> | <b>\$ 92,691,610</b> | <b>\$ 95,423,643</b> | <b>\$ 98,357,199</b> | <b>\$ 101,090,753</b> | <b>\$ 114,800,032</b> | <b>\$ 125,351,348</b> | <b>\$ 127,796,779</b> | <b>\$ 131,597,182</b> | <b>\$ 143,631,743</b> |

Note:

(1) These totals are as previously reported. A prior period adjustment was required which subsequently modified these amounts.

# TOWN OF CULPEPER, VIRGINIA

**Table 2**  
**Page 1**

## CHANGES IN NET POSITION / ASSETS

### Last Ten Fiscal Years

*(accrual basis of accounting)*  
**(Unaudited)**

|                                                        | Fiscal Year June 30, |                    |                   |                    |                    |                   |                    |                     |                    |                    |
|--------------------------------------------------------|----------------------|--------------------|-------------------|--------------------|--------------------|-------------------|--------------------|---------------------|--------------------|--------------------|
|                                                        | 2013                 | 2014               | 2015              | 2016               | 2017               | 2018              | 2019               | 2020                | 2021               | 2022               |
| Primary government:                                    |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| Expenses:                                              |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| Governmental activities:                               |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| General government administration                      | \$ 1,820,939         | \$ 2,069,656       | \$ 1,580,634      | \$ 1,782,797       | \$ 2,118,903       | \$ 1,813,136      | \$ 2,039,237       | \$ 2,024,609        | \$ 2,054,689       | \$ 2,106,575       |
| Public safety                                          | 4,355,486            | 4,620,506          | 4,466,205         | 4,826,442          | 5,392,894          | 5,279,682         | 5,942,851          | 6,073,416           | 6,000,711          | 6,767,415          |
| Public works                                           | 3,927,287            | 4,882,783          | 4,622,046         | 4,677,492          | 5,381,340          | 5,378,213         | 6,310,254          | 6,487,486           | 6,257,085          | 6,786,040          |
| Parks, recreation and cultural                         | 952,084              | 869,890            | 658,510           | 734,657            | 727,557            | 777,456           | 775,021            | 638,436             | 667,456            | 672,197            |
| Community development                                  | 1,448,109            | 1,463,571          | 1,403,802         | 1,404,450          | 1,443,117          | 1,688,724         | 1,613,569          | 1,712,175           | 3,436,651          | 2,796,267          |
| Parking Authority                                      | -                    | -                  | -                 | -                  | -                  | -                 | -                  | -                   | 10,880             | 79,515             |
| Interest                                               | 529,532              | 567,245            | 502,905           | 557,705            | 323,497            | 390,139           | 365,932            | 357,229             | 232,514            | 242,102            |
| <b>Total governmental activities</b>                   | <b>13,033,437</b>    | <b>14,473,651</b>  | <b>13,234,102</b> | <b>13,983,543</b>  | <b>15,387,308</b>  | <b>15,327,350</b> | <b>17,046,864</b>  | <b>17,293,351</b>   | <b>18,659,986</b>  | <b>19,450,111</b>  |
| Business-type activities:                              |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| Water                                                  | 3,173,641            | 3,947,082          | 3,483,189         | 3,880,069          | 4,074,774          | 5,256,395         | 4,257,892          | 5,783,979           | 5,469,453          | 5,576,830          |
| Wastewater                                             | 5,438,022            | 5,401,822          | 5,146,396         | 5,533,867          | 5,345,589          | 5,055,057         | 5,282,858          | 5,169,641           | 5,909,741          | 5,545,772          |
| Electric                                               | 10,592,276           | 11,823,318         | 11,640,544        | 10,710,274         | 10,939,680         | 11,253,585        | 11,218,357         | 11,748,581          | 10,985,261         | 12,579,151         |
| <b>Total business-type activities expense</b>          | <b>19,203,939</b>    | <b>21,172,222</b>  | <b>20,270,129</b> | <b>20,124,210</b>  | <b>20,360,043</b>  | <b>21,565,037</b> | <b>20,759,107</b>  | <b>22,702,201</b>   | <b>22,364,455</b>  | <b>23,701,753</b>  |
| <b>Total primary government expenses</b>               | <b>32,237,376</b>    | <b>35,645,873</b>  | <b>33,504,231</b> | <b>34,107,753</b>  | <b>35,747,351</b>  | <b>36,892,387</b> | <b>37,805,971</b>  | <b>39,995,552</b>   | <b>41,024,441</b>  | <b>43,151,864</b>  |
| Program revenues:                                      |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| Governmental activities:                               |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| Charges for services:                                  |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| General government                                     | 189,022              | 53,062             | 63,438            | 81,443             | 90,053             | 117,936           | 90,556             | 125,733             | 177,246            | 150,921            |
| Public safety                                          | 185,890              | 157,238            | 159,236           | 195,365            | 202,554            | 188,458           | 233,361            | 142,554             | 116,134            | 137,294            |
| Public works                                           | 224,756              | 322,027            | 390,969           | 432,509            | 313,983            | 366,920           | 318,291            | 261,885             | 194,676            | 220,814            |
| Parks, recreation and cultural                         | 408,606              | 430,869            | 410,854           | 420,362            | 430,210            | 461,456           | 509,131            | 117,234             | 168,146            | 182,500            |
| Community development                                  | 31,878               | 41,585             | 35,243            | 37,304             | 19,471             | 27,718            | 32,804             | 189,639             | 231,639            | 223,192            |
| Operating grants and contributions                     | 2,088,055            | 2,400,103          | 2,180,092         | 2,164,513          | 2,377,321          | 2,355,582         | 2,512,485          | 2,669,291           | 6,563,585          | 8,893,126          |
| Capital grants and contributions                       | 959,384              | 2,292,433          | 7,738,062         | 294,304            | 365,253            | 2,285,924         | 62,000             | 1,312,239           | 938,037            | 1,347,537          |
| <b>Total primary government program revenues</b>       | <b>4,087,591</b>     | <b>5,697,317</b>   | <b>10,977,894</b> | <b>3,625,800</b>   | <b>3,798,845</b>   | <b>5,803,994</b>  | <b>3,758,628</b>   | <b>4,818,575</b>    | <b>8,389,463</b>   | <b>11,155,384</b>  |
| Business-type activities:                              |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| Charges for services:                                  |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| Water                                                  | 3,711,935            | 4,102,902          | 4,265,875         | 5,125,832          | 4,455,697          | 4,562,888         | 4,510,584          | 4,410,737           | 4,163,328          | 3,853,703          |
| Wastewater                                             | 4,441,288            | 5,224,087          | 5,269,322         | 5,662,133          | 5,768,125          | 5,952,387         | 5,940,563          | 5,914,111           | 5,543,331          | 5,047,068          |
| Electric                                               | 11,188,316           | 11,444,085         | 12,106,804        | 11,592,942         | 11,711,465         | 12,486,678        | 12,981,235         | 12,577,012          | 12,072,822         | 13,174,024         |
| Operating grants and contributions                     | -                    | 3,047              | 1,369             | 24,020             | 29,542             | 15,597            | 16,341             | 8,812               | 218,514            | 228,278            |
| Capital grants and contributions                       | 22,000               | 818,910            | -                 | -                  | 994,049            | 10,846,873        | 7,340,842          | 1,063,423           | 1,133,623          | 3,549,027          |
| <b>Total business-type activities program revenues</b> | <b>19,363,539</b>    | <b>21,593,031</b>  | <b>21,643,370</b> | <b>22,404,927</b>  | <b>22,958,878</b>  | <b>33,864,423</b> | <b>30,789,565</b>  | <b>23,974,095</b>   | <b>23,131,618</b>  | <b>25,852,100</b>  |
| <b>Total primary government program revenues</b>       | <b>23,451,130</b>    | <b>27,290,348</b>  | <b>32,621,264</b> | <b>26,030,727</b>  | <b>26,757,723</b>  | <b>39,668,417</b> | <b>34,548,193</b>  | <b>28,792,670</b>   | <b>31,521,081</b>  | <b>37,007,484</b>  |
| Net (expense) revenue:                                 |                      |                    |                   |                    |                    |                   |                    |                     |                    |                    |
| Governmental activities                                | (8,945,846)          | (8,776,334)        | (2,256,208)       | (10,357,743)       | (11,588,463)       | (9,523,356)       | (13,288,236)       | (12,474,776)        | (10,270,523)       | (8,294,727)        |
| Business-type activities                               | 159,600              | 420,809            | 1,373,241         | 2,280,717          | 2,598,835          | 12,299,386        | 10,030,458         | 1,271,894           | 767,163            | 2,150,347          |
| <b>Total primary government net expense</b>            | <b>(8,786,246)</b>   | <b>(8,355,525)</b> | <b>(882,967)</b>  | <b>(8,077,026)</b> | <b>(8,989,628)</b> | <b>2,776,030</b>  | <b>(3,257,778)</b> | <b>(11,202,882)</b> | <b>(9,503,360)</b> | <b>(6,144,380)</b> |

# TOWN OF CULPEPER, VIRGINIA

**Table 2**  
**Page 2**

## CHANGES IN NET POSITION / ASSETS

### Last Ten Fiscal Years

*(accrual basis of accounting)*  
**(Unaudited)**

|                                                     | Fiscal Year June 30, |                     |                     |                     |                     |                      |                      |                      |                     |                     |
|-----------------------------------------------------|----------------------|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|----------------------|---------------------|---------------------|
|                                                     | 2013                 | 2014                | 2015                | 2016                | 2017                | 2018                 | 2019                 | 2020                 | 2021                | 2022                |
| General revenues and other changes in net position: |                      |                     |                     |                     |                     |                      |                      |                      |                     |                     |
| Governmental activities:                            |                      |                     |                     |                     |                     |                      |                      |                      |                     |                     |
| Taxes:                                              |                      |                     |                     |                     |                     |                      |                      |                      |                     |                     |
| Property taxes                                      | \$ 2,905,805         | \$ 3,052,885        | \$ 3,095,547        | \$ 3,062,450        | \$ 3,334,858        | \$ 3,814,435         | \$ 3,726,136         | \$ 3,789,988         | \$ 3,605,747        | \$ 4,222,522        |
| Food and beverage tax                               | 2,622,243            | 3,362,648           | 3,727,506           | 3,941,061           | 4,115,524           | 4,257,578            | 4,332,531            | 4,156,443            | 4,594,500           | 5,176,632           |
| Sales taxes                                         | 1,299,219            | 1,409,401           | 1,371,546           | 1,363,040           | 1,555,660           | 1,641,902            | 1,585,041            | 1,623,384            | 1,847,634           | 2,125,855           |
| Business license tax                                | 1,092,986            | 1,044,986           | 1,035,641           | 1,043,272           | 1,072,996           | 1,115,874            | 1,010,442            | 1,028,437            | 1,023,686           | 1,159,132           |
| Bank stock tax                                      | 287,309              | 305,972             | 349,495             | 338,243             | 390,832             | 431,595              | 483,997              | 402,494              | 494,982             | 510,246             |
| Cigarette tax                                       | 183,297              | 173,094             | 162,582             | 167,265             | 156,238             | 165,818              | 247,326              | 225,899              | 220,301             | 207,338             |
| Hotel and motel tax                                 | 249,896              | 328,032             | 325,775             | 342,965             | 449,636             | 498,669              | 448,369              | 358,721              | 368,494             | 503,564             |
| Other local taxes                                   | 189,255              | 193,414             | 194,523             | 180,285             | 178,811             | 188,325              | 187,320              | 194,478              | 159,269             | 186,385             |
| Intergovernmental revenue                           | 231,473              | 231,885             | 231,499             | 231,707             | 230,933             | 285,596              | 393,438              | 332,387              | 275,075             | 231,475             |
| Use of money and property                           | 25,279               | 20,845              | 18,793              | 36,412              | 45,754              | 117,859              | 345,501              | 712,349              | 405,956             | (580,986)           |
| Sale of surplus of real estate                      | -                    | -                   | -                   | -                   | -                   | -                    | -                    | -                    | -                   | 1,150,000           |
| Miscellaneous                                       | 74,341               | 103,546             | 165,826             | 331,402             | 50,778              | 92,164               | 512,269              | 122,307              | 147,371             | 156,676             |
| Special Item: Annexation of State Roads             | 680,433              | -                   | -                   | -                   | -                   | -                    | -                    | -                    | -                   | -                   |
| Transfers                                           | 573,758              | 594,982             | 625,612             | 593,538             | 611,435             | 607,965              | 604,380              | 664,545              | 672,848             | 673,159             |
| <b>Total governmental activities</b>                | <b>10,415,294</b>    | <b>10,821,690</b>   | <b>11,304,345</b>   | <b>11,631,640</b>   | <b>12,193,455</b>   | <b>13,217,780</b>    | <b>13,876,750</b>    | <b>13,611,432</b>    | <b>13,815,863</b>   | <b>15,721,998</b>   |
| Business-type activities:                           |                      |                     |                     |                     |                     |                      |                      |                      |                     |                     |
| Investment earnings                                 | 46,910               | 37,648              | 30,050              | 60,471              | 127,950             | 242,858              | 527,505              | 701,426              | 228,589             | (963,540)           |
| Other                                               | -                    | -                   | 6,668               | 8,301               | 13,212              | -                    | 9,219                | -                    | -                   | -                   |
| Insurance recovery                                  | -                    | 447,114             | 7,929               | 3,474               | -                   | -                    | -                    | -                    | -                   | -                   |
| Transfers                                           | (573,758)            | (594,982)           | (625,612)           | (593,538)           | (611,435)           | (607,965)            | (604,380)            | (664,545)            | (672,848)           | (673,159)           |
| <b>Total business-type activities</b>               | <b>(526,848)</b>     | <b>(110,220)</b>    | <b>(580,965)</b>    | <b>(521,292)</b>    | <b>(470,273)</b>    | <b>(365,107)</b>     | <b>(67,656)</b>      | <b>36,881</b>        | <b>(444,259)</b>    | <b>(1,636,699)</b>  |
| <b>Total primary government</b>                     | <b>9,888,446</b>     | <b>10,711,470</b>   | <b>10,723,380</b>   | <b>11,110,348</b>   | <b>11,723,182</b>   | <b>12,852,673</b>    | <b>13,809,094</b>    | <b>13,648,313</b>    | <b>13,371,604</b>   | <b>14,085,299</b>   |
| Changes in net position/assets:                     |                      |                     |                     |                     |                     |                      |                      |                      |                     |                     |
| Governmental activities                             | 1,469,448            | 2,045,356           | 9,048,137           | 1,273,897           | 604,992             | 3,694,424            | 588,514              | 13,611,432           | 3,545,340           | 7,427,271           |
| Business-type activities                            | (367,248)            | 310,589             | 792,276             | 1,759,425           | 2,128,562           | 11,934,279           | 9,962,802            | 36,881               | 322,904             | 513,648             |
| <b>Total primary government</b>                     | <b>\$ 1,102,200</b>  | <b>\$ 2,355,945</b> | <b>\$ 9,840,413</b> | <b>\$ 3,033,322</b> | <b>\$ 2,733,554</b> | <b>\$ 15,628,703</b> | <b>\$ 10,551,316</b> | <b>\$ 13,648,313</b> | <b>\$ 3,868,244</b> | <b>\$ 7,940,919</b> |

Note:

- (1) Net (expense) revenue is the difference between the expenses and program revenues. This difference indicates the degree to which a function or program is supported with its own fees and program-specific grants versus its reliance upon funding from taxes and other general revenues. Numbers in a parenthesis are net expenses indicating that expenses were greater than program revenues and, therefore, general revenues were needed to finance that function or program. Numbers without parentheses are net revenues, demonstrating that program revenues were more than sufficient to cover expenses.

## TOWN OF CULPEPER, VIRGINIA

Table 3

## FUND BALANCES – GOVERNMENTAL FUNDS

## Last Ten Fiscal Years

*(modified accrual basis of accounting)***(Unaudited)**

|                                           | 2013                 | 2014                 | 2015                 | 2016                 | 2017                 |
|-------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| General Fund:                             |                      |                      |                      |                      |                      |
| Nonspendable                              | \$ 146,178           | \$ 86,437            | \$ -                 | \$ -                 | \$ 82,081            |
| Restricted                                | 664,894              | 6,732,852            | 5,300,787            | 5,399,922            | 2,957,401            |
| Committed                                 | 8,072,276            | -                    | -                    | 176,088              | -                    |
| Assigned                                  | 1,353,321            | 352,985              | 86,656               | 448,203              | 2,491,370            |
| Unassigned                                | 823,784              | 4,726,934            | 5,377,641            | 5,663,645            | 6,818,439            |
| <b>Total General Fund</b>                 | <b>\$ 11,060,453</b> | <b>\$ 11,899,208</b> | <b>\$ 10,765,084</b> | <b>\$ 11,687,858</b> | <b>\$ 12,349,291</b> |
| All Other Governmental Funds:             |                      |                      |                      |                      |                      |
| Nonspendable                              | \$ -                 | \$ -                 | \$ -                 | \$ -                 | \$ -                 |
| Restricted                                | 638,704              | 703,499              | 758,254              | 822,133              | 893,371              |
| <b>Total all other governmental funds</b> | <b>\$ 638,704</b>    | <b>\$ 703,499</b>    | <b>\$ 758,254</b>    | <b>\$ 822,133</b>    | <b>\$ 893,371</b>    |
|                                           |                      |                      |                      |                      |                      |
|                                           | 2018                 | 2019                 | 2020                 | 2021                 | 2022                 |
| General Fund:                             |                      |                      |                      |                      |                      |
| Nonspendable                              | \$ 125,672           | \$ 121,487           | \$ 152,026           | \$ 154,128           | \$ 220,372           |
| Restricted                                | 339,124              | 230,698              | 41,677               | 297,199              | 256,385              |
| Committed                                 | -                    | -                    | -                    | 3,363,922            | 5,173,214            |
| Assigned                                  | 3,504,418            | 7,368,961            | 7,671,403            | 5,341,674            | 4,828,735            |
| Unassigned                                | 10,711,025           | 7,348,636            | 7,099,139            | 7,725,840            | 12,446,186           |
| <b>Total General Fund</b>                 | <b>\$ 14,680,239</b> | <b>\$ 15,069,782</b> | <b>\$ 14,964,245</b> | <b>\$ 16,882,763</b> | <b>\$ 22,924,892</b> |
| All Other Governmental Funds:             |                      |                      |                      |                      |                      |
| Nonspendable                              | \$ 847,322           | \$ 916,872           | \$ 965,622           | \$ 1,063,922         | \$ 1,168,222         |
| Restricted                                | 109,828              | 132,716              | 161,173              | 190,521              | 221,133              |
| <b>Total all other governmental funds</b> | <b>\$ 957,150</b>    | <b>\$ 1,049,588</b>  | <b>\$ 1,126,795</b>  | <b>\$ 1,254,443</b>  | <b>\$ 1,389,355</b>  |



**TOWN OF CULPEPER, VIRGINIA**  
**CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS**  
**Last Ten Fiscal Years**  
*(modified accrual basis of accounting)*  
**(Unaudited)**

**Table 4**

|                                                          | Fiscal Year June 30, |                    |                       |                   |                   |                     |                   |                    |                     |                     |
|----------------------------------------------------------|----------------------|--------------------|-----------------------|-------------------|-------------------|---------------------|-------------------|--------------------|---------------------|---------------------|
|                                                          | 2013                 | 2014               | 2015                  | 2016              | 2017              | 2018                | 2019              | 2020               | 2021                | 2022                |
| <b>Revenues:</b>                                         |                      |                    |                       |                   |                   |                     |                   |                    |                     |                     |
| Taxes                                                    | \$ 8,794,666         | \$ 9,852,810       | \$ 10,185,335         | \$ 10,456,591     | \$ 11,264,283     | \$ 12,022,628       | \$ 12,127,817     | \$ 11,493,484      | \$ 12,501,854       | \$ 13,786,185       |
| Permits, privilege fees and regulatory licenses          | 255,905              | 304,884            | 275,969               | 364,246           | 297,808           | 339,691             | 370,949           | 396,997            | 431,300             | 434,046             |
| Fines and forfeitures                                    | 129,654              | 103,206            | 122,292               | 118,324           | 134,158           | 113,085             | 131,494           | 107,599            | 144,263             | 127,949             |
| Use of money and property                                | 210,859              | 210,983            | 202,029               | 212,379           | 213,887           | 364,243             | 597,370           | 712,349            | 405,956             | (580,986)           |
| Charges for services                                     | 255,751              | 293,820            | 328,502               | 279,147           | 295,860           | 378,002             | 353,125           | 332,449            | 312,278             | 352,726             |
| Miscellaneous                                            | 288,051              | 216,950            | 300,545               | 196,889           | 131,122           | 251,708             | 622,890           | 122,307            | 147,371             | 156,676             |
| Recovered costs                                          | 1,817,446            | 1,835,240          | 2,027,731             | 2,208,363         | 2,288,113         | 2,332,603           | 2,521,534         | 2,755,505          | 3,023,520           | 3,125,417           |
| Intergovernmental                                        | 3,279,435            | 3,953,986          | 4,707,381             | 2,690,525         | 2,853,111         | 2,807,406           | 2,928,570         | 2,883,692          | 6,742,609           | 8,972,727           |
| <b>Total revenues</b>                                    | <b>15,031,767</b>    | <b>16,771,879</b>  | <b>18,149,784</b>     | <b>16,526,464</b> | <b>17,478,342</b> | <b>18,609,366</b>   | <b>19,653,749</b> | <b>18,804,382</b>  | <b>23,709,151</b>   | <b>26,374,740</b>   |
| <b>Expenditures:</b>                                     |                      |                    |                       |                   |                   |                     |                   |                    |                     |                     |
| General government administration                        | 3,146,377            | 3,190,149          | 3,306,228             | 3,590,533         | 3,738,385         | 3,814,621           | 4,177,881         | 4,431,181          | 4,384,552           | 5,214,536           |
| Public safety                                            | 4,018,716            | 4,290,573          | 4,317,699             | 4,619,766         | 4,996,798         | 5,020,076           | 5,250,136         | 5,572,833          | 5,684,021           | 6,345,823           |
| Public works                                             | 3,110,447            | 3,330,713          | 3,259,396             | 3,514,464         | 3,628,459         | 3,184,690           | 4,334,914         | 4,080,007          | 4,151,405           | 4,497,507           |
| Parks, recreation and cultural                           | 906,712              | 828,728            | 665,109               | 730,184           | 703,051           | 769,988             | 752,292           | 630,020            | 687,039             | 679,757             |
| Community development                                    | 1,286,951            | 1,435,055          | 1,425,637             | 1,414,780         | 1,417,717         | 1,570,997           | 1,545,830         | 1,699,081          | 1,722,392           | 1,934,072           |
| Parking Authority                                        | -                    | -                  | -                     | -                 | -                 | -                   | -                 | -                  | 10,880              | 79,515              |
| Pandemic expenses                                        | -                    | -                  | -                     | -                 | -                 | -                   | -                 | -                  | 1,971,481           | 1,033,775           |
| Capital projects                                         | 3,918,542            | 5,466,703          | 5,709,587             | 884,820           | 1,284,343         | 738,983             | 1,988,530         | 1,467,841          | 2,107,280           | 690,677             |
| <b>Debt service:</b>                                     |                      |                    |                       |                   |                   |                     |                   |                    |                     |                     |
| Principal                                                | 784,741              | 933,736            | 1,074,903             | 1,227,548         | 1,249,267         | 1,265,780           | 1,284,036         | 6,353,535          | 1,259,818           | 1,348,868           |
| Interest and fiscal charges                              | 442,610              | 520,199            | 533,486               | 511,519           | 410,324           | 457,469             | 442,579           | 434,116            | 289,124             | 274,397             |
| Bond issuance costs                                      | 56,846               | 53,236             | 7,896                 | 73,022            | -                 | -                   | -                 | 44,643             | -                   | -                   |
| <b>Total expenditures</b>                                | <b>17,671,942</b>    | <b>20,049,092</b>  | <b>20,299,941</b>     | <b>16,566,636</b> | <b>17,428,344</b> | <b>16,822,604</b>   | <b>19,776,198</b> | <b>24,713,257</b>  | <b>22,267,992</b>   | <b>22,098,927</b>   |
| <b>Revenues over (under) expenditures</b>                | <b>(2,640,175)</b>   | <b>(3,277,213)</b> | <b>(2,150,157)</b>    | <b>(40,172)</b>   | <b>49,998</b>     | <b>1,786,762</b>    | <b>(122,449)</b>  | <b>(5,908,875)</b> | <b>1,441,159</b>    | <b>4,275,813</b>    |
| <b>Other financing sources (uses):</b>                   |                      |                    |                       |                   |                   |                     |                   |                    |                     |                     |
| Proceeds from borrowing                                  | 3,720,000            | 3,676,500          | 430,000               | 4,990,000         | -                 | -                   | -                 | 5,216,000          | -                   | -                   |
| Bond premium on issuance                                 | -                    | -                  | -                     | 1,115,879         | -                 | -                   | -                 | -                  | -                   | -                   |
| Payments to escrow agent                                 | -                    | -                  | -                     | (6,036,403)       | -                 | -                   | -                 | -                  | -                   | -                   |
| Issuance of lease                                        | -                    | -                  | -                     | -                 | -                 | -                   | -                 | -                  | -                   | 78,069              |
| Sale of surplus real estate                              | -                    | -                  | -                     | 299,932           | -                 | -                   | -                 | -                  | -                   | 1,150,000           |
| Transfers in                                             | 573,758              | 594,982            | 625,612               | 593,538           | 611,435           | 607,965             | 604,380           | 664,545            | 672,848             | 673,159             |
| <b>Total other financing sources, net</b>                | <b>4,293,758</b>     | <b>4,271,482</b>   | <b>1,055,612</b>      | <b>962,946</b>    | <b>611,435</b>    | <b>607,965</b>      | <b>604,380</b>    | <b>5,880,545</b>   | <b>672,848</b>      | <b>1,901,228</b>    |
| <b>Net change in fund balances</b>                       | <b>\$ 1,653,583</b>  | <b>\$ 994,269</b>  | <b>\$ (1,094,545)</b> | <b>\$ 922,774</b> | <b>\$ 661,433</b> | <b>\$ 2,394,727</b> | <b>\$ 481,931</b> | <b>\$ (28,330)</b> | <b>\$ 2,114,007</b> | <b>\$ 6,177,041</b> |
| Debt service as a percentage of noncapital expenditures: | 8.98%                | 9.69%              | 11.23%                | 11.90%            | 10.33%            | 12.02%              | 9.43%             | 29.10%             | 8.08%               | 7.79%               |

**TOWN OF CULPEPER, VIRGINIA**

**Table 5**

**ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY**

**Last Ten Fiscal Years**

*(modified accrual basis of accounting)*

**(Unaudited)**

| Fiscal Year<br>June 30, | Tax<br>Year | Real<br>Estate   | Personal<br>Property | Machinery<br>and<br>Tools | Public Utilities |                      | Total<br>Assessed<br>Value | Total Direct<br>Tax Rate <sup>(1)</sup> |
|-------------------------|-------------|------------------|----------------------|---------------------------|------------------|----------------------|----------------------------|-----------------------------------------|
|                         |             |                  |                      |                           | Real<br>Estate   | Personal<br>Property |                            |                                         |
| 2013                    | 2012        | \$ 1,346,564,800 | \$ 134,140,673       | \$ 16,413,572             | \$ 39,446,496    | \$ 357,302           | \$ 1,536,922,843           | \$ 1.93                                 |
| 2014                    | 2013        | 1,411,785,500    | 142,461,383          | 18,781,109                | 25,499,302       | 58,635               | 1,598,585,929              | 1.93                                    |
| 2015                    | 2014        | 1,430,676,100    | 145,472,196          | 19,641,375                | 29,676,346       | 48,955               | 1,625,514,972              | 1.91                                    |
| 2016                    | 2015        | 1,639,650,120    | 152,345,370          | 18,897,435                | 35,389,078       | 17,350               | 1,846,299,353              | 1.91                                    |
| 2017                    | 2016        | 1,664,811,915    | 163,594,889          | 23,736,598                | 34,518,204       | 12,199               | 1,886,673,805              | 1.91                                    |
| 2018                    | 2017        | 1,789,850,200    | 168,970,393          | 22,987,435                | 40,667,473       | 110,293              | 2,022,585,794              | 1.90                                    |
| 2019                    | 2018        | 1,802,236,200    | 177,408,463          | 27,859,148                | 38,027,777       | 86,953               | 2,045,618,541              | 1.90                                    |
| 2020                    | 2019        | 1,957,644,000    | 182,616,130          | 29,219,133                | 43,204,181       | 77,045               | 2,212,760,489              | 1.891                                   |
| 2021                    | 2020        | 1,984,258,700    | 193,272,186          | 28,669,380                | 41,868,265       | -                    | 2,248,068,531              | 1.891                                   |
| 2022                    | 2021        | 2,236,107,800    | 220,123,107          | 26,952,068                | 44,547,014       | -                    | 2,527,729,989              | 1.882                                   |

Notes: Property is assessed at full market value. Real estate properties are reassessed once every two years.

(1) Per \$100 of assessed value

Source: Treasurer's Department Tax Records, Town of Culpeper, Virginia

**TOWN OF CULPEPER, VIRGINIA**

**Table 6**

**DIRECT AND OVERLAPPING PROPERTY TAX RATES  
Last Ten Fiscal Years  
(Unaudited)**

| Fiscal Year<br>June 30, | Tax<br>Year | Real<br>Property | Personal<br>Property | Machinery<br>and Tools | Public Utilities |                      | Overlapping Rates<br>Culpeper County |                      | Total<br>Direct Tax<br>Rate |
|-------------------------|-------------|------------------|----------------------|------------------------|------------------|----------------------|--------------------------------------|----------------------|-----------------------------|
|                         |             |                  |                      |                        | Real<br>Estate   | Personal<br>Property | Real<br>Property                     | Personal<br>Property |                             |
| 2013                    | 2012        | \$ 0.13          | \$ 1.00              | \$ 0.80                | \$ 0.11          | \$ 1.00              | \$ 0.83                              | \$ 3.50              | \$ 1.93                     |
| 2014                    | 2013        | 0.13             | 1.00                 | 0.80                   | 0.13             | 1.00                 | 0.83                                 | 3.50                 | 1.93                        |
| 2015                    | 2014        | 0.11             | 1.00                 | 0.80                   | 0.11             | 1.00                 | 0.73                                 | 3.50                 | 1.91                        |
| 2016                    | 2015        | 0.11             | 1.00                 | 0.80                   | 0.11             | 1.00                 | 0.73                                 | 3.50                 | 1.91                        |
| 2017                    | 2016        | 0.11             | 1.00                 | 0.80                   | 0.11             | 1.00                 | 0.73                                 | 3.50                 | 1.91                        |
| 2018                    | 2017        | 0.10             | 1.00                 | 0.80                   | 0.10             | 1.00                 | 0.67                                 | 3.50                 | 1.90                        |
| 2019                    | 2018        | 0.10             | 1.00                 | 0.80                   | 0.10             | 1.00                 | 0.62                                 | 3.50                 | 1.90                        |
| 2020                    | 2019        | 0.091            | 1.00                 | 0.80                   | 0.091            | 1.00                 | 0.62                                 | 3.50                 | 1.891                       |
| 2021                    | 2020        | 0.091            | 1.00                 | 0.80                   | 0.091            | 1.00                 | 0.62                                 | 3.50                 | 1.891                       |
| 2022                    | 2021        | 0.082            | 1.00                 | 0.80                   | 0.082            | 1.00                 | 0.55                                 | 3.50                 | 1.882                       |

Notes:

All rates are per \$100 of assessed value.

Source: Treasurer's Department Tax Records, Town of Culpeper, Virginia,  
Culpeper County Treasurer

# TOWN OF CULPEPER, VIRGINIA

**Table 7**

## PRINCIPAL PROPERTY TAXPAYERS Current Year and Ten Years Ago (Unaudited)

| Taxpayer                                  | Type<br>Business                | Fiscal Year June 30,<br>2022         |      | Percentage of<br>Total Town<br>Taxable<br>Assessed<br>Value | Fiscal Year June 30,<br>2013         |      | Percentage of<br>Total Town<br>Taxable<br>Assessed<br>Value |
|-------------------------------------------|---------------------------------|--------------------------------------|------|-------------------------------------------------------------|--------------------------------------|------|-------------------------------------------------------------|
|                                           |                                 | 2021<br>Taxable<br>Assessed<br>Value | Rank |                                                             | 2012<br>Taxable<br>Assessed<br>Value | Rank |                                                             |
| Culpeper 2018, LLC                        | Shopping Center                 | \$ 23,264,800                        | 1    | 1.02%                                                       | \$ -                                 | -    | -                                                           |
| Society for Worldwide Interbank           | Data Center                     | 21,781,000                           | 2    | 0.96%                                                       | 18,117,100                           | 2    | 1.31%                                                       |
| Dominion Square - Culpeper LLC            | Shopping Center                 | 16,880,800                           | 3    | 0.74%                                                       | 12,354,800                           | 4    | 0.89%                                                       |
| Verizon Virginia LLC                      | Telecommunications              | 14,828,515                           | 4    | 0.65%                                                       | 17,456,080                           | 3    | 1.26%                                                       |
| Columbia Gas of Virginia                  | Gas and Pipeline Distribution   | 13,241,224                           | 5    | 0.58%                                                       | 7,802,816                            | 7    | 0.56%                                                       |
| Frep IV - Center at Culpeper LLC          | Shopping Center                 | 12,756,900                           | 6    | 0.56%                                                       | -                                    | -    | -                                                           |
| Wal-Mart                                  | Retail/Grocery                  | 12,126,700                           | 7    | 0.53%                                                       | 10,905,600                           | 5    | 0.79%                                                       |
| VA Equities LLC                           | Shopping Center                 | 10,262,100                           | 8    | 0.45%                                                       | -                                    | -    | -                                                           |
| Culpeper Storage LLC                      | Retail                          | 9,107,700                            | 9    | 0.40%                                                       | -                                    | -    | -                                                           |
| Culpeper Shopping Center                  | Shopping Center                 | 8,904,600                            | 10   | 0.39%                                                       | -                                    | -    | -                                                           |
| Culpeper Memorial Hospital (1)            | Healthcare                      | -                                    | -    | -                                                           | 24,863,400                           | 1    | 1.79%                                                       |
| Culpeper Marketplace Associates           | Shopping Center                 | -                                    | -    | -                                                           | 9,548,000                            | 6    | 0.69%                                                       |
| Target Corporation                        | Retail/Grocery                  | -                                    | -    | -                                                           | 7,195,400                            | 8    | 0.52%                                                       |
| Lowe's Home Centers Inc                   | Retail                          | -                                    | -    | -                                                           | 6,921,100                            | 9    | 0.50%                                                       |
| Southridge/Culpeper LP                    | Rental Residential & Commercial | -                                    | -    | -                                                           | 6,584,100                            | 10   | 0.48%                                                       |
| <b>Total</b>                              |                                 | <u>\$ 143,154,339</u>                |      | <u>6.28%</u>                                                | <u>\$ 121,748,396</u>                |      | <u>8.79%</u>                                                |
| <b>Total Real Property Assessed Value</b> |                                 | <u>\$ 2,280,654,814</u>              |      | <u>100.00%</u>                                              | <u>\$ 1,386,011,296</u>              |      | <u>100.00%</u>                                              |

Notes:

(1) Now part of UVA Health System and property is tax-exempt

Source: Treasurer's Department Tax Records, Town of Culpeper, Virginia

**TOWN OF CULPEPER, VIRGINIA**

**Table 8**

**PROPERTY TAX LEVIES AND COLLECTIONS  
Last Ten Fiscal Years  
(Unaudited)**

| Fiscal Year<br>June 30, | Tax<br>Year | Taxes<br>Levied | Collected Within the<br>Fiscal Year of the Levy |                       | Collections in<br>Subsequent<br>Years | Write-Offs <sup>(1)</sup> | Total Collections to Date |                       |
|-------------------------|-------------|-----------------|-------------------------------------------------|-----------------------|---------------------------------------|---------------------------|---------------------------|-----------------------|
|                         |             |                 | Amount                                          | Percentage<br>of Levy |                                       |                           | Amount                    | Percentage<br>of Levy |
| 2013                    | 2012        | \$ 2,850,133    | \$ 2,663,855                                    | 93.46%                | \$ 186,278                            | \$ 45,513                 | \$ 2,804,620              | 98.40%                |
| 2014                    | 2013        | 2,970,019       | 2,774,376                                       | 93.41%                | 195,643                               | 48,617                    | 2,921,402                 | 98.36%                |
| 2015                    | 2014        | 3,026,106       | 2,816,413                                       | 93.07%                | 184,684                               | 25,009                    | 2,976,088                 | 98.35%                |
| 2016                    | 2015        | 3,070,128       | 2,880,923                                       | 93.84%                | 163,193                               | 23,534                    | 3,020,582                 | 98.39%                |
| 2017                    | 2016        | 3,229,653       | 3,071,240                                       | 95.10%                | 135,550                               | 22,075                    | 3,184,715                 | 98.61%                |
| 2018                    | 2017        | 3,600,849       | 3,401,152                                       | 94.45%                | 167,553                               | -                         | 3,568,705                 | 99.11%                |
| 2019                    | 2018        | 3,699,140       | 3,511,769                                       | 94.93%                | 142,989                               | -                         | 3,654,758                 | 98.80%                |
| 2020                    | 2019        | 3,692,620       | 3,496,445                                       | 94.69%                | 141,106                               | -                         | 3,637,551                 | 98.51%                |
| 2021                    | 2020        | 3,794,161       | 3,644,408                                       | 96.05%                | 134,434                               | -                         | 3,778,842                 | 99.60%                |
| 2022                    | 2021        | 4,029,505       | 3,703,175                                       | 91.90%                | -                                     | -                         | 3,703,175                 | 91.90%                |

Note:

(1) Personal Property write-offs required by the Code of Virginia at the end of the fifth calendar year after initially billed. Write-offs are approved each year by Town Council resolution.

Source: Treasurer's Department Tax Records, Town of Culpeper, Virginia

**RATIOS OF OUTSTANDING DEBT BY TYPE**  
**Last Ten Fiscal Years**  
**(Unaudited)**

| Fiscal Year<br>June 30, | Governmental Activities |           | Business-Type Activities    |                     |                   |                   | Total<br>Primary<br>Government | Percentage of<br>Town Cumulative<br>Personal Income | Debt<br>Per Capita |
|-------------------------|-------------------------|-----------|-----------------------------|---------------------|-------------------|-------------------|--------------------------------|-----------------------------------------------------|--------------------|
|                         | General                 |           | General Obligation Bonds(3) |                     |                   |                   |                                |                                                     |                    |
|                         | Obligation<br>Bonds(1)  | Leases(2) | Water<br>Bonds              | Wastewater<br>Bonds | Electric<br>Bonds | Capital<br>Leases |                                |                                                     |                    |
| 2013                    | \$ 15,758,484           | \$ -      | \$ 6,764,750                | \$ 20,076,104       | \$ 6,114,792      | \$ 67,430         | \$ 48,781,560                  | 7.50%                                               | \$ 2,852           |
| 2014                    | 18,457,598              | -         | 7,394,349                   | 19,289,433          | 5,852,615         | 212,707           | 51,206,702                     | 7.76%                                               | 2,945              |
| 2015                    | 17,787,190              | -         | 10,688,607                  | 18,479,818          | 5,509,370         | 150,658           | 52,615,643                     | 7.48%                                               | 2,980              |
| 2016                    | 16,963,068              | -         | 10,042,032                  | 18,733,482          | 5,309,323         | 81,180            | 51,129,085                     | 7.28%                                               | 2,870              |
| 2017                    | 15,588,513              | -         | 9,382,689                   | 17,660,393          | 4,924,178         | 44,009            | 47,599,782                     | 6.44%                                               | 2,632              |
| 2018                    | 14,225,946              | -         | 8,663,316                   | 16,684,924          | 4,528,455         | -                 | 44,102,641                     | 5.59%                                               | 2,396              |
| 2019                    | 12,845,122              | -         | 8,173,959                   | 15,905,487          | 4,176,528         | -                 | 41,101,096                     | 4.98%                                               | 2,207              |
| 2020                    | 11,610,800              | -         | 7,791,073                   | 15,108,671          | 3,832,022         | -                 | 38,342,566                     | 4.37%                                               | 2,032              |
| 2021                    | 10,254,192              | -         | 7,164,655                   | 14,284,477          | 3,436,682         | -                 | 35,140,006                     | 3.67%                                               | 1,752              |
| 2022                    | 8,969,057               | 313,053   | 6,561,614                   | 13,480,760          | 3,060,452         | -                 | 32,384,936                     | 3.08%                                               | 1,542              |

Notes:

(1) Includes bond premiums

(2) Implementation of GASB 87, *Leases*, beginning in fiscal year June 30, 2022

(3) See Table 10

Source: Finance Department, Town of Culpeper, Virginia

**TOWN OF CULPEPER, VIRGINIA**

**Table 10**

**RATIOS OF GENERAL BONDED DEBT OUTSTANDING  
Last Ten Fiscal Years  
(Unaudited)**

| Fiscal Year June 30, | General<br>Bonded Debt<br>Outstanding | Percentage of<br>Actual Taxable<br>Value of<br>Property | General<br>Obligation Debt |
|----------------------|---------------------------------------|---------------------------------------------------------|----------------------------|
|                      | General<br>Obligation Bond            |                                                         | Per Capita                 |
| 2013                 | \$ 48,714,130                         | 3.17%                                                   | \$ 2,848                   |
| 2014                 | 50,993,995                            | 3.19%                                                   | 2,933                      |
| 2015                 | 52,464,985                            | 3.23%                                                   | 2,971                      |
| 2016                 | 51,047,905                            | 2.76%                                                   | 2,865                      |
| 2017                 | 47,555,773                            | 2.52%                                                   | 2,630                      |
| 2018                 | 44,102,641                            | 2.18%                                                   | 2,396                      |
| 2019                 | 41,101,096                            | 2.01%                                                   | 2,207                      |
| 2020                 | 38,342,566                            | 1.73%                                                   | 2,032                      |
| 2021                 | 35,140,006                            | 1.56%                                                   | 1,752                      |
| 2022                 | 32,071,883                            | 1.27%                                                   | 1,542                      |

Source: Finance Department, Town of Culpeper, Virginia

TOWN OF CULPEPER, VIRGINIA

Table 11

**LEGAL DEBT MARGIN INFORMATION**  
**Last Ten Fiscal Years**  
**(Unaudited)**

|                                                                             | Fiscal Year June 30, |                  |                  |                  |                  |                  |                  |                  |                  |                  |
|-----------------------------------------------------------------------------|----------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
|                                                                             | 2013                 | 2014             | 2015             | 2016             | 2017             | 2018             | 2019             | 2020             | 2021             | 2022             |
| Assessed value of real estate                                               | \$ 1,386,011,296     | \$ 1,437,284,802 | \$ 1,460,352,446 | \$ 1,675,039,198 | \$ 1,699,330,119 | \$ 1,830,517,673 | \$ 1,840,263,977 | \$ 2,000,848,181 | \$ 2,026,126,965 | \$ 2,280,654,814 |
| Debt limit (10% of assessed value)                                          | \$ 138,601,130       | \$ 143,728,480   | \$ 146,035,245   | \$ 167,503,920   | \$ 169,933,012   | \$ 183,051,767   | \$ 184,026,398   | \$ 200,084,818   | \$ 202,612,697   | \$ 228,065,481   |
| Less debt applicable to limit                                               |                      |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| General obligation bonds                                                    | (48,714,130)         | (50,993,995)     | (52,464,985)     | (51,047,905)     | (47,555,773)     | (44,102,641)     | (41,101,096)     | (38,342,566)     | (35,140,006)     | (32,071,883)     |
| Capital leases                                                              | (67,430)             | (212,707)        | (150,658)        | (81,180)         | (44,009)         | -                | -                | -                | -                | -                |
| Leases - GASB 87                                                            | -                    | -                | -                | -                | -                | -                | -                | -                | -                | (313,053)        |
| Legal debt margin                                                           | \$ 89,819,570        | \$ 92,521,778    | \$ 93,419,602    | \$ 116,374,835   | \$ 122,333,230   | \$ 138,949,126   | \$ 142,925,302   | \$ 161,742,252   | \$ 167,472,691   | \$ 195,680,545   |
| <b>Total debt applicable to the limit as a percentage of debt limit</b>     | <b>35.2%</b>         | <b>35.6%</b>     | <b>36.0%</b>     | <b>30.5%</b>     | <b>28.0%</b>     | <b>24.1%</b>     | <b>22.3%</b>     | <b>19.2%</b>     | <b>17.3%</b>     | <b>14.2%</b>     |
| <b>Total debt applicable to the limit as a percentage of assessed value</b> | <b>3.5%</b>          | <b>3.6%</b>      | <b>3.6%</b>      | <b>3.1%</b>      | <b>2.8%</b>      | <b>2.4%</b>      | <b>2.2%</b>      | <b>1.9%</b>      | <b>1.7%</b>      | <b>1.4%</b>      |
| Debt applicable to limit:                                                   |                      |                  |                  |                  |                  |                  |                  |                  |                  |                  |
| Allocated to General Fund                                                   | \$ 15,758,484        | \$ 18,457,598    | \$ 17,787,190    | \$ 16,963,068    | \$ 15,588,513    | \$ 14,225,946    | \$ 12,845,122    | \$ 11,610,800    | \$ 10,254,192    | \$ 9,282,110     |
| Allocated to Enterprise Funds                                               | 33,023,076           | 32,749,104       | 34,828,453       | 34,166,017       | 32,011,269       | 29,876,695       | 28,255,974       | 26,731,766       | 24,885,814       | 23,102,826       |
| Total                                                                       | \$ 48,781,560        | \$ 51,206,702    | \$ 52,615,643    | \$ 51,129,085    | \$ 47,599,782    | \$ 44,102,641    | \$ 41,101,096    | \$ 38,342,566    | \$ 35,140,006    | \$ 32,384,936    |

Source: Finance Department, Town of Culpeper, Virginia



**TOWN OF CULPEPER, VIRGINIA**

**Table 12**

**PLEDGED REVENUE COVERAGE  
Last Ten Fiscal Years  
(Unaudited)**

| Fiscal<br>Year | Operating<br>Revenue | Less:<br>Operating<br>Expenses <sup>(1)</sup> | Net<br>Available<br>Revenue | Debt Service <sup>(2)</sup> |              | Coverage |
|----------------|----------------------|-----------------------------------------------|-----------------------------|-----------------------------|--------------|----------|
|                |                      |                                               |                             | Principal                   | Interest     |          |
| 2013           | \$ 17,874,539        | \$ 15,233,615                                 | \$ 2,640,924                | \$ 1,430,259                | \$ 1,113,035 | 1.04     |
| 2014           | 18,653,465           | 16,993,104                                    | 1,660,361                   | 1,585,474                   | 1,187,744    | 0.60     |
| 2015           | 19,844,964           | 16,239,392                                    | 3,605,572                   | 1,689,567                   | 1,256,130    | 1.22     |
| 2016           | 20,144,959           | 15,740,931                                    | 4,404,028                   | 1,853,158                   | 1,222,552    | 1.43     |
| 2017           | 19,650,537           | 16,697,265                                    | 2,953,272                   | 2,033,903                   | 867,744      | 1.02     |
| 2018           | 20,530,203           | 16,141,044                                    | 4,389,159                   | 1,985,229                   | 1,102,319    | 1.42     |
| 2019           | 21,356,576           | 16,394,418                                    | 4,962,158                   | 1,471,964                   | 959,118      | 2.04     |
| 2020 (3)       | 21,243,810           | 17,815,759                                    | 3,428,051                   | 10,602,452                  | 860,406      | 0.30     |
| 2021           | 20,808,231           | 17,723,865                                    | 3,084,366                   | 1,697,195                   | 650,312      | 1.31     |
| 2022           | 22,074,795           | 19,241,023                                    | 2,833,772                   | 1,669,000                   | 702,688      | 1.19     |

All reported Town debt issues are General Obligation bonds. This Table data is provided to show the portion of debt service allocated to Enterprise Funds, and what the Revenue Coverage would be in the event the related debt had been issued as Enterprise Fund Revenue Bonds.

Notes:

- (1) Operating expenses do not include depreciation, interest, or amortization expenses.
- (2) Details regarding the Town's outstanding debt can be found in the Notes to Financial Statements.
- (3) Fiscal Year 2020 principal payments includes \$9,227,000 related to a refunding series.

Source: Finance Department, Town of Culpeper, Virginia

**TOWN OF CULPEPER, VIRGINIA**

**Table 13**

**DEMOGRAPHIC AND ECONOMIC STATISTICS  
Last Ten Calendar Years  
(Unaudited)**

| Fiscal Year<br>June 30, | Population | Cumulative<br>Town Personal<br>Income | Per Capita<br>Personal<br>Income | Median<br>Household<br>Income | Median<br>Age | School<br>Enrollment | Unemployment<br>Rate |
|-------------------------|------------|---------------------------------------|----------------------------------|-------------------------------|---------------|----------------------|----------------------|
| 2013                    | 17,106     | \$ 650,181,954                        | \$ 38,009                        | \$ 64,423                     | 38.4          | 4,610                | 5.50%                |
| 2014                    | 17,385     | 659,639,055                           | 37,943                           | 65,235                        | 38.5          | 3,935                | 5.80%                |
| 2015                    | 17,657     | 703,578,479                           | 39,847                           | 66,697                        | 38.8          | 3,755                | 5.00%                |
| 2016                    | 17,815     | 702,196,040                           | 39,416                           | 66,964                        | 39.0          | 3,775                | 3.70%                |
| 2017                    | 18,083     | 738,690,550                           | 40,850                           | 67,232                        | 39.4          | 3,776                | 3.60%                |
| 2018                    | 18,409     | 789,543,601                           | 42,889                           | 67,682                        | 39.2          | 3,929                | 3.00%                |
| 2019                    | 18,619     | 825,491,984                           | 44,336                           | 69,318                        | 39.2          | 4,065                | 2.30%                |
| 2020                    | 18,873     | 877,783,230                           | 46,510                           | 72,111                        | 39.3          | 4,147                | 6.00%                |
| 2021                    | 20,062     | 956,736,718                           | 47,689                           | 79,739                        | 39.4          | 4,236                | 3.70%                |
| 2022                    | 20,798     | 1,050,486,182                         | 50,509                           | 80,151                        | 39.8          | 4,456                | 2.70%                |

Sources: Virginia Employment Commission  
Weldon Cooper Center for Public Service  
Financial Reserve Bank of St. Louis Economic Research  
United States Census Bureau  
World Population Review

**TOWN OF CULPEPER, VIRGINIA**

**Table 14**

**PRINCIPAL EMPLOYERS  
Current Year and Nine Years Ago  
(Unaudited)**

| Employer                                                | 2022          |      |                                             | 2013          |      |                                             |
|---------------------------------------------------------|---------------|------|---------------------------------------------|---------------|------|---------------------------------------------|
|                                                         | Employees     | Rank | Percentage<br>of Total County<br>Employment | Employees     | Rank | Percentage<br>of Total County<br>Employment |
| Culpeper County School Board <sup>(1)</sup>             | 1000-2999     | 1    | 4.3%                                        | 1,200         | 1    | 7.9%                                        |
| UVA Culpeper Medical                                    | 500-999       | 2    | 2.9%                                        | 698           | 2    | 4.6%                                        |
| Culpeper County Government <sup>(1)</sup>               | 250-499       | 3    | 2.0%                                        | 506           | 3    | 3.3%                                        |
| Wal-Mart Stores                                         | 250-499       | 3    | 2.0%                                        | 506           | 3    | 3.3%                                        |
| Rappahannock Rapidian Community Services <sup>(1)</sup> | 200-349       | 5    | 1.3%                                        | -             | -    | -                                           |
| Masco Builder Cabinet Group                             | 200-349       | 5    | 1.3%                                        | 340           | 6    | 2.2%                                        |
| Continental Automotive Systems <sup>(2)</sup>           | 200-349       | 5    | 1.3%                                        | 236           | 7    | 1.5%                                        |
| S.W.I.F.T., Inc.                                        | 150-299       | 8    | 0.8%                                        | 200           | 9    | 1.3%                                        |
| Bingham and Taylor Corp                                 | 150-299       | 8    | 0.8%                                        | -             | -    | -                                           |
| Town of Culpeper                                        | 150-299       | 8    | 0.8%                                        | 171           | 11   | 1.1%                                        |
| Cintas Corporation                                      | 100-249       | 11   | 0.8%                                        | 220           | 8    | 1.4%                                        |
| Culpeper Heath & Rehabilitation Center                  | -             | -    | -                                           | 186           | 10   | 1.2%                                        |
| Virginia Department of Transportation <sup>(1)</sup>    | -             | -    | -                                           | 441           | 5    | 2.9%                                        |
|                                                         |               |      | <u>18.3%</u>                                |               |      | <u>30.7%</u>                                |
| Total County Employment                                 | <u>24,532</u> |      |                                             | <u>15,247</u> |      |                                             |

Notes:

(1) Also has locations in the County

(2) Located in County, just outside of Town limits

Source: 2013 Planning Department, Town of Culpeper  
County of Culpeper, 2013 Annual Comprehensive Financial Report  
2022 Virginia Employment Commission, Economic Information & Analytics, QCEW  
Bureau of Labor Statistics

**TOWN OF CULPEPER, VIRGINIA**

**Table 15**

**FULL-TIME EQUIVALENT TOWN GOVERNMENT EMPLOYEES BY FUNCTION / PROGRAMS**  
**Last Ten Fiscal Years**  
**(Unaudited)**

| Function/Program                             | Fiscal Year June 30, |            |              |            |              |            |            |              |            |               |
|----------------------------------------------|----------------------|------------|--------------|------------|--------------|------------|------------|--------------|------------|---------------|
|                                              | 2013                 | 2014       | 2015         | 2016       | 2017         | 2018       | 2019       | 2020         | 2021       | 2022          |
| General government administration            |                      |            |              |            |              |            |            |              |            |               |
| Management services (includes Council = 4.5) | 5                    | 5.5        | 5.5          | 5.5        | 5.5          | 5.5        | 5.5        | 5.5          | 5.5        | 5.5           |
| Finance and Human Resources                  | 11                   | 11         | 14           | 16         | 17           | 18         | 18         | 16           | 16         | 16            |
| Planning                                     | 5                    | 5          | 5            | 5          | 5            | 6          | 5          | 6            | 7          | 7             |
| Building maintenance                         | 4                    | 4          | 4            | 4          | 5            | 5          | 4          | 6            | 6          | 6             |
| Tourism and Visitors Center                  | 2.5                  | 2.5        | 2.5          | 3.5        | 4            | 4          | 4.5        | 4.5          | 4.5        | 5.125         |
| Culpeper Media                               | 2                    | 2          | 2            | 2          | 2            | 2          | 2          | 2            | 2          | 2             |
| Information Technology                       | 5                    | 6          | 6            | 7          | 6            | 6          | 7          | 4.5          | 5          | 7.525         |
| Town Clerk                                   | 2                    | 2          | 2            | 3          | 2            | 2.5        | 3          | 3            | 3          | 3             |
| Public safety:                               |                      |            |              |            |              |            |            |              |            |               |
| Officers                                     | 42                   | 42         | 42           | 40         | 42           | 43         | 46         | 46           | 46         | 46            |
| Civilians                                    | 8                    | 9          | 8            | 11         | 10           | 9          | 9          | 8            | 9          | 9             |
| Public works:                                |                      |            |              |            |              |            |            |              |            |               |
| Refuse collection                            | 4                    | 5          | 5            | 5          | 4            | 4          | 4          | 4            | 4          | 4             |
| Streets                                      | 15                   | 16         | 18           | 17         | 18           | 17         | 18         | 16           | 16         | 16            |
| Traffic engineering and motor pool           | 4                    | 4          | 4            | 4          | 4            | 4          | 4          | 4            | 4          | 6             |
| Parks and recreation                         |                      |            |              |            |              |            |            |              |            |               |
| Park                                         | 8                    | 8          | 5            | 5          | 5            | 5          | 5          | 4            | 4          | 4             |
| Cemetery                                     | 3                    | 3          | 1.5          | 2          | 2            | 2          | 3          | -            | -          | 1             |
| Water and wastewater operations              | 32                   | 34         | 34           | 33         | 34           | 35         | 37         | 36           | 37         | 37            |
| Electric operations                          | 19                   | 18         | 17           | 16         | 17           | 17         | 17         | 16           | 16         | 16            |
| <b>Total</b>                                 | <b>171.5</b>         | <b>177</b> | <b>175.5</b> | <b>179</b> | <b>182.5</b> | <b>185</b> | <b>192</b> | <b>181.5</b> | <b>185</b> | <b>191.15</b> |

Source: Finance Department, Town of Culpeper, Virginia

**TOWN OF CULPEPER, VIRGINIA**

**Table 16**

**OPERATING INDICATORS BY FUNCTION / PROGRAMS**  
**Last Ten Fiscal Years**  
**(Unaudited)**

| Function/Program                            | Fiscal Year June 30, |           |           |           |           |           |           |           |           |           |
|---------------------------------------------|----------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|                                             | 2013                 | 2014      | 2015      | 2016      | 2017      | 2018      | 2019      | 2020      | 2021      | 2022      |
| Public safety:                              |                      |           |           |           |           |           |           |           |           |           |
| Traffic violations                          | 2,755                | 2,246     | 2,075     | 2,013     | 3,110     | 2,482     | 2,765     | 1,716     | 1,538     | 1,994     |
| Parking violations                          | 1,876                | 1,226     | 1,342     | 1,838     | 1,496     | 1,636     | 2,262     | 963       | 779       | 1,387     |
| Arrests                                     | 1,389                | 1,346     | 1,330     | 1,266     | 1,167     | 1,205     | 1,151     | 1,107     | 1,049     | 1,292     |
| Total crimes                                | 1,871                | 1,542     | 1,680     | 1,742     | 1,681     | 1,801     | 1,587     | 1,542     | 1,465     | 1,954     |
| Public works                                |                      |           |           |           |           |           |           |           |           |           |
| Street paving - crack sealant in pounds     | 4,740                | 136       | 693       | -         | -         | 129       | -         | -         | -         | -         |
| Street paving - milling in sq. yds.         | 1,011                | 10,384    | 14,691    | -         | 30,388    | 5,678     | 57,835    | 42,489    | 43,438    | 44,972    |
| Street paving - bituminous concrete in tons | 2,884                | 1,858     | 1,814     | -         | 4,503     | 2,482     | 9,392     | 5,865     | 4,681     | 5,324     |
| Recycling - cardboard in pounds             | 73,020               | 69,540    | 57,640    | 59,240    | 49,367    | -         | -         | -         | -         | -         |
| Water operations                            |                      |           |           |           |           |           |           |           |           |           |
| Number of service connections               | 6,651                | 6,931     | 6,930     | 7,093     | 7,103     | 7,352     | 7,504     | 7,588     | 7,676     | 7,742     |
| Average daily water produced in gallons     | 1,700,000            | 1,900,000 | 2,070,638 | 2,011,007 | 2,060,000 | 2,080,000 | 2,000,000 | 2,024,658 | 2,109,589 | 2,000,000 |
| Maximum daily capacity of plant in gallons  | 4,000,000            | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 | 4,000,000 |
| Maximum daily capacity of wells in gallons  | -                    | -         | 918,000   | 918,000   | 918,000   | 1,900,000 | 1,900,000 | 1,900,000 | 1,900,000 | 1,900,000 |
| Wastewater operations                       |                      |           |           |           |           |           |           |           |           |           |
| Number of service connections               | 6,382                | 6,662     | 6,667     | 6,823     | 6,849     | 7,024     | 7,178     | 7,256     | 7,315     | 7,349     |
| Average daily flow in gallons               | 3,700,000            | 3,400,000 | 2,880,000 | 3,160,000 | 2,900,000 | 2,900,000 | 3,810,000 | 3,057,534 | 3,558,904 | 2,900,000 |
| Maximum daily capacity of plant in gallons  | 6,000,000            | 6,000,000 | 6,000,000 | 6,000,000 | 6,000,000 | 6,000,000 | 6,000,000 | 6,000,000 | 6,000,000 | 6,000,000 |
| Electric operations                         |                      |           |           |           |           |           |           |           |           |           |
| Number of service connections               | 5,087                | 5,214     | 5,323     | 5,357     | 5,408     | 5,481     | 5,606     | 5,694     | 5,780     | 5,831     |
| Average monthly consumption in kilowatt hrs | 1,628                | 1,615     | 1,574     | 1,540     | 1,597     | 1,569     | 1,541     | 1,502     | 1,466     | 1,529     |
| Highest system peak demand in megawatts     | 25.56                | 26.37     | 27.47     | 27.58     | 27.58     | 26.20     | 27.20     | 27.84     | 27.41     | 27.84     |

Source: Internal data from various departments, Town of Culpeper, Virginia

**TOWN OF CULPEPER, VIRGINIA**

**Table 17**

**CAPITAL ASSET STATISTICS BY FUNCTION**  
**Last Ten Fiscal Years**  
**(Unaudited)**

| Function/Program                   | Fiscal Year June 30, |       |       |       |       |       |       |       |       |       |
|------------------------------------|----------------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
|                                    | 2013                 | 2014  | 2015  | 2016  | 2017  | 2018  | 2019  | 2020  | 2021  | 2022  |
| Public safety:                     |                      |       |       |       |       |       |       |       |       |       |
| Stations                           | 1                    | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     |
| Number of patrol units             | 33                   | 36    | 36    | 36    | 36    | 37    | 46    | 46    | 56    | 57    |
| Public works:                      |                      |       |       |       |       |       |       |       |       |       |
| Streets (miles)                    | 66                   | 66    | 66    | 66    | 67    | 68    | 68    | 70    | 71    | 76    |
| Street and yard lights             | 1,109                | 1,054 | 1,054 | 1,054 | 1,054 | 1,172 | 1,175 | 1,105 | 1,115 | 1,168 |
| Traffic signals                    | 20                   | 20    | 19    | 19    | 19    | 17    | 17    | 17    | 17    | 17    |
| Water operations:                  |                      |       |       |       |       |       |       |       |       |       |
| Miles of water main                | 100.0                | 101.4 | 102.6 | 104.0 | 104.7 | 106.0 | 106.0 | 107.0 | 107.3 | 108.4 |
| Number of fire hydrants            | 737                  | 740   | 713   | 725   | 734   | 750   | 750   | 761   | 763   | 769   |
| Number of treatment plants         | 1                    | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     |
| Number of wells                    | -                    | -     | 3     | 3     | 3     | 6     | 6     | 6     | 6     | 6     |
| Wastewater operations:             |                      |       |       |       |       |       |       |       |       |       |
| Miles of sanitary sewer            | 96.0                 | 95.5  | 95.5  | 96.8  | 97.6  | 98.0  | 98.0  | 99.0  | 99.3  | 100.3 |
| Miles of storm sewer               | 30.0                 | 30.5  | 30.5  | 30.5  | 32.0  | 32.2  | 32.2  | 33.3  | 33.7  | 34.5  |
| Number of treatment plants         | 1                    | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     |
| Number of pumping stations         | 9                    | 9     | 10    | 11    | 11    | 12    | 11    | 11    | 11    | 11    |
| Electric operations:               |                      |       |       |       |       |       |       |       |       |       |
| Miles of overhead lines            | 27.7                 | 27.7  | 27.7  | 27.7  | 27.9  | 32.2  | 32.2  | 32.2  | 32.2  | 32.2  |
| Miles of underground lines         | 42.9                 | 44.1  | 44.5  | 44.5  | 46.7  | 134.3 | 136.4 | 137.8 | 139.7 | 140.8 |
| Number of sub-stations (115kV)     | 1                    | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     |
| Number of delivery points (34.5kV) | -                    | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     | 1     |

Source: Internal data from various departments, Town of Culpeper, Virginia

## **COMPLIANCE SECTION**

# TOWN OF CULPEPER, VIRGINIA

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS Year Ended June 30, 2022

| Federal Grantor/ Pass - Through Grantor/<br>Program Title (Pass - Through Grantor's Number) / Cluster Title | Federal<br>Assistance<br>Listing Number | Pass-through<br>Entity Identifying<br>Number                                    | Provided to<br>Subrecipients | Total<br>Federal<br>Expenditures |
|-------------------------------------------------------------------------------------------------------------|-----------------------------------------|---------------------------------------------------------------------------------|------------------------------|----------------------------------|
| DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT                                                                 |                                         |                                                                                 |                              |                                  |
| Pass-through Payments:                                                                                      |                                         |                                                                                 |                              |                                  |
| Virginia Department of Housing<br>Community Development Block Grants                                        | 14.228                                  | Not Provided                                                                    | \$ -                         | \$ 767,791                       |
| <b>Total Department of Housing and Urban Development</b>                                                    |                                         |                                                                                 |                              | <b>767,791</b>                   |
| DEPARTMENT OF JUSTICE:                                                                                      |                                         |                                                                                 |                              |                                  |
| Pass-through Payments:                                                                                      |                                         |                                                                                 |                              |                                  |
| Virginia Department of Criminal Justice Services<br>Edward Byrne Memorial Justice Assistance Grant Program  | 16.738                                  | Not Provided                                                                    | -                            | 31,529                           |
| <b>Total Department of Justice</b>                                                                          |                                         |                                                                                 |                              | <b>31,529</b>                    |
| DEPARTMENT OF TRANSPORTATION:                                                                               |                                         |                                                                                 |                              |                                  |
| Highway Planning and Construction Cluster:                                                                  |                                         |                                                                                 |                              |                                  |
| Pass-through Payment:                                                                                       |                                         |                                                                                 |                              |                                  |
| Virginia Department of Transportation:                                                                      |                                         |                                                                                 |                              |                                  |
| Highway Planning and Construction Cluster                                                                   | 20.205                                  | U000-204-176, UPC #109573, 18-0321.001 - UPC #111394, 18-0321.001 - UPC #111395 | -                            | 200,541                          |
| <b>Total Highway Planning and Construction Cluster</b>                                                      |                                         |                                                                                 |                              | <b>200,541</b>                   |
| Highway Safety Cluster:                                                                                     |                                         |                                                                                 |                              |                                  |
| Pass-through Payment:                                                                                       |                                         |                                                                                 |                              |                                  |
| Virginia Department of Motor Vehicles:                                                                      |                                         |                                                                                 |                              |                                  |
| State and Community Highway Safety                                                                          | 20.600                                  | 509311-9311 / 59315-9315 / 50399-20399 / 50396-20396                            | -                            | 2,618                            |
| <b>Total Highway Safety Cluster</b>                                                                         |                                         |                                                                                 |                              | <b>2,618</b>                     |
| <b>Total Department of Transportation</b>                                                                   |                                         |                                                                                 |                              | <b>203,159</b>                   |
| DEPARTMENT OF THE TREASURY:                                                                                 |                                         |                                                                                 |                              |                                  |
| Pass-through Payments:                                                                                      |                                         |                                                                                 |                              |                                  |
| County of Culpeper:                                                                                         |                                         |                                                                                 |                              |                                  |
| COVID-19: Coronavirus Relief Fund                                                                           | 21.019                                  | Not Provided                                                                    | -                            | 1,895                            |
| Commonwealth of Virginia:                                                                                   |                                         |                                                                                 |                              |                                  |
| COVID-19: Coronavirus State and Local Fiscal Recovery Funds                                                 | 21.027                                  | Not Provided                                                                    | -                            | 5,518,592                        |
| Virginia Department of Housing and Community Development:                                                   |                                         |                                                                                 |                              |                                  |
| COVID-19: Coronavirus State and Local Fiscal Recovery Funds                                                 | 21.027                                  | Not Provided                                                                    | -                            | 26,088                           |
| <b>Total Department of the Treasury</b>                                                                     |                                         |                                                                                 |                              | <b>5,546,575</b>                 |
| DEPARTMENT OF HOMELAND SECURITY                                                                             |                                         |                                                                                 |                              |                                  |
| Direct payment:                                                                                             |                                         |                                                                                 |                              |                                  |
| COVID-19: Disaster Grants - Public Assistance                                                               | 97.036                                  |                                                                                 | -                            | 36,489                           |
| <b>Total Department of Homeland Security</b>                                                                |                                         |                                                                                 |                              | <b>36,489</b>                    |
| <b>Total Expenditures of Federal Awards</b>                                                                 |                                         |                                                                                 |                              | <b>\$ 6,585,543</b>              |



## TOWN OF CULPEPER, VIRGINIA

### NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS Year Ended June 30, 2022

---

#### **Note 1. Basis of Presentation**

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the Federal award activity of the Town of Culpeper, Virginia (Town) under programs of the Federal government for the year ended June 30, 2022. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Town, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Town.

*Federal Financial Assistance* – The Single Audit Act Amendments of 1996 (Public Law 104-156) and Uniform Guidance define Federal financial assistance as grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations or other assistance. Nonmonetary deferral assistance including food commodities is considered federal assistance and, therefore, is reported on the Schedule. Federal financial assistance does not include direct federal cash assistance to individuals.

*Direct Payments* – Assistance received directly from the Federal government is classified as direct payments on the Schedule.

*Pass-through Payments* – Assistance received in a pass-through relationship from entities other than the Federal government is classified as pass-through payments on the Schedule of Expenditures of Federal Awards.

*Major Programs* – Major programs for the Town and its component units were determined using a risk-based approach in accordance with Uniform Guidance.

*Cluster of Programs* – Closely related programs that share common compliance requirements are grouped into clusters of programs. A cluster of programs is considered as one Federal program for determining major programs. The following are the clusters administered by the Town and its component units: Highway Planning and Construction and Highway Safety.

#### **Note 2. Summary of Significant Accounting Policies**

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance wherein certain types of expenditures are not allowable or are limited as to reimbursement.

#### **Note 3. Indirect Cost Rate**

The Town has elected to not use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.



**INDEPENDENT AUDITOR'S REPORT ON  
INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

To the Honorable Members of Town Council  
Town of Culpeper, Virginia

We have audited, in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the *Specifications for Audits of Counties, Cities, and Towns* issued by the Auditor of Public Accounts of the Commonwealth of Virginia, the financial statements of the governmental activities, the business-type activities, each major fund, the discretely presented component unit, the remaining fund information, and the budgetary comparison of the General Fund information of the Town of Culpeper, Virginia (the Town), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated November 14, 2022.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility a material misstatement of the Town's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a deficiency in internal control, described in the accompanying schedule of finding and questioned costs as item 2022-001 that we consider to be a material weakness.

## **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Town's Response to Findings**

*Government Auditing Standards* require the auditor to perform limited procedures on the Town's response to the finding identified in our audit and described in the accompanying Schedule of Finding and Response. The Town's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*PBMares, LLP*

Harrisonburg, Virginia  
November 14, 2022



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE  
FOR THE MAJOR FEDERAL PROGRAM AND  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY THE UNIFORM GUIDANCE**

To the Honorable Members of Town Council  
Town of Culpeper, Virginia

**Report on Compliance for the Major Federal Program**

***Opinion on the Major Federal Program***

We have audited the Town of Culpeper, Virginia's (Town) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on the Town's major federal program for the year ended June 30, 2022. The Town's major federal program is identified in the summary of auditor's results section of the accompanying Schedule of Finding and Response.

In our opinion, the Town complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on the Town's major federal program for the year ended June 30, 2022.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of the Town's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Town's federal programs.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Town's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Town's compliance with the requirements of the federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Town's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Town's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control over Compliance**

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*PBMares, LLP*

Harrisonburg, Virginia  
November 14, 2022

## SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended June 30, 2022

## Section I. SUMMARY OF AUDITOR'S RESULTS

*Financial Statements*

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

Material weaknesses identified?

  √   Yes

       No

Significant deficiencies identified?

       Yes

  √   None Reported

Noncompliance material to financial statements noted?

       Yes

  √   No

*Federal Awards*

Internal control over major federal program:

Material weaknesses identified?

       Yes

  √   No

Significant deficiencies identified?

       Yes

  √   None Reported

Type of auditor's report issued on compliance for major federal program: Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)?

       Yes

  √   No

Identification of major federal program:

Federal Assistance Listing

Number

Name of Federal Program or Cluster

21.027

COVID-19: Coronavirus State and Local Fiscal Recovery Funds

14.228

Community Development Block Grants

Dollar threshold used to distinguish between type A and type B programs

\$750,000

Auditee qualified as low-risk auditee?

       Yes

  √   No

**SCHEDULE OF FINDING AND QUESTIONED COSTS**  
**Year Ended June 30, 2022**

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**Section II. FINANCIAL STATEMENT FINDING**

**A. Material Weakness in Internal Control**

**2022-001: Material Weakness Due to Material Audit Adjustment**

Criteria: The year-end financial statements obtained from the Town to be audited should be final and free of material misstatements.

Condition: Upon auditing capital assets, we identified material audit entries related to beginning accumulated depreciation that resulted in a restatement.

Cause: Capital assets placed in service in previous years were being depreciated over the incorrect life.

Effect: The financial statements have been corrected to include the identified audit adjustment and restatement. The necessary entries were material to the financial statements, and were included as adjustments in order to more accurately represent the Town's financial position. Failure to record the material items noted above is a departure from GAAP.

Recommendation: We recommend the Town continue to be diligent in reviewing lives of capital assets.

Views of Responsible Official: The Town agrees with this finding.

**Section III. FEDERAL AWARDS FINDING AND QUESTIONED COSTS**

None.





# TOWN OF CULPEPER

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Director of Finance/Town Treasurer  
Howard A. Kartel, CPA, MGT

## CORRECTIVE ACTION PLAN Year Ended June 30, 2022

### Identifying Number: 2022-001: Material Weakness Due to Material Audit Adjustments

Finding: Upon auditing capital assets, the auditors identified material audit entries related to beginning accumulated depreciation that resulted in a restatement.

The Town agrees with this finding.

Corrective Action Taken: The Town of Culpeper has reviewed all capital assets to ensure accumulated depreciation has been calculated correctly through June 30, 2022. Using the straight-line depreciation method, we have re-calculated the accumulated depreciation on each asset vs the useful life, date placed in service and the remaining periods for said assets. This will be an area of focus for assets placed in service in future years to ensure that depreciation is properly calculated each year.

Name of Contact Person: Howard A. Kartel, CPA, MGT  
Director of Finance / Town Treasurer  
(540)829-8220  
[hkartel@culpeperva.gov](mailto:hkartel@culpeperva.gov)

Projected Completion Date: November 14, 2022

## **TOWN OF CULPEPER, VIRGINIA**

### **SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**

**Year Ended June 30, 2022**

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The prior year single audit disclosed no findings in the Schedule of Finding and Questioned Costs and no uncorrected or unresolved findings exist from prior audit's Summary Schedule of Prior Audit Findings.