

***TOWN OF BROOKLINE, MASSACHUSETTS***

***REPORT ON EXAMINATION OF  
BASIC FINANCIAL STATEMENTS***

***YEAR ENDED JUNE 30, 2018***

TOWN OF BROOKLINE, MASSACHUSETTS

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# TOWN of BROOKLINE

## *Massachusetts*

### SELECT BOARD

NEIL A. WISHINSKY, Chairman  
BENJAMIN J. FRANCO  
NANCY S. HELLER  
BERNARD W. GREENE  
HEATHER A. HAMILTON

MELVIN A. KLECKNER  
Town Administrator

333 WASHINGTON STREET  
BROOKLINE, MASSACHUSETTS 02445  
TEL. (617) 730-2200

FAX: (617) 730-2054  
[www.BrooklineMA.gov](http://www.BrooklineMA.gov)

### *Letter of Transmittal*

To the Honorable Members of the Select Board and Citizens of the Town of Brookline:

State and Federal regulations require the Town of Brookline to publish at the end of each fiscal year a complete set of financial statements in conformity with Generally Accepted Accounting Principles (GAAP) that are audited in accordance with Generally Accepted Auditing Standards (GAAS) by a firm of licensed certified public accountants. Pursuant to that requirement, we hereby issue the Annual Report on the Examination of the Basic Financial Statements of the Town of Brookline, Massachusetts, for the fiscal year ending June 30, 2018, for your review.

This report consists of management's representations concerning the finances of the Town of Brookline. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the Town of Brookline has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the Town of Brookline's financial statements in conformity with GAAP. As the cost of internal controls should not outweigh their benefits, the Town of Brookline's comprehensive framework of internal controls has been designed to provide reasonable assurance in accordance with best practices that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The Town of Brookline's financial statements have been audited by Powers & Sullivan, LLC, a licensed certified public accounting firm. The goal of the independent audit is to provide reasonable assurance that the financial statements of the Town of Brookline for the fiscal year ended June 30, 2018, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor rendered an unmodified opinion that the Town of Brookline's financial statements for the fiscal year ended June 30, 2018, are fairly presented in conformity with GAAP. The Independent Auditor's Report is presented as the first component of the financial section of this report.

The independent audit of the financial statements of the Town of Brookline was part of a broader, federally mandated "Single Audit" designed to meet the particular needs of federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the financial statements, but also on the audited government's internal controls and compliance with legal

requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards. These reports are available in the Town of Brookline's separately issued Reports on Federal Award Programs, also known as the Single Audit Report.

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 of Brookline's MD&A can be found immediately following the Report of the Independent Auditors.

## **Profile of the Government**

The Town of Brookline was settled in 1630 and incorporated as a town in 1705. It is located in Norfolk County and borders Boston to the east, north and south, and Newton to the west. It is approximately 6.6 square miles in area and, according to the 2010 federal census, has a population of 58,732 persons.

## **Municipal Services**

The Town provides educational and governmental services within its boundaries including:

- public education in grades pre-kindergarten through 12 to more than 7,500 students
- police and fire protection, building inspection and animal control services
- highway and roadway maintenance, including snow and ice control and traffic control
- street and sidewalk maintenance
- water and sewer services
- refuse collection/disposal and recycling services
- parks and recreational services, including a golf course and a swimming pool
- library services (one main and two branch libraries)
- senior citizen services and programs, including a Senior Center facility
- public health services, including food outlet inspections, immunizations, and mental health
- veterans services and youth and human services

## **Governing Bodies and Officers**

The Town operates under a Select Board/Representative Town Meeting form of government. The Select Board is an elected five-member chief executive body responsible for establishing overall policy leadership and direction. Local legislative decisions are made by a Representative Town Meeting consisting of 248 members. A Town Moderator is elected every three years to preside over the proceedings of Town Meeting. Day-to-day administrative authority is vested in the Town Administrator, who is appointed by the Select Board. The Town Administrator is the chief operating officer and is responsible for the supervision and the administration of all departments except for the School Department, Library, and Town Clerk's Office.

A nine person elected School Committee is responsible for establishing policy for all local school affairs. The Superintendent of Schools is the chief operating officer for the Brookline Public Schools and is responsible for the supervision and administration of public education. There is also a nine member elected Board of Library Trustees. A three person Board of Assessors, who are appointed by the Select Board, are responsible for the assessment of local property taxes. A five member Retirement Board services employees and retirees in all departments, except professional employees of the School Department who are covered by the Massachusetts Teachers Retirement System, for retirement matters and consists of an ex-officio member, two members elected by active and retired members of the Retirement System, one member appointed by the Select Board and a fifth member chosen by the other four Board members. The Retirement Board is one of 105 retirement boards in the Commonwealth which oversees a uniform benefit system and rules, promulgated by the state for municipal employees.

A seven member Retiree Health Committee is responsible for the investment of Other Postemployment Benefits (OPEB's) assets. The Committee is made up of the Retirement Board plus two additional members appointed by the Select Board.

There are a number of other citizen boards and commissions that play a key role in Town affairs, and contribute to the active and engaged citizenry, including the Planning Board, Park and Recreation Commission, Building Commission, Transportation Board, Preservation Commission, and Conservation Commission. The Advisory Committee, which is appointed by the Town Moderator, reviews and makes recommendations on all matters to be considered by Town Meeting. In that capacity, it serves as the Town's finance committee.

### **Audit Committee**

The Audit Committee consists of six members. The Select Board, the Advisory Committee and the School Committee each appoint one member and the Town Moderator appoints three members. Current voting members include Bernard Greene (Select Board Appointee and Chair), Lee Selwyn (Advisory Committee), Susan Wolf Ditkoff (School Committee), James Littleton, Gregory Grobstein and Peter Finnerty (Moderator's Appointees). In addition to the six voting members, the Director of Finance (Jeana Franconi), the Comptroller (Michael DiPietro), the Superintendent of Schools or his/her designee (Mary Ellen Dunn), and the Town Administrator or his/her designee (Melissa Goff) serve as nonvoting members of the Committee. The Audit Committee serves in an advisory role to the Select Board with respect to the Town's financial condition, financial management systems and controls, and the annual audit. In addition, the Committee reports to Town Meeting as the Committee sees fit on matters within the scope of Town Meeting's concerns. Specific duties shall include, but are not limited to, the following:

"make recommendations to the Select Board on the selection of and scope of services for an independent auditor; review the annual financial statements and reports prepared by the independent auditor and make recommendations with respect thereto; make recommendations for areas of operations where expanded scope audits or reviews of the internal controls may be appropriate; review and make recommendations with respect to the Town's financial management practices and controls; and report to the annual Town Meeting on the recommendations the Committee has made during the preceding twelve months".

### **Financial and Management Practices**

The Town annually prepares and updates a five-year Financial Forecast, a six-year Capital Improvement Program (CIP), and an annual Operating Budget. These documents are presented in the Annual Financial Plan, which is produced by the Town Administrator's Office in conjunction with the Finance Department, and reviewed by the Select Board and Advisory (Finance) Committee. Both the Operating Budget and the first year of the CIP are submitted to Town Meeting for adoption as the annual budget. The Select Board has formally adopted financial policies that guide the preparation of the Annual Financial Plan and can be found in the Appendix of the Financial Plan or online in the "Budget Central" section of the Town's website (BrooklineMA.gov). These policies were established in the mid-1990's and have been reviewed and modified accordingly over the years, most recently by Fiscal Policy Review Committees in both 2004 and 2011.

The five-year Financial Forecast, submitted in December of each year, is a review of economic trends on a local and national basis. It analyzes major municipal fund expenditure projections based upon service program assumptions and develops revenue estimates based on economic conditions and prior trends. The forecast projects department budgets based on various scenarios of key revenue sources (e.g., State Aid) and expenditure categories (e.g., health insurance, collective bargaining). These scenarios guide both the Select Board and Town Administrator in the preparation of the ensuing fiscal year's budget.

The six-year CIP, preliminarily submitted in November of each year and presented along with the Financial Forecast in December, comprehensively identifies municipal infrastructure and improvement needs by detailing each project, including cost, potential source(s) of funding, priority need, impact on the operating budget, and ongoing capital maintenance costs. Guided by the Town's formal policy, the CIP dedicates 6% of the prior year's net revenue, plus free cash to the extent possible to reach a total funding level of 7.5% of the prior year net revenue. The annual plan allows decision makers and voters the opportunity to regularly analyze and decide upon - project funding. After inclusion in the Town Administrator's financial plan, the proposed CIP is reviewed by the Select Board, the Planning Board and the Advisory Committee. Then, as part of the budget article at the Annual Town Meeting, projects contained in the first year of the CIP are recommended for funding.

The annual Operating Budget, submitted in February of each year as part of the Annual Financial Plan, follows a program management format that details sources and uses recommendations for all major funds; departmental missions, goals, objectives and annual work plans; and performance measurement and financial management criteria for each budget cycle. The financial plan has again been recognized by the GFOA for excellence in budget presentation. The budget maintains consistency with the Select Board's financial management standards and policies. The budget funding sources include the General Fund, comprised of revenues including property tax, auto, meals, and hotel taxes, user fee receipts, State Aid, investment income and miscellaneous program income; enterprise funds for the water and sewer operation and the golf course; and the Recreation Revolving Fund. The enterprise funds are intended to be self-supporting through user-based charges.

**Principal Executive Officers**

<u>Office</u>	<u>Name</u>	<u>Term</u>	<u>Term Exp.</u>
Town Administrator	Melvin A. Kleckner	Appointed - 3 years	2019
Superintendent of Schools	Andrew Bott	Appointed - 3 year	2019
Deputy Town Administrator	Melissa Goff	Appointed - 1 year	2019
Assistant Town Administrator	Justin Casanova-Davis	Appointed – 1 year	2019
Finance Director and Treasurer	Jeana A. Franconi	Appointed - 1 year	2019
Town Comptroller	Michael F. DiPietro	Appointed - 1 year	2019
Town Clerk	Patrick J. Ward	Elected - 3 years	2018
Town Counsel	Joslin Ham-Murphy	Appointed - 3 years	2018

**Tax Base/Local Economy**

Brookline is bordered by the City of Boston. It has both urban and suburban features and is characterized by comparatively high property values. Approximately 78% of general fund revenues are financed by the annual tax on property. The remaining revenues come from locally derived receipts (approximately 9%), State Aid (approximately 8%), transfers from other non-general funds (approximately 3%), and Free Cash (approximately 2%).

Residential properties comprise approximately 89% of the full and fair value of the property in Brookline and they are responsible for 82% of the taxes. The Town has been adopting the tax classification authorization that permits it to set dual tax rates. The current tax rates are:

Residential	\$ 9.46 per thousand of property value
Commercial	\$ 15.72 per thousand of property value

A combination of significant new development and a healthy real estate market has contributed to a steadily growing tax base. The tax base (current market valuation of \$21.6 billion) has increased more than 42% over the past decade, reflecting strong development and real estate appreciation. The Town's tax base is the fifth largest in Massachusetts. Building permit fee activity continues at a strong pace, having averaged \$2.6 million annually over the last five years. Per capita housing market value of approximately \$250,000 is also among the highest in

the state, as is the per capita personal income level, which is \$65,085 according to the 2011 MA DOR Income Per Capita Report.

### **Long-term Financial Planning**

The Town continues to manage its financial affairs in a prudent manner. Throughout all of the changes in the economy resulting in increases in expenses and decreased State Aid, the Town has maintained its Aaa bond rating. It has done so by incorporating long-range planning tools such as the five-year Financial Forecast and the six-year CIP; establishing rainy day accounts and budgeting stabilization reserves; prioritizing spending plans and identifying operating efficiencies; developing long-term planning for all liabilities including pension and other post-retirement benefits (OPEBs); investing in technology to make operations more efficient; and growing the tax base in a manner that balances neighborhood concerns with the need for additional revenues.

Brookline has also enhanced its revenue flexibility by utilizing enterprise funds for certain operations. This allows the Town to charge 100% of operating costs and capital improvements to the users of certain services so that no tax support goes toward providing these services. This includes the water/sewer and municipal golf course operations. By doing so, the Town is able to provide the maximum tax dollars available to all other services. Cost recovery efforts have also been increased in the recreation area, with the Recreation Revolving Fund picking up more of the costs of their programs. This has allowed for reductions in the Recreation Department's General Fund budget.

### **The Annual Financial Plan**

Property taxes comprise approximately three-quarters of the Town's General Fund revenue. The Town continues to levy the maximum allowable level of property taxes under Proposition 2 ½, leaving little "Excess Capacity". "New Growth" (property tax growth from new construction, renovations, etc.) has augmented the annual 2.5% growth in the levy, playing a large role in the Town's ability to maintain service levels. Over the past five years, New Growth has averaged \$2.0 million per year, allowing for an additional 1% growth in the largest revenue source of the Town.

Two revenue streams that impact the budget significantly are State Aid and Local Receipts. In FY 2003 and FY 2004, State Aid was cut by close to \$3 million. In FY 2010, it was cut \$3.1 million and then by another \$700,000 in FY 2011 and \$413,000 in FY 2012. Between FY 2003 – FY 2012, State Aid realized a cut of 29%, even before accounting for inflation. In FY 2013, the Town received a significant \$2 million increase in State Chapter 70 (education aid) funding, which helped the schools cover the above-mentioned cost pressures resulting from enrollment growth and SPED. This was the most significant increase in State Aid since FY 2001, when it increased \$1.3 million. Another large increase (\$1.4 million) in Chapter 70 aid was realized in FY 2015. In addition, the State increased statewide "Circuit Breaker" funding in both FY 2013 and FY 2014, an account that reimburses school districts for certain special education costs. This yielded additional revenue directly for the school budget. The current fiscal climate at the State and Federal levels is uncertain. Therefore, the Town will continue to plan conservatively for State Aid. Any decreases in State Aid will hinder the Town's ability to provide the current level of services it offers.

Local Receipts, which consist of sources such as motor vehicle excise, refuse fees, building permits, interest income, parking tickets, and meals and hotel/motel excise taxes, make up approximately 10% of the Town's annual revenue. Over the past decade, the Town has increased certain local receipts in order to replace revenue lost from State Aid cuts, thereby increasing reliance on local revenues to cover the increasing cost of providing services. Examples include increases in the refuse fee, fines for parking violations, and parking meter fees. The Town continues to review all current and potential sources of revenue. Along with many other communities in Massachusetts, Brookline adopted three new local options designed to raise local revenues. The first was the adoption of a 0.75% meals excise tax. The second was an amendment to the Local Room Occupancy tax, increasing the local option excise tax from 4% to 6%. Both these local options became effective on October 1,

2009, and the Town began receiving the additional revenue in December, 2009. Most recently, the Town has adopted the local option to impose a sales tax of up to 3% on local sales of marijuana products by licensed marijuana retailers operating within the community. Recreational sales are an unknown market, and the Town plans on conservatively budgeting this new revenue stream within the next year or two.

Free Cash continues to be used according to the Town's Free Cash Policy, which states that this volatile source of revenue shall be used for reserves, fund balance protection, capital projects, and augmenting employee-benefit funds (e.g., pensions, OPEB's). In FY 2018, the \$10.8 million of certified Free Cash was used for capital projects (\$6.1 million), fund balance protection (\$2.5 million left unappropriated), reserves (\$819,000), and affordable housing (\$577,000).

Over the past decade, a number of cost centers have placed significant pressures on the operating budget, including health insurance, pensions, utilities, special education, and school enrollment. These cost pressures have made maintaining the level and quality of services the Town delivers difficult.

The ability to provide reasonable wages and benefits to municipal employees within the structural gap that Proposition 2½ creates is a challenge. In addition to normal step increases and general wage increases, collective bargaining with municipal employee unions also involves costly benefits such as sick leave, vacation leave, longevity payments and specialty pay for nighttime assignments or hazardous duty. Bargaining with public safety unions that results in impasse, move to a state controlled process under the Joint Labor Management Committee (JLMC). While the JLMC attempts to resolve disputes through mediation, they maintain the ability to engage in an arbitration process through a "neutral" party. In recent experience, the arbitration process has tended to favor labor in the past. The Town supports reform of the JLMC process that would compel the parties to work out their differences at the bargaining table like all other municipal unions.

Double-digit growth in health insurance premiums were the norm for much of the period from 2004 - 2010, consuming approximately one-third of all new property tax revenue during that time. This line-item increased from \$12 million in FY 2003 to \$24 million in FY 2010. Effective July 1, 2010 (FY 2011), the Town and its unions agreed to enter into the Group Insurance Commission (GIC), the state agency that provides life, health, disability and dental and vision services to more than 300,000 state employees, retirees and their dependents. This action enabled the Town to reduce its group health budget from what was expected to be \$25.8 million to \$20.2 million, a savings of \$5.6 million. It also reduced premium withholdings for employees from 25% to 17%. Adding to the success story, since moving to the GIC, annual premium increases have been well below the levels realized prior to the move: 4.4% in FY 2012, 2.2% in FY 2013, 3.5% increase in FY 2014, a 1.5% increase in FY 2015 and 6.9% in FY16.

Health insurance is provided during the working life of employees and in their retirement. The annual cost of group healthcare insurance referred to in the preceding paragraph represents the premiums paid for a particular year for both working and retired employees and eligible dependents. The accompanying basic financial statements, prepared in accordance with GAAP, reflect additions, costs, liabilities and disclosures related to the healthcare obligation the Town has to its working and retired employees and their dependents, and the anticipated costs the Town will incur in the future for its working employees in their retirement years. Financial accounting and disclosure for healthcare provided to employees in retirement is established by GAAP for Other Postemployment Benefits, (OPEB), and the Town has developed an OPEB funding plan which increased the appropriation annually by \$250,000. In addition, \$600,000 of Free Cash was appropriated in FY2018 to further support this appropriation.

Increases in the Town's contribution to the Retirement System have averaged more than \$1 million per year over the past five years. As a result of the world-wide economic down-turn, government retirement systems experienced significant investment losses in both calendar year 2008 and 2011. Knowing that the calendar year 2008 losses would require the Town to dramatically increase the FY 2012 appropriation, the Town took steps to offset the anticipated budget impact by ramping up to the higher appropriation over a three-year period. This

strategy was successful in moderating the budgetary impact in FY 2012. The Town also experienced investment losses in calendar year 2011, although not as dramatic as in 2008. In addition, the Town authorized an increase in the COLA ceiling from \$12,000 per retiree to \$13,000 per retiree. Combined, these two actions required a large increase in the Town's pension contribution for FY 2015. In response, the Town approved additional funding in FY 2013 to offset the increase in the following year. The FY 2015 pension appropriation was increased by \$200,000 above the amount required per the funding schedule and \$500,000 from Free Cash was appropriated into the pension fund, both measures were taken with an eye toward paying down the unfunded liability more rapidly. Lastly, \$300,000 of Free Cash was appropriated in FY2018 to further support this appropriation.

The most recent actuarial valuation for the year ending January 1, 2018, included the following changes to the financial assumptions:

- the anticipated rate of return on investments was reduced from 7.40% to 7.20%
- the annual appropriation increase was un-changed at 7.85%
- the estimate date of full funding of the unfunded liability was un-changed remaining at FY 2030

During the first decade of the 21<sup>st</sup> century, utility expenses skyrocketed: the prices of electricity and vehicle fuel more than tripled, natural gas more than doubled, and heating oil increased more than fivefold. As a result, the Town's utility expenditures doubled from \$2.6 million in FY 2000 to \$5.2 million in FY 2009. Over the past few years, the price of electricity and natural gas have moderated somewhat and the Town took advantage of that by competitively procuring new contracts at more favorable rates. In an effort to reduce the consumption of energy, the Town has invested in energy efficiency programs and technologies through its CIP, funding from the Green Communities Division of the Department of Energy Resources and programs with local utilities. Lastly, the Town continues to replace aging vehicles with hybrids or other fuel-efficient vehicles and is nearing completion of the conversion of its streetlights with energy efficient LED's.

Special education (SPED) and enrollment growth continue to place stress on the School budget. SPED has been growing by approximately \$700,000 per year and now consumes approximately 25% of the School budget. Enrollment in the elementary schools has resulted in cost pressures not only in the School's operating budget, but also on the CIP, as numerous school facility projects are being planned (see the CIP section below).

Our K-12 student population has grown by 28.6% since FY 2006 from 5,766 students to 7,412. The district's K-8 enrollment increased by 40.3% during the last 10 years, growing by 1,570 students. While the increase in size of Brookline's kindergarten enrollment has driven the growth, these larger elementary grades will soon begin to enter the high school. Brookline High School has grown 4.1% in the last ten years, with a five-year growth of 12.7%. In the past five years, student enrollment at the high school has increased from 1,726 students to 1,946. Currently, grades Kindergarten through 4th average 651 students this year, while grades 8-12 are still averaging only 490 students. We project there will be more than 2,400 students attending Brookline High School in grades 9-12 by the school year 2020-2021.

In order to create the classroom space necessary to accommodate this enrollment level, both larger-scale renovation projects and smaller-scale space conversion projects have been undertaken. A total of 55 classrooms were added through the use of an "Expand-in-Place" strategy since 2008 including but not limited to:

- Six classrooms built at Heath School;
- Four classrooms built at Lawrence School;
- Two modular classrooms added at Baker School;
- Eleven Brookline Early Education Program (BEEP) classes moved out of K-8 buildings into leased Commercial space;
- Four classrooms in leased commercial space for Pierce;
- One brand new school will be built at Devotion to add 12 classrooms;

- Buffer zones were expanded to maintain class size at desired levels.

In response to these pressures, the Select Board appointed an Override Study Committee (OSC) in August 2013 to further study these matters and determine whether the Town should seek a tax referendum to fund these extraordinary expenses. The Override Study Committee (OSC) presented their findings to the Select Board in September 2015. The OSC recommended both a Tax Override for operating purposes and a Debt Exclusion for capital purposes. In March 2015, the Select Board voted to place two Questions on the May 5, 2015 Annual Town Election ballot seeking an override of the Proposition 2½ tax levy limit. The first question sought to permanently increase the Town's tax levy limit by \$7.6M in order to fund the costs associated with increasing school enrollment. The second question was for a Debt Exclusion to fund a portion of the costs necessary to replace/expand the Devotion School. Both questions were passed successfully by the Town's electorate. The OSC also identified \$560,000 worth of municipal "efficiencies" and \$2.3 million worth of non-property tax revenue that could be pursued and used as budget capacity to support the School Department's needs in the next few years. FY 2019 represents the first year following the prior 3-year Override plan. Faced with continued growth in Brookline's school aged population and other budgetary demands, the Select Board established a new Override Study Committee (OSC). As a result of the Committee's work the Board sought another override of \$6,575,425 in the Spring of 2018 intended to cover fiscal years 2019-21. A Debt Exclusion for the High School expansion was also on the ballot. Both questions passed successfully, however, the Select Board committed to establishing a Brookline Fiscal Advisory Committee to focus on the general fiscal health of the community, strategies to eliminate the structural deficit, and a review of fiscal policies and principles.

### **The Capital Improvement Program (CIP)**

Through the CIP process, the Town of Brookline has identified \$296.5 million in capital improvements needed over the next six years. Large components of this total include the following:

- The Brookline High School Expansion project, which includes constructing an academic building on the site of 111 Cypress Street and constructing a STEM wing at the main building.
- The Select Board and School Committee approved moving forward with expanding the Baldwin School, expanding and renovating the Driscoll School, and renovating and possibly expanding the Pierce School. Funding for these projects will be reliant on debt exclusion votes.
- Rehabilitation of streets and sidewalks (\$23.6 million). The 2008 Override included additional funding for streets and sidewalks, proof of the Town's and taxpayers' commitment to maintaining its infrastructure. State funding via the Chapter 90 program is expected to fund \$5.7 million of this work.
- Upgrades and rehabilitation of various parks/playgrounds/open spaces (\$21.7 million).
- Fire station renovations, construction of a fleet maintenance facility, and fire apparatus (\$3.9million).
- The Village Square project in the Brookline Village / Route 9 area (\$9.1 million). The Town anticipates receiving a significant grant through the State Transportation Improvement Program (STIP) and funding the balance of the project by utilizing Community Development Block Grant (CDBG) funds and outside sources related to the 2 Brookline Place redevelopment.
- Upgrade and maintenance of our waste water system (\$3 million), which will be borne by the water and sewer rates rather than the tax levy.

### **Other Postemployment Benefits**

The Town of Brookline is legally and contractually obligated to pay retiree healthcare costs of past, present and future Town / School retirees who have worked a minimum of 10 years for the Town. At June 30, 2016, the bi-annual actuarial analysis projected a liability of \$310 million with an unfunded liability of approximately \$280 million. At June 30, 2018, the Town had a balance of approximately \$46 million of assets in a fiduciary-managed trust fund that is designed to be the source of funding to satisfy the obligation. GAAP requires that the unfunded liability be recognized in the basic financial statements. Although there is currently no legal requirement to make

annual payments, GASB 43 requires that an actuarial analysis be completed on a bi-annual basis. In the event that a community does not appropriate sufficient funds to reach a full funding schedule as identified in the analysis, that unappropriated amount must be included as a liability. The Town has adopted a policy to phase up to the annual required contribution (ARC) for a 30-year full funding schedule. Once the ARC is achieved, the Town plans to increase the annual appropriation to reduce and eliminate this temporary liability.

The Town established an Other Post-Employment Benefits (OPEB) Taskforce to address this challenge. It made several recommendations to the Select Board, which, if implemented, would significantly reduce the OPEB liability. In addition, the Committee made several recommendations regarding the development of a long-term funding strategy over a 30 year period. The Town has adopted some of the funding recommendations, including an annual and escalating appropriation in the Financial Plan. The current strategy increases the annual funding commitment each year until the Town reaches the annual funding requirement (ARC). In the remaining years, annual contributions will exceed the ARC, so that the Town reaches full funding by approximately FY 2048.

In addition, the Town continues to allocate retiree healthcare costs to all enterprise, revolving, grant, and special funds of the Town and to some of the School Department's non-general funds. This plan could result in increased fees charged to the users. Finally, the Town will have the opportunity to determine whether it should use the budgetary capacity currently allocated to the unfunded pension liability when that obligation is fully funded in 2030. In the area of cost containment, the Town and Unions reached an agreement to enter the State's Government Insurance Commission (GIC) to provide medical insurance coverage for current working and retired employees and their eligible dependents, which significantly reduced the OPEB liability because of their lower premiums. The Town will continue to explore strategies to reduce health care costs and/or redistribute the cost sharing and risk.

### **Cash Management Policies and Practices**

The Town of Brookline issues property tax bills four times a year and derives approximately 78% of its annual revenue from this source. These quarterly billings result in a reasonably steady cash flow throughout the year. Every effort is made to put any reserve funds to work. This has become more challenging of late due to continuing changes in the rate of return for most traditional investment vehicles. Nevertheless, the Town's investment policy remains conservative with particular attention to the constraints of safety and liquidity while attempting to secure the highest yield available with those constraints.

On a daily basis, the Treasurer automatically transfers excess funds out of all depository accounts into a sweep account (repurchase agreement) with the same depository bank. Frequently, depending on the level of receipts, money is transferred into the Town account that offers the highest yield.

Finally, a significant portion of the Town's non-expendable trust funds are currently managed by professional and nationally recognized investment management firms. Each of these funds has a distinct purpose and, therefore, the mix of holdings in cash, fixed income securities, and equities will vary by fund. The amount of annual income desired and the timing of disbursements generally govern the mix. Cash and investments at June 30, 2018 were approximately \$161 million for the funds maintained by the Town's Treasurer.

## **Risk Management**

The Town of Brookline manages its risk through a combination of self-insured programs and premium based coverage with commercial insurance carriers. Workers' compensation, unemployment and municipal building activities are self-insured while exposures to various risks of loss related to torts, theft of, damage to and destruction of assets, errors and omissions, and natural disasters are covered through policies purchased from commercial carriers. Various loss control techniques, including employee accident prevention training, have been performed to minimize accident-related losses.

Workers' compensation claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations that are deposited into a dedicated trust fund. Third-party coverage is maintained for individual workers' compensation claims in excess of \$800,000. In addition, the Town administers an insurance reserve fund to help offset the annual cost of its risk management program. Additional information on the Town of Brookline's risk management activity can be found in the notes to the financial statements.

## **Initiatives**

### Performance Measurements

The Town seeks to build on the foundation developed in FY 2017 by implementing Strategic Organizational Performance Management Goals with defined measures and outcomes. At an organizational level, multi-disciplinary departmental goals and objectives can be combined to provide specific and quantifiable outcomes as defined by the Town. To that end, the Town will be coordinating multiple Town departments to develop several over-arching focus areas with emphasis on Public Health, Public Safety, the environment and e-Government. Several working groups have been established to better define each program area along with the required goals, outcomes and information needed to best present the performance and progress to date. We will look to integrate the findings of the ongoing National Citizen Survey (NCS) that the Town has been participating in over the last several years with this work.

### Cyber-Vigilance

The Town continues to invest and evaluate Cyber intrusion and data breach readiness and mitigation practices and was recently awarded two grants from the Commonwealth related to Cyber Security Awareness and a Cyber Security Incident Response Planning. Both initiatives are complementary to existing Cyber Security compliance activities including PCI audits and website penetration and exploit evaluations. The Town provides continual education to employees and also phishing exercises to serve as both an educational component and assessment of potential vulnerabilities.

### Accounts Receivable

The Town recently implemented a new accounts receivable system. All real estate, personal property, motor vehicle excise, refuse and water bills are created/tracked in the same system. All bill types have a new look and real estate bills include instructions on how residents can donate to the Town's new Taxation Aid Fund to assist elderly and disabled residents pay their tax bills. Efficiencies have also been made in the collections process.

**Acknowledgements**

The preparation of this report would not have been possible without the efficient and dedicated services of the entire staff of the Town Administrator’s Office and the Finance Department. We would like to express our appreciation to all the members of the department who assisted and contributed to the preparation of this report. Credit should also be given to the Board of Selectmen for their unfailing support for maintaining the highest standards of professionalism in the management of the Town of Brookline’s finances.

Respectfully submitted,



Melvin A. Kleckner  
Town Administrator



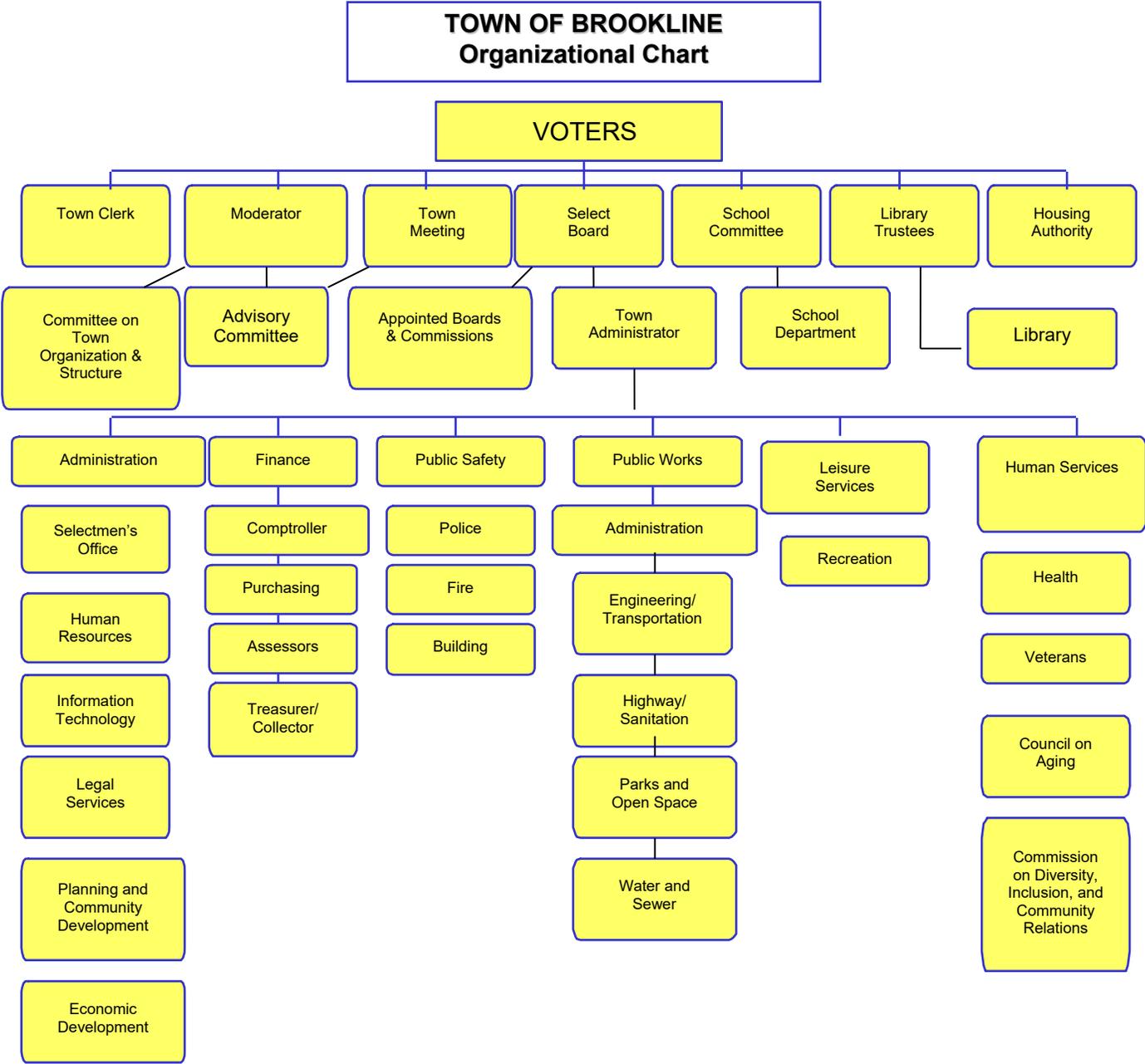
Michael F. DiPietro  
Town Comptroller



Jeana A. Franconi  
Finance Director/Treasurer

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# Organizational Charts



## BOARDS/COMMISSIONS APPOINTED BY THE SELECT BOARD

Planning/ Development	Administration and Finance	Public Works	Cultural/ Leisure Services	Human Services
Board of Appeals	Board of Assessors	Conservation Commission	Broadband Monitoring Committee	Advisory Council on Public Health
Board of Examiners	Human Resources Board	Solid Waste Advisory Committee	Brookline Interactive Group	Commission for the Disabled
Building Commission	Registrars of Voters	Transportation Board	Celebrations Committee	Commission for Women
Economic Development Advisory Board	Retirement Board	Tree Planting Committee	Brookline Commission for the Arts	Council on Aging
Housing Advisory Board	Information Technology	Trustees of Walnut Hills Cemetery	Park and Recreation Commission	Holocaust Memorial Committee
Planning Board	Audit Committee			Commission on Diversity, Inclusion, and Community Relations
Preservation Commission				



100 Quannapowitt Parkway  
Suite 101  
Wakefield, MA 01880  
T. 781-914-1700  
F. 781-914-1701  
[www.powersandsullivan.com](http://www.powersandsullivan.com)

## Independent Auditor's Report

To the Honorable Select Board  
Town of Brookline, Massachusetts

## Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Brookline, Massachusetts as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Town of Brookline, Massachusetts' basic financial statements as listed in the table of contents.

## Management's Responsibility for the Financial Statements

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

## Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

## Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Brookline, Massachusetts, as of June 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

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

## **Other Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Brookline, Massachusetts' basic financial statements. The letter of transmittal and organizational charts are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The letters of transmittal and organizational charts have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated December 6, 2018, on our consideration of the Town of Brookline, Massachusetts' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is 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 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 the Town of Brookline's internal control over financial reporting and compliance.

*Powers + Sullivan, LLC*

December 6, 2018

***Management's Discussion and Analysis***

## ***Management's Discussion and Analysis***

As management of the Town of Brookline, Massachusetts, we offer readers of the Town of Brookline's financial statements this narrative overview and analysis of the financial activities of the Town of Brookline for the year ended June 30, 2018. The Town complies with financial reporting requirements issued by the Governmental Accounting Standards Board (GASB). Management's discussion and analysis are part of these requirements.

The Governmental Accounting Standards Board (GASB) is the authoritative standards setting body that provides guidance on how to prepare financial statements in conformity with generally accepted accounting principles (GAAP). Users of these financial statements (such as investors and rating agencies) rely on the GASB to establish consistent reporting standards for all governments in the United States. This consistent application is the only way users (including citizens, the media, legislators and others) can assess the financial condition of one government compared to others.

Governments must adhere to GASB pronouncements in order to issue their financial statements in conformity with GAAP. The users of financial statements also rely on the independent auditor's opinion. The Town of Brookline has received an unmodified opinion on its financial statements.

### ***Overview of the Financial Statements***

This discussion and analysis are intended to serve as an introduction to the Town of Brookline's basic financial statements. These 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 other supplementary information in addition to the basic financial statements themselves.

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

The *statement of net position* presents information on the Town's assets and deferred outflows of resources, and deferred inflows of resources and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The *statement of activities* presents information showing how the Town's net position changed during the most recent 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 periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities include general government, public safety, education, public works, human services, community and economic development, leisure services, and interest. The business-type activities include water, sewer, and golf activities.

The government-wide financial statements include not only the Town of Brookline itself (known as the *primary government*), but also a legally separate public employee retirement system for which the Town of Brookline is financially accountable. Financial information for this *component unit* is reported separately within the fiduciary fund statements.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary 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 statements focus on *near-term inflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the 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 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 of Brookline adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with this budget.

**Proprietary funds.** The Town maintains two types of 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, sewer, and golf activities.

*Internal service funds* are an accounting device used to accumulate and allocate costs internally among various functions. The Town uses internal service funds to account for workers' compensation benefits, unemployment and municipal building insurance. Because these services predominately benefit governmental rather than business-type functions, they have been included within *governmental activities* in the government-wide financial statements.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for propriety funds.

**Notes to the basic financial statements.** The notes 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, this report also presents certain *required supplementary information* concerning the progress in funding its obligation to provide postemployment benefits to its employees.

The Town GASB Statement #75, *Accounting and Financial Reporting for Postemployment Benefits*. As a result, the net postemployment liability was recognized, beginning balances were revised and additional footnote disclosures and required supplementary information were added to the report. See Note 12 for more information.

## Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. As shown below, governmental liabilities and deferred inflows exceeded assets and deferred outflows which results in a deficit unrestricted net position of \$157.6 million at the close of 2018.

For the governmental activities, net position of \$207.0 million reflect the Town's investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that is still outstanding. The Town uses these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the investment in its capital assets is reported net of its related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. \$26.9 million represents resources that are subject to external restrictions on expenditures. The balance of unrestricted net position has a year-end deficit of \$391.5 million which includes a \$249.4 million liability for postemployment benefits, and a \$208.7 million liability related to the net pension liability. Without these liabilities, the Town would have a positive unrestricted net position of \$66.6 million. Please see note 11 for more information on the net pension liability and note 12 for more information on the postemployment benefits liability.

### Governmental Activities Net Position

At the end of the current year, the Town is able to report positive balances in two out of three categories of net position. The Town's liabilities and deferred inflows exceeded its assets and deferred outflows resulting in a deficit in unrestricted fund balance of \$157.6 million at the close of 2018.

	2018	2017
<b>Assets:</b>		
Current assets.....	\$ 129,848,204	\$ 124,779,917
Noncurrent assets (excluding capital).....	1,630,000	2,167,000
Capital assets, non depreciable.....	97,436,433	44,047,114
Capital assets, net of accumulated depreciation.....	<u>254,711,895</u>	<u>236,372,360</u>
<b>Total assets.....</b>	<b><u>483,626,532</u></b>	<b><u>407,366,391</u></b>
<b>Deferred outflows of resources.....</b>	<b>17,910,762</b>	<b>19,906,769</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	25,521,346	25,581,177
Noncurrent liabilities (excluding debt).....	463,338,633	289,597,839
Current debt.....	29,205,480	9,535,255
Noncurrent debt.....	<u>128,366,780</u>	<u>93,039,598</u>
<b>Total liabilities.....</b>	<b><u>646,432,239</u></b>	<b><u>417,753,869</u></b>
<b>Deferred inflows of resources.....</b>	<b>12,663,942</b>	<b>100,640</b>
<b>Net position:</b>		
Net investment in capital assets.....	207,015,786	193,975,583
Restricted.....	26,885,512	31,362,407
Unrestricted.....	<u>(391,460,185)</u>	<u>(215,919,339)</u>
<b>Total net position.....</b>	<b><u>\$ (157,558,887)</u></b>	<b><u>\$ 9,418,651</u></b>

The Town's governmental net position increased by \$8.3 million 2018. Key elements of the change are as follows:

	<u>2018</u>	<u>2017</u>
<b>Program Revenues:</b>		
Charges for services..... \$	36,965,791	\$ 34,681,381
Operating grants and contributions.....	50,316,933	48,634,419
Capital grants and contributions.....	15,550,619	6,415,347
<b>General Revenues:</b>		
Real estate and personal property taxes, net of tax refunds payable.....	209,913,240	204,533,206
Motor vehicle and other excise taxes.....	6,693,143	6,261,438
Hotel/motel tax.....	2,110,505	1,755,279
Meals tax.....	1,200,334	1,149,091
Penalties and interest on taxes.....	644,554	632,437
Payments in lieu of taxes.....	1,090,649	1,407,085
Grants and contributions not restricted to specific programs.....	6,844,394	6,257,249
Unrestricted investment income.....	1,193,380	1,099,583
Gain (loss) on sale of capital assets.....	2,500	9,000
Miscellaneous.....	962,499	939,185
<b>Total revenues.....</b>	<b><u>333,488,541</u></b>	<b><u>313,774,700</u></b>
<b>Expenses:</b>		
General government.....	25,165,030	23,548,341
Public safety.....	66,640,675	66,872,852
Education.....	186,169,072	180,646,344
Public works.....	27,567,147	27,798,173
Community and economic development.....	1,797,210	1,593,708
Human services.....	5,613,172	5,186,766
Leisure services.....	11,117,633	10,654,805
Interest.....	3,461,224	2,347,336
<b>Total expenses.....</b>	<b><u>327,531,163</u></b>	<b><u>318,648,325</u></b>
<b>Excess (Deficiency) before transfers.....</b>	<b>5,957,378</b>	<b>(4,873,625)</b>
<b>Transfers.....</b>	<b><u>2,363,716</u></b>	<b><u>2,141,887</u></b>
<b>Change in net position.....</b>	<b>8,321,094</b>	<b>(2,731,738)</b>
<b>Net position, beginning of year (as revised).....</b>	<b><u>(165,879,981)</u></b>	<b><u>12,150,389</u></b>
<b>Net position, end of year..... \$</b>	<b><u><u>(157,558,887)</u></u></b>	<b><u><u>9,418,651</u></u></b>

The increase in net position is due to several factors.

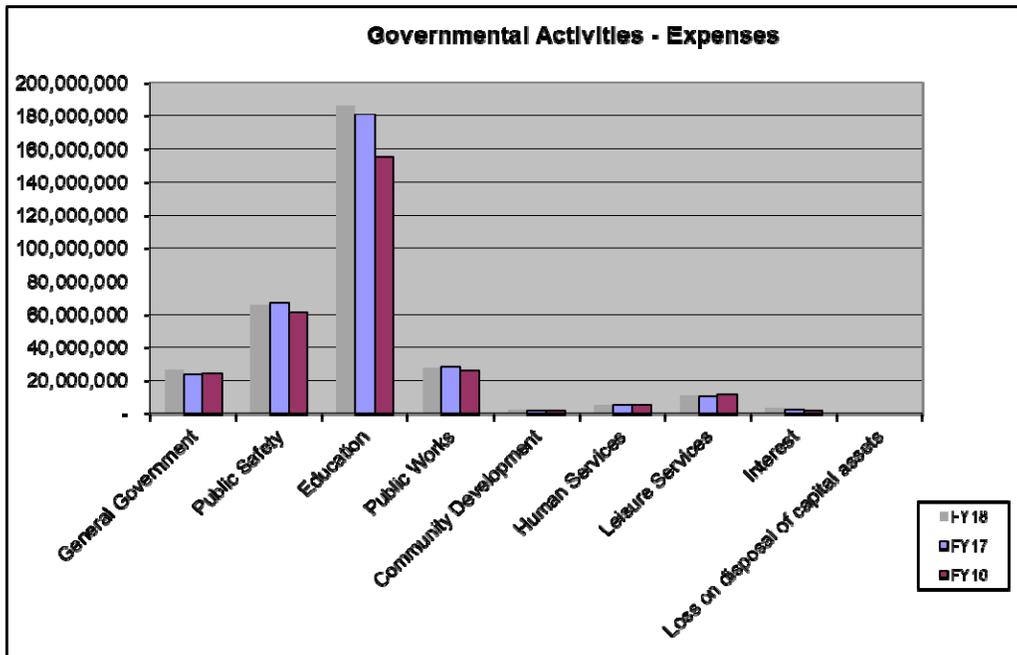
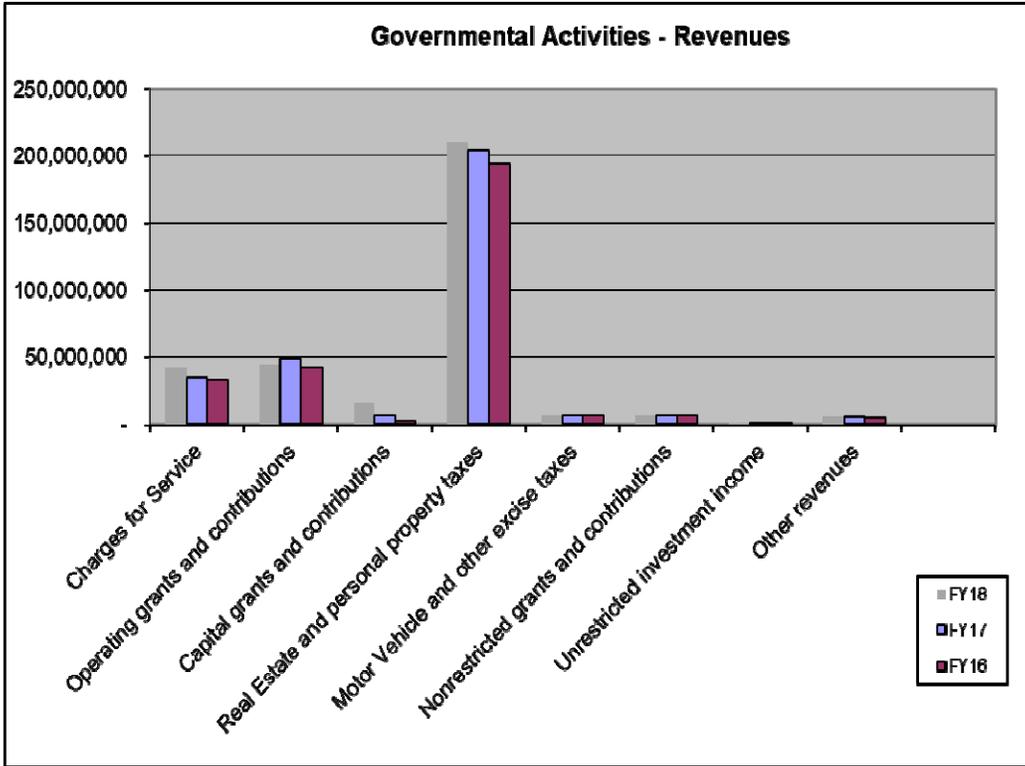
Reducing net position was a \$9.0 million increase in the Postemployment benefits accrual; the fact that depreciation expense exceeded principal payments on long-term debt by \$6.7 million, an increase in the liability related to tax refunds payable of \$1.2 million, the timing of the receipt of grant revenues versus the expenditure of such funds, and a decrease in net deferred outflows/inflows related to pensions and OPEB of \$14.6 million.

Increasing net position were capital grants of \$14.6 million related to the MSBA reimbursement of various school construction projects and \$960 thousand related to Chapter 90 grant allocations, a decrease in the net pension liability of \$6.4 million, as well as the Town's ability to fund approximately \$9.6 million of capital additions from current revenues.

The governmental expenses totaled \$327.5 million of which \$102.8 million (31.4%) was directly supported by program revenues consisting of charges for services, operating grants and contributions and capital grants.

General revenues totaled \$230.7 million, primarily coming from property taxes, motor vehicle and other excise, and non-restricted state aid.

The following tables show the functional sources and uses of 2018 revenues and expenses.



## ***Financial Analysis of the Government's Funds***

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

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

As of the end of the current year, governmental funds reported combined ending fund balances of \$74.1 million which is comprised of \$35.7 million in the general fund, \$6.5 million in the Devotion School renovation fund, \$11.4 million in the capital articles fund, and \$20.4 million in the nonmajor funds.

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$24.7 million, while total fund balance was \$35.7 million. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 8.7% of total general fund expenditures, while total fund balance represents 12.6% of that same amount. A good range for unassigned fund balance is 5-10% of total general fund expenditures of which the Town consistently falls within.

Fund balance of the General Fund increased by \$2.0 million during 2018. This is primarily due to a budgetary surplus of \$3.1 million offset by an increase in the liability for tax refunds payable of \$1.2 million as a result of new telecom and electric company cases being filed.

The Devotion School Renovation Fund is used to account for financial resources for the renovation of the Devotion School building. At the end of the current year, this fund has a fund balance of \$6.5 million. This is primarily the result of the timing of bond proceeds and MSBA reimbursements being issued and received and the expenditure of such funds. In 2018, \$53.4 million was spent on the project.

The Capital Article Fund is used to account for various revenue financed capital projects. At the end of the current year the fund has a fund balance of \$11.4 million.

The Chapter 90 Highway fund is used to account for financial resources for the construction, reconstruction, and improvements to roadways, streets, and sidewalks. The Chapter 90 revenues and expenditures equaled during 2018. As a result the fund has a zero fund balance at year end.

### **General Fund Budgetary Highlights**

There was a \$95,000 increase between the original and final budget. This change represents appropriation the net increases/decreases to various budgetary line items. The Town has elected to carry forward encumbrances and appropriations totaling \$2.5 million.

**Business-type Activities.**

Key elements of the business-type activities are as follows:

	2018 Water & Sewer Activities	2017 Water & Sewer Activities
<b>Assets:</b>		
Current assets.....	\$ 16,032,966	\$ 15,134,468
Capital assets, net of accumulated depreciation.....	<u>57,453,197</u>	<u>58,052,053</u>
<b>Total assets.....</b>	<b><u>73,486,163</u></b>	<b><u>73,186,521</u></b>
<b>Deferred outflows of resources.....</b>	<b>366,356</b>	<b>416,397</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	384,517	337,892
Noncurrent liabilities (excluding debt).....	9,446,561	6,272,795
Current debt.....	1,498,869	1,766,644
Noncurrent debt.....	<u>4,507,709</u>	<u>5,346,578</u>
<b>Total liabilities.....</b>	<b><u>15,837,656</u></b>	<b><u>13,723,909</u></b>
<b>Deferred inflows of resources.....</b>	<b>258,983</b>	<b>2,105</b>
<b>Net position:</b>		
Net investment in capital assets.....	55,400,923	54,650,879
Unrestricted.....	<u>2,354,957</u>	<u>5,226,025</u>
<b>Total net position.....</b>	<b><u>\$ 57,755,880</u></b>	<b><u>\$ 59,876,904</u></b>
	2018 Water & Sewer Activities	2017 Water & Sewer Activities
<b>Program Revenues:</b>		
Charges for services.....	\$ 28,706,172	\$ 28,990,613
<b>General Revenues:</b>		
Unrestricted investment income.....	<u>5,662</u>	<u>5,773</u>
<b>Total revenues.....</b>	<b><u>28,711,834</u></b>	<b><u>28,996,386</u></b>
<b>Expenses:</b>		
Water and sewer.....	<u>25,385,496</u>	<u>25,300,632</u>
<b>Excess (Deficiency) before transfers.....</b>	<b>3,326,338</b>	<b>3,695,754</b>
<b>Transfers.....</b>	<b><u>(2,233,725)</u></b>	<b><u>(2,009,789)</u></b>
<b>Change in net position.....</b>	<b>1,092,613</b>	<b>1,685,965</b>
<b>Net position, beginning of year (as revised).....</b>	<b><u>56,663,267</u></b>	<b><u>58,190,939</u></b>
<b>Net position, end of year.....</b>	<b><u>\$ 57,755,880</u></b>	<b><u>\$ 59,876,904</u></b>

The water and sewer enterprise net position increased by \$1.1 million during the current year. This was primarily attributable to the funds ability to set rates to cover operations offset by a transfer to the general fund for indirect charges, and an increase in the water and sewer accrual related to unbilled receivables of \$250 thousand.

	2018 Golf Course Activities	2017 Golf Course Activities
<b>Assets:</b>		
Current assets.....	\$ 362,697	\$ 293,905
Capital assets, net of accumulated depreciation.....	2,871,045	3,159,457
<b>Total assets.....</b>	<b>3,233,742</b>	<b>3,453,362</b>
<b>Deferred outflows of resources.....</b>	<b>25,620</b>	<b>30,787</b>
<b>Liabilities:</b>		
Current liabilities (excluding debt).....	148,708	140,650
Noncurrent liabilities (excluding debt).....	785,682	871,609
Current debt.....	95,000	110,000
Noncurrent debt.....	1,140,000	1,235,000
<b>Total liabilities.....</b>	<b>2,169,390</b>	<b>2,357,259</b>
<b>Deferred inflows of resources.....</b>	<b>16,623</b>	<b>156</b>
<b>Net position:</b>		
Net investment in capital assets.....	1,636,045	1,814,301
Unrestricted.....	(562,696)	(687,567)
<b>Total net position.....</b>	<b>\$ 1,073,349</b>	<b>\$ 1,126,734</b>
	2018 Golf Course Activities	2017 Golf Course Activities
<b>Program Revenues:</b>		
Charges for services.....	\$ 1,565,388	\$ 1,459,877
<b>General Revenues:</b>		
Unrestricted investment income.....	3,163	824
<b>Total revenues.....</b>	<b>1,568,551</b>	<b>1,460,701</b>
<b>Expenses:</b>		
Golf course.....	<b>1,495,568</b>	<b>1,359,357</b>
<b>Excess (Deficiency) before transfers.....</b>	<b>72,983</b>	<b>101,344</b>
<b>Transfers.....</b>	<b>(129,991)</b>	<b>(132,098)</b>
<b>Change in net position.....</b>	<b>(57,008)</b>	<b>(30,754)</b>
<b>Net position, beginning of year (as revised).....</b>	<b>1,130,357</b>	<b>1,157,488</b>
<b>Net position, end of year.....</b>	<b>\$ 1,073,349</b>	<b>\$ 1,126,734</b>

The golf enterprise net position decreased by \$57.0 thousand during the current year. The decrease is primarily the result of an increase in interest expense related to borrowings for golf course improvements, an increase in payroll and various supplies costs.

## ***Capital Planning and Budgeting***

Capital planning and budgeting is a critical undertaking for any government and is central to the delivery of essential services and the quality of life for residents. In fact, without a sound plan for long-term investment in infrastructure and equipment, the ability of local government to accomplish its goals is greatly hampered. In 1994, as part of the override discussion that year, the Board of Selectmen implemented a Financial Improvement Program. A key area addressed in the Program was capital planning and, since then, the Town has made a significant commitment to its Capital Improvement Program (CIP) to address the backlog of capital needs created by the under-investment in infrastructure during the late-1970's and the 1980's. Over the last 10 years (FY09 - FY18), the Town has authorized expenditures of \$314 million, for an average of \$31 million per year. Although there continues to be more to do in the areas of street and sidewalk repairs, parks/open space improvements, and school and town facilities upgrades, the commitment to capital improvements is showing positive results.

Each year's CIP takes into account a projected six-year view. The FY 2019 – FY 2024 CIP continued the Town's aggressive approach toward maintaining and improving the Town's physical assets. Developed within the parameters of the Board of Selectmen's CIP Policies, the CIP incorporated a number of major projects along with a financing plan that includes outside funding sources and grant opportunities. It also continued to fund school projects related to the enrollment surge of the past few years.

In addition to the 6% financing called for in the CIP Policy, Free Cash and State/Federal grants are other key components of the overall financing strategy of the CIP. The Town's Free Cash Policy dedicates this revenue source to the CIP after funding various strategic reserves / protecting fund balance levels so that total CIP funding is equal to 7.5% of the prior year's net revenue. This important funding source allows for the expansion of the pay-as-you-go component of the CIP. Without Free Cash, the Town would be unable to fund many of the projects being recommended. The Town's certified Free Cash for the fiscal year ending June 30, 2017 was \$11.2 million. After funding strategic reserves to the levels called for in the Town's Reserve policies, and after leaving \$2.6 million un-appropriated to address an unreserved fund balance issue, \$6 million of additional pay-as-you-go capacity was made available to the CIP for FY 2019. For the out-years of the CIP, approximately \$4.4 million is estimated for Free Cash, which yields between \$3.5 - \$3.9 million per year for the CIP.

State/Federal grants total \$12.8 million over the six-year period. Another key CIP financing policy is that the Water and Sewer Enterprise Fund and the Golf Course Enterprise Fund cover 100% of their debt service. When additional capital work to the water and sewer infrastructure or to the golf course is requested, the impact debt service has on those enterprise funds is taken into consideration. Since they are both 100% cost recovery funds, any growth in debt service may well necessitate increases in fees. Therefore, the decision to authorize additional debt is made carefully.

Since 2005, Brookline has experienced historic enrollment growth in its public schools. The K-8 elementary schools have grown by 40% going from 3,904 students in 2006 to 5,482 students in 2017, which is equivalent to adding three schools into our existing schools in just over 10 years. For a decade now, the Town and School Department have been addressing the expanding student population by studying potential sites for a new elementary school and by adding classrooms to existing schools by dividing classrooms; converting offices, locker rooms, and hallways into classrooms; renting private buildings; and building new classrooms or adding modular classes. Despite adding nearly 60 classrooms to our existing schools through this "Expand-in-Place" strategy, the schools continue to be severely overcrowded.

While the increase in size of Brookline's kindergarten enrollment has driven the growth, these larger elementary grades will soon begin to enter the high school. Brookline High School is currently experiencing the initial wave of rapid enrollment growth that will increase the student body from 1,800 students in 2015, to at least 2,600 or more students by 2023.

This CIP continues to address the overcrowding issue in a comprehensive manner:

- **Classroom Capacity** – in both FY08 and FY10, Town Meeting appropriated \$400,000 to address space needs, followed by \$530,000 in FY11 and \$1.75 million in FY's 13-15. The CIP includes an additional \$8.6 million over the course of the six years, with \$2.25 million coming in FY16. The Classroom Capacity item in FY 2019 covers the leases at the temples, 62 Harvard, 24 Webster Place and the Baker modules. The FY2019 – 2024 budgets assume continuation of those lease arrangements.
- **Building Projects** - To address Brookline's ongoing enrollment growth and space capacity issues, the School Committee, Select Board, Building Department staff, and School Department staff continue to work on three important capital improvement projects: the Town is in the midst of schematic design for the High School renovation and expansion project as well as two feasibility studies for the Baldwin and Driscoll Schools. The School Committee, the Select Board, and the Advisory Committee all voted unanimously to proceed with the process for the 9th Elementary School and Brookline High School renovation and expansion without submitting a Statement of Interest to the Massachusetts School Building Authority to allow for more flexibility in the design processes and to meet the timelines for the projects.

All of this is being addressed while at the same time continuing to address on-going infrastructure improvements including streets, sidewalks, parks/playgrounds, and water/sewer systems. The core of any CIP should be the repair of and improvement to a community's infrastructure and that is the case with this CIP. Governmental jurisdictions across the country continue to struggle with the issue of funding infrastructure needs, especially in these economic and budgetary times. Fortunately, Brookline's CIP policies (dedicated CIP funding) and taxpayer support (debt exclusions for Schools and an Override that included infrastructure needs) have allowed the community to fund these needs far more adequately than would otherwise be the case.

The following schedule reflects the CIP expenditure activity for fiscal 2018, together with outstanding encumbrances and available budget balances, for both Debt and Revenue Funded Capital Projects:

	All Capital Improvement Projects			Revenue Financed Projects			Debt Financed Projects		
	Expended in Fiscal 2018	Encumbrances	Available Budget	Expended in Fiscal 2018	Encumbrances	Available Budget	Expended in Fiscal 2018	Encumbrances	Available Budget
General Government Capital Equipment/Planning	16,717,907	22,647	531,752	670,000	15,372	186,933	16,047,907	7,275	344,818
Building Projects	59,463,715	19,796,842	14,045,701	3,428,676	1,503,884	2,818,301	56,035,039	18,292,958	11,227,400
Public Safety Projects	1,493,311	4,131,417	7,680	418,397	332,154	2,860	1,074,914	3,799,263	4,819
DPW Projects	7,670,879	4,183,869	9,938,466	4,793,621	2,407,717	4,140,483	2,877,258	1,776,152	5,797,983
Recreation Projects	339,666	38,196	-	339,666	38,196	-	-	-	-
Library Projects	32,258	44,605	5,937	32,258	44,605	5,937	-	-	-
DPW Enterprise Related Projects	734,513	438,376	4,783,994	9,998	24,000	266,002	724,515	414,376	4,517,993
Golf Enterprise Projects	-	-	765,000	-	-	-	-	-	765,000
<b>GRAND TOTAL</b>	<b>86,452,249</b>	<b>28,655,952</b>	<b>30,078,530</b>	<b>9,692,616</b>	<b>4,365,928</b>	<b>7,420,517</b>	<b>76,759,633</b>	<b>24,290,024</b>	<b>22,658,013</b>

### Capital Asset and Debt Administration

**Capital Assets.** The Town of Brookline's investment in capital assets for its governmental and business type activities as of June 30, 2018, amount to \$412.5 million (net of depreciation). This investment in capital assets includes land, buildings, improvements to land and buildings, machinery and equipment, vehicles, roads, sidewalks, bridges and water and sewer lines.

The net increase in the Town of Brookline's investment in capital assets for the current year was \$70.8 million, including a \$71.7 million increase for governmental activities and an \$890 thousand decrease for business-type activities.

As noted in the table above the Town's major capital projects relate to school renovations and various infrastructure projects.

Major Capital asset additions during the current year included the following:

- ❖ Approximately \$53.4 million was capitalized for the construction of the Devotion School.
- ❖ Approximately \$1.7 million was spent on roads, sidewalks, wastewater, and other related infrastructure.
- ❖ Approximately \$4.5 million was spent on machinery and equipment.
- ❖ Approximately \$22.6 million related to various building improvements and renovations.
- ❖ Approximately \$680 thousand was spent on water improvements.

Please see Note 4 for further capital asset information.

<b>Town of Brookline's Capital Assets (Net of Depreciation)</b>						
	<b>Governmental Activities</b>		<b>Business –Type Activities</b>		<b>Total</b>	
	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>	<b>2018</b>	<b>2017</b>
<b>Land</b>	874,873	874,873	-	-	874,873	874,873
<b>Construction in Progress</b>	96,561,560	43,172,241	-	-	96,561,560	43,172,241
<b>Land Improvements</b>	22,560,372	19,691,018	1,806,444	2,016,976	24,366,816	21,707,994
<b>Buildings</b>	191,697,055	178,139,460	2,468,181	2,620,684	194,165,236	180,760,144
<b>Machinery and Equipment</b>	13,655,695	11,385,393	1,069,428	797,432	14,725,123	12,182,825
<b>Infrastructure</b>	26,798,773	27,156,489	54,980,189	55,776,418	81,778,962	82,932,907
<b>Total</b>	<u>352,148,328</u>	<u>280,419,474</u>	<u>60,324,242</u>	<u>61,211,510</u>	<u>412,472,570</u>	<u>341,630,984</u>

**Long-term Debt.** At the end of the current year, the Town of Brookline had total bonded debt outstanding of \$139.3 million of which \$132.1 is governmental debt and \$7.2 is business-type debt. This entire amount is classified as outstanding long-term debt. In the current year, the Town issued \$43.3 million of governmental and \$660 thousand of business-type debt net of capitalized bond premiums.

Please see notes 6 and 7 for further debt information.

In 2005, the Commonwealth enacted legislation that changed the method for funding the school building assistance program. Under this program, the assistance is paid to support construction costs and reduce the total debt service of the Town. The Town has been approved for a project at the Devotion School under this program. Through the end of FY2018, the Town has recorded capital grant revenue totaling approximately \$14.9 million, from the MSBA which is equal to 38.3% of approved construction costs incurred to date. The Town received reimbursements related to the Devotion School for approximately \$6.9 million in 2018 and recorded a receivable of \$6.9 million.

**Cash and Investments**

At June 30, 2018, the Town had recorded a Cash and Investments balance of \$161,669,113. Additional adjustments for accounts not maintained by the Treasurer, but included in overall financial statement cash, were Library Cash of \$166,536; Investment accounts maintained by the Trustees of the Brookline Public Library of \$4,327,729; and Cash and Investment accounts maintained by the Brookline Retirement System of \$5,073,432 and \$303,944,947 respectively. This resulted in total Cash and Investments of \$475,181,757 as reflected in the basic financial statements.

## **Requests for Information**

This financial report is designed to provide a general overview of the Town of Brookline's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Comptroller at Brookline Town Hall, 333 Washington Street, Brookline, Massachusetts 02146.

You are also invited to visit our website at <http://www.brooklinema.gov> .

# ***Basic Financial Statements***

**STATEMENT OF NET POSITION**

JUNE 30, 2018

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
<b>CURRENT:</b>			
Cash and cash equivalents.....	\$ 95,957,870	\$ 8,237,414	\$ 104,195,284
Investments.....	8,971,420	-	8,971,420
Receivables, net of allowance for uncollectibles:			
Real estate and personal property taxes.....	4,485,053	-	4,485,053
Tax liens.....	1,781,339	-	1,781,339
Motor vehicle and other excise taxes.....	284,590	-	284,590
User charges.....	131,270	8,157,705	8,288,975
Departmental and other.....	5,077,004	-	5,077,004
Intergovernmental - other.....	13,088,101	-	13,088,101
Loans.....	3,417	-	3,417
Internal balances.....	50,000	(50,000)	-
Other assets.....	18,140	544	18,684
<b>Total current assets.....</b>	<b>129,848,204</b>	<b>16,345,663</b>	<b>146,193,867</b>
<b>NONCURRENT:</b>			
Receivables, net of allowance for uncollectibles:			
Intergovernmental - other.....	1,205,000	-	1,205,000
Internal balances.....	425,000	(425,000)	-
Capital assets, nondepreciable.....	97,436,433	-	97,436,433
Capital assets, net of accumulated depreciation.....	254,711,895	60,324,242	315,036,137
<b>Total noncurrent assets.....</b>	<b>353,778,328</b>	<b>59,899,242</b>	<b>413,677,570</b>
<b>TOTAL ASSETS.....</b>	<b>483,626,532</b>	<b>76,244,905</b>	<b>559,871,437</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflows related to pensions.....	17,910,762	391,976	18,302,738
<b>LIABILITIES</b>			
<b>CURRENT:</b>			
Warrants payable.....	5,431,328	91,509	5,522,837
Accrued payroll.....	3,164,461	-	3,164,461
Tax refunds payable.....	5,475,000	-	5,475,000
Accrued interest.....	1,402,738	60,823	1,463,561
Liabilities due depositors.....	2,132	-	2,132
Other liabilities.....	1,303,082	19,695	1,322,777
Unearned revenue.....	478,448	-	478,448
Landfill closure.....	1,945,000	-	1,945,000
Compensated absences.....	5,984,837	311,198	6,296,035
Workers' compensation.....	334,320	-	334,320
Notes payable.....	18,250,000	-	18,250,000
Bonds payable.....	10,955,480	1,593,869	12,549,349
<b>Total current liabilities.....</b>	<b>54,726,826</b>	<b>2,077,094</b>	<b>56,803,920</b>
<b>NONCURRENT:</b>			
Landfill closure.....	800,000	-	800,000
Compensated absences.....	2,033,638	99,068	2,132,706
Workers' compensation.....	2,451,680	-	2,451,680
Net pension liability.....	208,700,709	4,567,409	213,268,118
Net other postemployment benefits liability.....	249,352,606	5,140,766	254,493,372
Bonds payable.....	128,366,780	5,647,709	134,014,489
<b>Total noncurrent liabilities.....</b>	<b>591,705,413</b>	<b>15,454,952</b>	<b>607,160,365</b>
<b>TOTAL LIABILITIES.....</b>	<b>646,432,239</b>	<b>17,532,046</b>	<b>663,964,285</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred inflows related to pensions.....	11,447,309	250,524	11,697,833
Deferred inflows related to other postemployment benefits.....	1,216,633	25,082	1,241,715
<b>TOTAL DEFERRED INFLOWS OF RESOURCES.....</b>	<b>12,663,942</b>	<b>275,606</b>	<b>12,939,548</b>
<b>NET POSITION</b>			
Net investment in capital assets.....	207,015,786	57,036,968	264,052,754
Restricted for:			
Loans.....	3,417	-	3,417
Permanent funds:			
Expendable.....	5,283,756	-	5,283,756
Nonexpendable.....	1,842,016	-	1,842,016
Other purposes.....	19,756,323	-	19,756,323
Unrestricted.....	(391,460,185)	1,792,261	(389,667,924)
<b>TOTAL NET POSITION.....</b>	<b>\$ (157,558,887)</b>	<b>\$ 58,829,229</b>	<b>\$ (98,729,658)</b>

See notes to basic financial statements.

**STATEMENT OF ACTIVITIES**

YEAR ENDED JUNE 30, 2018

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
<b>Primary Government:</b>					
<i>Governmental Activities:</i>					
General government.....	\$ 25,165,030	\$ 7,963,362	\$ 1,004,210	\$ -	\$ (16,197,458)
Public safety.....	66,640,675	11,452,701	341,131	-	(54,846,843)
Education.....	186,169,072	9,620,099	46,027,880	14,590,014	(115,931,079)
Public works.....	27,567,147	4,119,627	298,494	960,605	(22,188,421)
Community development.....	1,797,210	-	1,393,660	-	(403,550)
Human services.....	5,613,172	18,400	944,204	-	(4,650,568)
Leisure services.....	11,117,633	3,791,602	186,496	-	(7,139,535)
Interest.....	3,461,224	-	120,858	-	(3,340,366)
<b>Total Governmental Activities.....</b>	<b>327,531,163</b>	<b>36,965,791</b>	<b>50,316,933</b>	<b>15,550,619</b>	<b>(224,697,820)</b>
<i>Business-Type Activities:</i>					
Water and sewer.....	25,385,496	28,706,172	-	-	3,320,676
Golf course.....	1,495,568	1,565,388	-	-	69,820
<b>Total Business-Type Activities.....</b>	<b>26,881,064</b>	<b>30,271,560</b>	<b>-</b>	<b>-</b>	<b>3,390,496</b>
<b>Total Primary Government.....</b>	<b>\$ 354,412,227</b>	<b>\$ 67,237,351</b>	<b>\$ 50,316,933</b>	<b>\$ 15,550,619</b>	<b>\$ (221,307,324)</b>

See notes to basic financial statements.

(Continued)

**STATEMENT OF ACTIVITIES (continued)**

YEAR ENDED JUNE 30, 2018

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>Changes in net position:</b>			
Net (expense) revenue from previous page..... \$	<b>(224,697,820)</b>	\$ <b>3,390,496</b>	\$ <b>(221,307,324)</b>
<i>General revenues:</i>			
Real estate and personal property taxes, net of tax refunds payable.....	209,913,240	-	209,913,240
Motor vehicle and other excise taxes.....	6,693,143	-	6,693,143
Hotel/motel tax.....	2,110,505	-	2,110,505
Meals tax.....	1,200,334	-	1,200,334
Penalties and interest on taxes.....	644,554	-	644,554
Payments in lieu of taxes.....	1,090,649	-	1,090,649
Grants and contributions not restricted to specific programs.....	6,844,394	-	6,844,394
Unrestricted investment income.....	1,193,380	8,825	1,202,205
Gain (loss) on sale of assets.....	2,500	-	2,500
Miscellaneous.....	962,499	-	962,499
<i>Transfers, net</i> .....	2,363,716	(2,363,716)	-
Total general revenues and transfers.....	233,018,914	(2,354,891)	230,664,023
Change in net position.....	8,321,094	1,035,605	9,356,699
<i>Net position:</i>			
Beginning of year (as revised).....	(165,879,981)	57,793,624	(108,086,357)
End of year..... \$	<u>(157,558,887)</u>	\$ <u>58,829,229</u>	\$ <u>(98,729,658)</u>

See notes to basic financial statements.

**GOVERNMENTAL FUNDS  
BALANCE SHEET**

JUNE 30, 2018

	General	Devotion School Renovation	Capital Article Fund	Chapter 90 Highway Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>						
Cash and cash equivalents.....	\$ 46,470,386	\$ 1,846,015	\$ 11,538,176	\$ -	\$ 30,624,673	\$ 90,479,250
Investments.....	-	-	-	-	8,971,420	8,971,420
Receivables, net of uncollectibles:						
Real estate and personal property taxes.....	4,485,053	-	-	-	-	4,485,053
Tax liens.....	1,781,339	-	-	-	-	1,781,339
Motor vehicle and other excise taxes.....	284,590	-	-	-	-	284,590
User charges.....	131,270	-	-	-	-	131,270
Departmental and other.....	5,006,258	-	-	-	70,746	5,077,004
Intergovernmental - other.....	1,692,000	6,909,350	-	4,444,155	1,247,596	14,293,101
Loans.....	-	-	-	-	3,417	3,417
Due from other funds.....	475,000	616,277	-	-	-	1,091,277
Other assets.....	12,786	-	-	-	5,354	18,140
<b>TOTAL ASSETS.....</b>	<b>\$ 60,338,682</b>	<b>\$ 9,371,642</b>	<b>\$ 11,538,176</b>	<b>\$ 4,444,155</b>	<b>\$ 40,923,206</b>	<b>\$ 126,615,861</b>
<b>LIABILITIES</b>						
Warrants payable.....	\$ 1,556,139	\$ 2,865,812	\$ 99,880	\$ -	\$ 755,477	\$ 5,277,308
Accrued payroll.....	3,164,461	-	-	-	-	3,164,461
Tax refunds payable.....	5,475,000	-	-	-	-	5,475,000
Due to other funds.....	-	-	-	616,277	-	616,277
Other liabilities.....	1,291,363	-	-	-	13,851	1,305,214
Unearned revenue.....	292,522	-	-	-	185,926	478,448
Notes payable.....	-	-	-	-	18,250,000	18,250,000
<b>TOTAL LIABILITIES.....</b>	<b>11,779,485</b>	<b>2,865,812</b>	<b>99,880</b>	<b>616,277</b>	<b>19,205,254</b>	<b>34,566,708</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>						
Unavailable revenue.....	12,844,586	-	-	3,827,878	1,318,342	17,990,806
<b>FUND BALANCES</b>						
Nonspendable.....	-	-	-	-	1,842,016	1,842,016
Restricted.....	-	-	-	-	25,040,079	25,040,079
Committed.....	-	6,505,830	11,438,296	-	2,369	17,946,495
Assigned.....	10,987,364	-	-	-	-	10,987,364
Unassigned.....	24,727,247	-	-	-	(6,484,854)	18,242,393
<b>TOTAL FUND BALANCES.....</b>	<b>35,714,611</b>	<b>6,505,830</b>	<b>11,438,296</b>	<b>-</b>	<b>20,399,610</b>	<b>74,058,347</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES.....</b>	<b>\$ 60,338,682</b>	<b>\$ 9,371,642</b>	<b>\$ 11,538,176</b>	<b>\$ 4,444,155</b>	<b>\$ 40,923,206</b>	<b>\$ 126,615,861</b>

See notes to basic financial statements.

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TOTAL FUND BALANCES TO THE STATEMENT OF NET POSITION**

JUNE 30, 2018

Total governmental fund balances.....		\$ 74,058,347
Capital assets (net) used in governmental activities are not financial resources and, therefore, are not reported in the funds.....		352,148,328
Accounts receivable are not available to pay for current-period expenditures and, therefore, are unavailable in the funds.....		17,990,806
The statement of net position includes certain deferred inflows of resources and deferred outflows of resources that will be amortized over future periods. In governmental funds, these amounts are not deferred.....		5,246,820
The assets and liabilities of the internal service funds are included in the governmental activities in the statement of net position.....		2,538,600
In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.....		(1,402,738)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds:		
Bonds payable.....	(139,322,260)	
Net pension liability.....	(208,700,709)	
Net other postemployment benefits liability.....	(249,352,606)	
Landfill closure.....	(2,745,000)	
Compensated absences.....	<u>(8,018,475)</u>	
Net effect of reporting long-term liabilities.....		<u>(608,139,050)</u>
Net position of governmental activities.....		\$ <u><u>(157,558,887)</u></u>

See notes to basic financial statements.

**GOVERNMENTAL FUNDS**  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

YEAR ENDED JUNE 30, 2018

	General	Devotion School Renovation	Capital Article Fund	Chapter 90 Highway Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES:</b>						
Real estate and personal property taxes, net of tax refunds.....	\$ 209,382,940	\$ -	\$ -	\$ -	\$ -	\$ 209,382,940
Motor vehicle and other excise taxes.....	6,544,129	-	-	-	-	6,544,129
Hotel/motel tax.....	2,110,505	-	-	-	-	2,110,505
Meals tax.....	1,200,334	-	-	-	-	1,200,334
Charges for services.....	11,020,273	-	-	-	-	11,020,273
Penalties and interest on taxes.....	644,554	-	-	-	-	644,554
Payments in lieu of taxes.....	1,090,649	-	-	-	-	1,090,649
Licenses and permits.....	7,573,319	-	-	-	-	7,573,319
Fines and forfeitures.....	3,471,240	-	-	-	-	3,471,240
Intergovernmental - state aid.....	20,271,635	-	-	-	-	20,271,635
Intergovernmental - Teachers Retirement.....	26,915,000	-	-	-	-	26,915,000
Intergovernmental - other.....	-	14,623,115	-	348,423	10,592,630	25,564,168
Departmental and other.....	1,792,757	-	-	-	13,131,876	14,924,633
Contributions and donations.....	-	-	-	-	1,094,912	1,094,912
Investment income.....	676,889	-	-	-	436,668	1,113,557
<b>TOTAL REVENUES.....</b>	<b>292,694,224</b>	<b>14,623,115</b>	<b>-</b>	<b>348,423</b>	<b>25,256,086</b>	<b>332,921,848</b>
<b>EXPENDITURES:</b>						
Current:						
General government.....	9,419,244	-	1,938,481	-	20,697,385	32,055,110
Public safety.....	38,433,405	-	654,256	-	523,940	39,611,601
Education.....	105,252,938	53,389,319	2,038,666	-	16,684,890	177,365,813
Public works.....	16,274,325	-	4,166,516	348,423	3,461,264	24,250,528
Community development.....	-	-	-	-	1,481,262	1,481,262
Human services.....	2,613,189	-	-	-	874,305	3,487,494
Leisure services.....	5,177,757	-	350,968	-	3,668,705	9,197,430
Pension benefits.....	21,519,358	-	-	-	-	21,519,358
Pension benefits - Teachers Retirement.....	26,915,000	-	-	-	-	26,915,000
Employee benefits.....	39,329,824	-	-	-	-	39,329,824
State and county charges.....	6,480,817	-	-	-	-	6,480,817
Debt service:						
Principal.....	9,007,500	-	-	-	-	9,007,500
Interest.....	3,569,953	-	-	-	-	3,569,953
<b>TOTAL EXPENDITURES.....</b>	<b>283,993,310</b>	<b>53,389,319</b>	<b>9,148,887</b>	<b>348,423</b>	<b>47,391,751</b>	<b>394,271,690</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....</b>	<b>8,700,914</b>	<b>(38,766,204)</b>	<b>(9,148,887)</b>	<b>-</b>	<b>(22,135,665)</b>	<b>(61,349,842)</b>
<b>OTHER FINANCING SOURCES (USES):</b>						
Issuance of bonds.....	-	35,321,000	-	-	8,004,000	43,325,000
Premium from issuance of bonds.....	-	1,579,000	-	-	1,378,661	2,957,661
Proceeds from the sale of assets.....	2,500	-	-	-	-	2,500
Transfers in.....	3,024,754	-	9,572,962	-	619,004	13,216,720
Transfers out.....	(9,706,001)	(282,724)	(101,309)	-	(762,970)	(10,853,004)
<b>TOTAL OTHER FINANCING SOURCES (USES)...</b>	<b>(6,678,747)</b>	<b>36,617,276</b>	<b>9,471,653</b>	<b>-</b>	<b>9,238,695</b>	<b>48,648,877</b>
<b>NET CHANGE IN FUND BALANCES.....</b>	<b>2,022,167</b>	<b>(2,148,928)</b>	<b>322,766</b>	<b>-</b>	<b>(12,896,970)</b>	<b>(12,700,965)</b>
<b>FUND BALANCES AT BEGINNING OF YEAR.....</b>	<b>33,692,444</b>	<b>8,654,758</b>	<b>11,115,530</b>	<b>-</b>	<b>33,296,580</b>	<b>86,759,312</b>
<b>FUND BALANCES AT END OF YEAR.....</b>	<b>\$ 35,714,611</b>	<b>\$ 6,505,830</b>	<b>\$ 11,438,296</b>	<b>\$ -</b>	<b>\$ 20,399,610</b>	<b>\$ 74,058,347</b>

See notes to basic financial statements.

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES**

YEAR ENDED JUNE 30, 2018

Net change in fund balances - total governmental funds.....		\$ (12,700,965)
<p>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>		
Capital outlay.....	87,436,949	
Depreciation expense.....	<u>(15,708,095)</u>	
Net effect of reporting capital assets.....		71,728,854
<p>Revenues in the Statement of Activities that do not provide current financial resources are unavailable in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable differ between the two statements. This amount represents the net change in unavailable revenue.....</p>		
		1,404,671
<p>The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are unavailable and amortized in the Statement of Activities.</p>		
Issuance of bonds.....	(43,325,000)	
Premium from issuance of bonds.....	(2,957,661)	
Net amortization of premium from issuance of bonds.....	527,755	
Debt service principal payments.....	<u>9,007,500</u>	
Net effect of reporting long-term debt.....		(36,747,406)
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.</p>		
Net change in compensated absences accrual.....	205,134	
Net change in accrued interest on long-term debt.....	(419,026)	
Net change in deferred outflow/(inflow) of resources related to pensions.....	(13,342,676)	
Net change in net pension liability.....	6,410,103	
Net change in deferred outflow/(inflow) of resources related to other postemployment benefits...	(1,216,633)	
Net change in net other postemployment benefits liability.....	(9,013,669)	
Net change in landfill closure.....	<u>1,355,000</u>	
Net effect of recording long-term liabilities.....		(16,021,767)
The net activity of internal service funds is reported with Governmental Activities.....		<u>657,707</u>
Change in net position of governmental activities.....		\$ <u><u>8,321,094</u></u>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF NET POSITION

JUNE 30, 2018

	Water and Sewer	Golf Course	Total	Governmental Activities - Internal Service Fund
<b>ASSETS</b>				
<b>CURRENT:</b>				
Cash and cash equivalents.....	\$ 7,875,261	\$ 362,153	\$ 8,237,414	\$ 5,478,620
Receivables, net of allowance for uncollectibles:				
User charges.....	8,157,705	-	8,157,705	-
Other assets.....	-	544	544	-
Total current assets.....	<u>16,032,966</u>	<u>362,697</u>	<u>16,395,663</u>	<u>5,478,620</u>
<b>NONCURRENT:</b>				
Capital assets, net of accumulated depreciation.....	57,453,197	2,871,045	60,324,242	-
<b>TOTAL ASSETS.....</b>	<u>73,486,163</u>	<u>3,233,742</u>	<u>76,719,905</u>	<u>5,478,620</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Deferred outflows related to pensions.....	366,356	25,620	391,976	-
<b>LIABILITIES</b>				
<b>CURRENT:</b>				
Warrants payable.....	61,302	30,207	91,509	154,020
Due to other funds.....	-	50,000	50,000	-
Accrued interest.....	48,553	12,270	60,823	-
Other liabilities.....	-	19,695	19,695	-
Compensated absences.....	274,662	36,536	311,198	-
Workers' compensation.....	-	-	-	334,320
Bonds payable.....	1,498,869	95,000	1,593,869	-
Total current liabilities.....	<u>1,883,386</u>	<u>243,708</u>	<u>2,127,094</u>	<u>488,340</u>
<b>NONCURRENT:</b>				
Due to other funds.....	-	425,000	425,000	-
Compensated absences.....	87,818	11,250	99,068	-
Workers' compensation.....	-	-	-	2,451,680
Net pension liability.....	4,268,876	298,533	4,567,409	-
Net other postemployment benefits liability.....	5,089,867	50,899	5,140,766	-
Bonds payable.....	4,507,709	1,140,000	5,647,709	-
Total noncurrent liabilities.....	<u>13,954,270</u>	<u>1,925,682</u>	<u>15,879,952</u>	<u>2,451,680</u>
<b>TOTAL LIABILITIES.....</b>	<u>15,837,656</u>	<u>2,169,390</u>	<u>18,007,046</u>	<u>2,940,020</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Deferred inflows related to pensions.....	234,149	16,375	250,524	-
Deferred inflows related to other postemployment benefits.....	24,834	248	25,082	-
<b>TOTAL DEFERRED INFLOWS OF RESOURCES.....</b>	<u>258,983</u>	<u>16,623</u>	<u>275,606</u>	<u>-</u>
<b>NET POSITION</b>				
Net investment in capital assets.....	55,400,923	1,636,045	57,036,968	-
Unrestricted.....	2,354,957	(562,696)	1,792,261	2,538,600
<b>TOTAL NET POSITION.....</b>	<u>\$ 57,755,880</u>	<u>\$ 1,073,349</u>	<u>\$ 58,829,229</u>	<u>\$ 2,538,600</u>

See notes to basic financial statements.

**PROPRIETARY FUNDS**  
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

YEAR ENDED JUNE 30, 2018

	Water and Sewer	Golf Course	Total	Governmental Activities - Internal Service Fund
<b>OPERATING REVENUES:</b>				
Employer contributions.....	\$ -	\$ -	\$ -	\$ 2,053,644
Charges for services.....	28,706,172	1,565,388	30,271,560	-
Other operating revenues.....	-	-	-	296,759
<b>TOTAL OPERATING REVENUES .....</b>	<b>28,706,172</b>	<b>1,565,388</b>	<b>30,271,560</b>	<b>2,350,403</b>
<b>OPERATING EXPENSES:</b>				
Cost of services and administration.....	23,336,103	1,158,433	24,494,536	-
Depreciation.....	1,830,355	288,412	2,118,767	-
Employee benefits.....	-	-	-	1,772,519
<b>TOTAL OPERATING EXPENSES.....</b>	<b>25,166,458</b>	<b>1,446,845</b>	<b>26,613,303</b>	<b>1,772,519</b>
<b>OPERATING INCOME (LOSS).....</b>	<b>3,539,714</b>	<b>118,543</b>	<b>3,658,257</b>	<b>577,884</b>
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Investment income.....	5,662	3,163	8,825	79,823
Interest expense.....	(219,038)	(48,723)	(267,761)	-
<b>TOTAL NONOPERATING REVENUES (EXPENSES), NET.....</b>	<b>(213,376)</b>	<b>(45,560)</b>	<b>(258,936)</b>	<b>79,823</b>
<b>INCOME (LOSS) BEFORE CAPITAL CONTRIBUTIONS AND TRANSFERS.....</b>	<b>3,326,338</b>	<b>72,983</b>	<b>3,399,321</b>	<b>657,707</b>
<b>TRANSFERS:</b>				
Transfers out.....	(2,233,725)	(129,991)	(2,363,716)	-
<b>CHANGE IN NET POSITION.....</b>	<b>1,092,613</b>	<b>(57,008)</b>	<b>1,035,605</b>	<b>657,707</b>
<b>NET POSITION AT BEGINNING OF YEAR (as revised).....</b>	<b>56,663,267</b>	<b>1,130,357</b>	<b>57,793,624</b>	<b>1,880,893</b>
<b>NET POSITION AT END OF YEAR.....</b>	<b>\$ 57,755,880</b>	<b>\$ 1,073,349</b>	<b>\$ 58,829,229</b>	<b>\$ 2,538,600</b>

**PROPRIETARY FUNDS**  
STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2018

	Water and Sewer	Golf Course	Total	Governmental Activities - Internal Service Fund
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>				
Receipts from customers and users.....	\$ 27,092,449	\$ 1,635,193	\$ 28,727,642	\$ -
Receipts from interfund services provided.....	-	-	-	2,350,403
Payments to vendors.....	(20,506,064)	(707,993)	(21,214,057)	(2,749,566)
Payments to employees.....	(2,503,035)	(502,354)	(3,005,389)	-
<b>NET CASH FROM OPERATING ACTIVITIES.....</b>	<b>4,083,350</b>	<b>424,846</b>	<b>4,508,196</b>	<b>(399,163)</b>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>				
Transfers out.....	(2,233,725)	(129,991)	(2,363,716)	-
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>				
Proceeds from the issuance of bonds.....	660,000	-	660,000	-
Acquisition and construction of capital assets.....	(1,231,499)	-	(1,231,499)	-
Principal payments on bonds and notes.....	(1,763,441)	(110,000)	(1,873,441)	-
Interest expense.....	(235,572)	(49,421)	(284,993)	-
<b>NET CASH FROM CAPITAL AND RELATED FINANCING ACTIVITIES.....</b>	<b>(2,570,512)</b>	<b>(159,421)</b>	<b>(2,729,933)</b>	<b>-</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>				
Investment income.....	5,662	3,163	8,825	79,823
<b>NET CASH FROM INVESTING ACTIVITIES.....</b>	<b>5,662</b>	<b>3,163</b>	<b>8,825</b>	<b>79,823</b>
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS.....</b>	<b>(715,225)</b>	<b>138,597</b>	<b>(576,628)</b>	<b>(319,340)</b>
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR.....</b>	<b>8,590,486</b>	<b>223,556</b>	<b>8,814,042</b>	<b>5,797,960</b>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR.....</b>	<b>\$ 7,875,261</b>	<b>\$ 362,153</b>	<b>\$ 8,237,414</b>	<b>\$ 5,478,620</b>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH</b>				
<b>FROM OPERATING ACTIVITIES:</b>				
Operating income (loss).....	\$ 3,539,714	\$ 118,543	\$ 3,658,257	\$ 577,884
Adjustments to reconcile operating income to net cash from operating activities:				
Depreciation.....	1,830,355	288,412	2,118,767	
Deferred (outflows)/inflows related to pensions.....	282,085	21,386	303,471	
Deferred (outflows)/inflows related to OPEB.....	24,834	248	25,082	
Changes in assets and liabilities:				
User charges.....	(1,629,470)	-	(1,629,470)	
Other assets.....	15,747	69,805	85,552	
Warrants payable.....	44,257	3,185	47,442	140,953
Due to other funds.....	-	(50,000)	(50,000)	
Other liabilities.....	-	2,017	2,017	
Compensated absences.....	22,510	3,554	26,064	
Workers' compensation.....	-	-	-	(1,118,000)
Net pension liability.....	(230,672)	(34,144)	(264,816)	
Other postemployment benefits.....	183,990	1,840	185,830	
<b>Total adjustments.....</b>	<b>543,636</b>	<b>306,303</b>	<b>849,939</b>	<b>(977,047)</b>
<b>NET CASH FROM OPERATING ACTIVITIES.....</b>	<b>\$ 4,083,350</b>	<b>\$ 424,846</b>	<b>\$ 4,508,196</b>	<b>\$ (399,163)</b>

See notes to basic financial statements.

**FIDUCIARY FUNDS**  
STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2018

	Pension and Other Postemployment Benefit Trust Funds	Private Purpose Trust Funds	Agency Funds
<b>ASSETS</b>			
Cash and cash equivalents.....	\$ 5,348,680	\$ 2,094,372	\$ 168,398
Other investments.....	349,705,908	4,697,695	-
Receivables, net of allowance for uncollectibles:			
Departmental and other.....	109,436	-	697,368
<b>TOTAL ASSETS</b> .....	<b>355,164,024</b>	<b>6,792,067</b>	<b>865,766</b>
<b>LIABILITIES</b>			
Warrants payable.....	11,876	1,000	174,702
Other liabilities.....	-	467,760	691,064
<b>TOTAL LIABILITIES</b> .....	<b>11,876</b>	<b>468,760</b>	<b>865,766</b>
<b>NET POSITION</b>			
Restricted for pensions.....	309,115,939	-	-
Restricted for other postemployment benefits.....	46,036,209	-	-
Held in trust for other purposes.....	-	6,323,307	-
<b>TOTAL NET POSITION</b> .....	<b>\$ 355,152,148</b>	<b>\$ 6,323,307</b>	<b>\$ -</b>

See notes to basic financial statements.

**FIDUCIARY FUNDS**  
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

YEAR ENDED JUNE 30, 2018

	Pension and Other Postemployment Benefit Trust Funds	Private Purpose Trust Funds
<b>ADDITIONS:</b>		
Contributions:		
Employer contributions.....	\$ 26,365,909	\$ -
Employer contributions for other postemployment benefit payments...	12,699,732	-
Member contributions.....	7,403,134	-
Retirement benefits - transfers from other systems.....	1,264,143	-
Private donations.....	-	180,464
Intergovernmental.....	193,159	-
<b>Total contributions.....</b>	<b>47,926,077</b>	<b>180,464</b>
Net investment income:		
Investment income.....	42,921,106	40,245
Less: investment expense.....	(1,728,482)	-
<b>Net investment income (loss).....</b>	<b>41,192,624</b>	<b>40,245</b>
<b>TOTAL ADDITIONS.....</b>	<b>89,118,701</b>	<b>220,709</b>
<b>DEDUCTIONS:</b>		
Administration.....	482,628	-
Retirement benefits - transfers to other systems.....	2,103,000	-
Retirement benefits and refunds.....	30,274,500	-
Other postemployment benefit payments.....	12,699,732	-
Educational scholarships.....	-	319,327
<b>TOTAL DEDUCTIONS.....</b>	<b>45,559,860</b>	<b>319,327</b>
<b>NET INCREASE (DECREASE) IN NET POSITION.....</b>	<b>43,558,841</b>	<b>(98,618)</b>
<b>NET POSITION AT BEGINNING OF YEAR.....</b>	<b>311,593,307</b>	<b>6,421,925</b>
<b>NET POSITION AT END OF YEAR.....</b>	<b>\$ 355,152,148</b>	<b>\$ 6,323,307</b>

See notes to basic financial statements.

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

The accompanying basic financial statements of the Town of Brookline, Massachusetts (Town) have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the recognized standard-setting body for establishing governmental accounting and financial reporting principles. The significant Town accounting policies are described herein.

**A. Reporting Entity**

The Town was founded in 1630 as a part of Boston and was incorporated in 1705 under the Statutes of the Commonwealth of Massachusetts. The Town operates under a representative Town Meeting form of government and provides the following services to the residents of its community: administrative, public safety, public works, education, community development, water and sewer, health and human services, elder and leisure services.

The Town of Brookline is a municipal corporation that is governed by an elected Board of Selectmen.

For financial reporting purposes, the Town has included all funds, organizations, account groups, agencies, boards, commissions and institutions. The Town has also considered all potential component units for which it is financially accountable as well as other organizations for which the nature and significance of their relationship with the Town are such that exclusion would cause the basic financial statements to be misleading or incomplete. As required by GAAP, these basic financial statements present the Town (the primary government) and its component units.

*Component Unit Presented as a Fiduciary Fund* – The following component unit is presented as a Fiduciary Fund of the primary government due to the nature and significance of relationship between the Town and the component unit.

The Brookline Contributory Retirement System (System) was established to provide retirement benefits to Town employees, the Brookline Housing Authority employees, and their beneficiaries. The System is governed by a five-member board comprised of the Town Comptroller (ex-officio), an appointee of the Board of Selectmen, two members elected by the Retirement System's participants, and one member appointed by the other four Board members. The Retirement System is presented using the accrual basis of accounting and is reported as the Pension Trust Fund in the fiduciary fund financial statements.

**Availability of Financial Information for Component Units**

The Retirement System is audited as part of the Town's financial statement audit. More information regarding the Retirement System may be obtained by contacting the Retirement System located at 11 Pierce Street, Brookline, MA 02445.

**Joint Ventures** – The Town is a member of the Massachusetts Water Resources Authority (MWRA), a joint venture with other Massachusetts governmental entities that was organized to provide water and sewer services to the respective members' Cities, Towns, and Districts. Complete financial statements for the MWRA can be obtained directly from their administrative office located at 100 First Avenue, Building 39, Boston, Massachusetts 02129.

The Town is also a member of the Massachusetts Bay Transportation Authority (MBTA), a joint venture with other Massachusetts governmental entities that was organized to provide public transportation services to the respective members' Cities, Towns, and Districts. Complete financial statements for the MBTA can be obtained directly from their administrative office located at 10 Park Plaza, Boston, Massachusetts 02116.

## B. Government-Wide and Fund Financial Statements

### *Government-Wide Financial Statements*

The government-wide financial statements (i.e., statement of net position and the statement of changes in net position) report information on all of the non-fiduciary activities of the primary government and its component units. *Governmental activities*, which are primarily supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are supported primarily by user fees and charges.

### *Fund Financial Statements*

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though fiduciary funds are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. Nonmajor funds are aggregated and displayed in a single column.

### *Major Fund Criteria*

Major funds must be reported if the following criteria are met:

- If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of an individual governmental or enterprise fund are at least 10 percent of the corresponding element (assets and deferred outflows of resources, liabilities and deferred inflows of resources, etc.) for all funds of that category or type (total governmental or total enterprise funds), *and*
- If the total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding element for all governmental and enterprise funds combined.

Additionally, any other governmental or enterprise fund that management believes is particularly significant to the basic financial statements may be reported as a major fund.

Internal service funds and fiduciary funds are reported by fund type.

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

### *Government-Wide Financial Statements*

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred. Real estate and personal property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The statement of activities demonstrates the degree to which the direct expenses of a particular 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 the following:

- Charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment.
- Grants and contributions that are restricted to meeting the operational requirements of a particular function or segment.
- Grants and contributions that are restricted to meeting the capital requirements of a particular function or segment.

Taxes and other items not identifiable as program revenues are reported as general revenues.

For the most part, the effect of interfund activity has been removed from the government-wide financial statements. However, the effect of interfund services provided and used between functions is not eliminated as the elimination of these charges would distort the direct costs and program revenues reported for the functions affected.

#### *Fund Financial Statements*

**Governmental** fund financial statements are reported using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, and claims and judgments which are recognized when the obligations are expected to be liquidated with current expendable available resources.

Real estate and personal property tax revenues are considered available if they are collected within 60 days of year end. Investment income is susceptible to accrual. Other receipts and tax revenues become measurable and available when the cash is received and are recognized as revenue at that time.

Entitlements and shared revenues are recorded at the time of receipt or earlier if the susceptible to accrual criteria is met. Expenditure driven grants recognize revenue when the qualifying expenditures are incurred and all other grant requirements are met.

The following major governmental funds are reported:

The *general fund* is the primary operating fund. It is used to account for all financial resources, except those that are required to be accounted for in another fund.

The *Devotion School renovation fund* is used to account for financial resources for the renovation of the Devotion School building.

The *capital article fund* is used to account for revenue financed capital projects.

The *chapter 90 highway fund* is used to account for financial resources for the construction, reconstruction, and improvements to roadways, streets, and sidewalks.

The nonmajor governmental funds consist of other special revenue, capital projects, and permanent funds that are aggregated and presented in the *nonmajor governmental funds* column on the governmental funds financial statements. The following describes the general use of these fund types:

The *special revenue fund* is used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than permanent funds or capital projects.

The *capital projects fund* is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets of the governmental funds.

The *permanent fund* is used to account for and report financial resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the governmental programs.

**Proprietary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded when the liabilities are incurred.

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 the proprietary funds principal ongoing operations. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The following major proprietary funds are reported:

The *water & sewer enterprise fund* is used to account for the water and sewer activities.

The *golf enterprise fund* is used to account for the Town's golf course activities.

Additionally, the following proprietary fund type is reported:

The *internal service fund* is used to account for the financing of services provided by one department to other departments or governmental units. This fund is used to account for risk financing activities related to workers' compensation, unemployment and municipal building insurance.

**Fiduciary** fund financial statements are reported using the flow of economic resources measurement focus and use the accrual basis of accounting. Fiduciary funds are used to account for assets held in a trustee capacity for others that cannot be used to support the governmental programs.

The following fiduciary fund types are reported:

The *pension trust fund* is used to account for the activities of the Retirement System, which accumulates resources to provide pension benefits to eligible retirees and their beneficiaries.

The *other postemployment benefits trust fund* is used to accumulate assets which will be used to offset future postemployment benefit costs.

The *private-purpose trust fund* is used to account for trust arrangements, other than those properly reported in the pension trust fund or permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

The *agency fund* is used to account for assets held in a purely custodial capacity.

#### *Government-Wide and Fund Financial Statements*

For the government-wide financial statements, and proprietary and fiduciary fund accounting, all applicable Financial Accounting Standards Board (FASB) pronouncements issued on or prior to November 30, 1989, are applied, unless those pronouncements conflict with or contradict GASB pronouncements.

#### D. Cash and Investments

##### *Government-Wide and Fund Financial Statements*

Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with an original maturity of three months or less from the date of acquisition. Investments are carried at fair value.

#### E. Fair Value Measurements

The Town reports required types of financial instruments in accordance with the fair value standards. These standards require an entity to maximize the use of observable inputs (such as quoted prices in active markets) and minimize the use of unobservable inputs (such as appraisals or valuation techniques) to determine fair value. Fair value standards also require the government to classify these financial instruments into a three-level hierarchy, based on the priority of inputs to the valuation technique or in accordance with net asset value practical expedient rules, which allow for either Level 1, Level 2 or Level 3 depending on lock up and notice periods associated with the underlying funds.

Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level 1 – Quoted prices are available in active markets for identical instruments as of the reporting date. Instruments, which are generally included in this category, include actively traded equity and debt securities, U.S. government obligations, and mutual funds with quoted market prices in active markets.

Level 2 – Pricing inputs are other than quoted in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Certain fixed income securities, primarily corporate bonds, are classified as Level 2 because fair values are estimated using pricing models, matrix pricing, or discounted cash flows.

Level 3 – Pricing inputs are unobservable for the instrument and include situations where there is little, if any, market activity for the instrument. The inputs into the determination of fair value require significant management judgment or estimation.

In some instances the inputs used to measure fair value may fall into different levels of the fair value hierarchy and is based on the lowest level of input that is significant to the fair value measurement.

Market price is affected by a number of factors, including the type of instrument and the characteristics specific to the instrument. Instruments with readily available active quoted prices generally will have a higher degree of market price observability and a lesser degree of judgment used in measuring fair value. It is reasonably possible that change in values of these instruments will occur in the near term and that such changes could materially affect amounts reported in these financial statements. For more information on the fair value of the Town's financial instruments, see Note 2 for further detail.

## F. Accounts Receivable

### *Government-Wide and Fund Financial Statements*

The recognition of revenue related to accounts receivable reported in the government-wide financial statements and the proprietary funds and fiduciary funds financial statements are reported under the accrual basis of accounting. The recognition of revenue related to accounts receivable reported in the governmental funds financial statements are reported under the modified accrual basis of accounting.

### ***Real Estate Taxes, Personal Property Taxes and Tax Liens***

Real estate and personal property taxes are levied and based on values assessed on January 1<sup>st</sup> of every year. Assessed values are established by the Board of Assessor's for 100% of the estimated fair market value. Taxes are due on August 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup> and May 1<sup>st</sup> and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the year of the levy.

Real estate receivables are secured via the tax lien process and are considered 100% collectible. Accordingly, an allowance for uncollectibles is not reported.

Personal property taxes cannot be secured through the lien process. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

### ***Motor Vehicle Excise***

Motor vehicle excise taxes are assessed annually for each vehicle registered in the Town and are recorded as receivables in the year of the levy. The Commonwealth is responsible for reporting the number of vehicles registered and the fair values of those vehicles. The tax calculation is the fair value of the vehicle multiplied by \$25 per \$1,000 of value.

The allowance for uncollectibles is estimated based on historical trends and specific account analysis.

### ***Water & Sewer***

User fees are levied monthly based on individual meter readings and are subject to penalties and interest if they are not paid by the respective due date. Water and Sewer liens are processed annually and included as a lien on the property owner's tax bill. Water and Sewer charges and liens are recorded as receivables in the year of the levy.

Since the receivables are secured via the lien process, these accounts are considered fully collectible and therefore do not report an allowance for uncollectibles.

### ***Departmental and Other***

Departmental and other receivables consist primarily of police and fire details and parking tickets and are recorded as receivables in the year accrued. The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

### ***Intergovernmental***

Various federal and state grants for operating and capital purposes are applied for and received annually. For non-expenditure driven grants, receivables are recorded as soon as all eligibility requirements imposed by the

provider have been met. For expenditure driven grants, receivables are recorded when the qualifying expenditures are incurred and all other grant requirements are met.

These receivables are considered 100% collectible and therefore do not report an allowance for uncollectibles.

### ***Loans***

The Department of Community and Economic Development administers loan programs that provide housing assistance to residents and capital needs assistance for small businesses. Upon issuance, a receivable is recorded for the principal amount of the loan.

The allowance of uncollectibles is estimated based on historical trends and specific account analysis.

### **G. Inventories**

#### *Government-Wide and Fund Financial Statements*

Inventories are recorded as expenditures at the time of purchase. Such inventories are not material in total to the government-wide and fund financial statements, and therefore are not reported.

### **H. Restricted Assets**

Certain assets of the enterprise fund are classified as restricted if their use is restricted by contract covenants.

### **I. Deferred Outflows/Inflows of Resources**

#### *Government-Wide Financial Statements (Net Position)*

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

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

#### *Governmental Fund Financial Statements*

In addition to liabilities, the governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents assets that have not been recorded in the governmental fund financial statements but the revenue is not available and so will *not* be recognized as an inflow of resources (revenue) until it becomes available. The Town has recorded unavailable revenue as deferred inflows of resources in the governmental funds balance sheet.

J. Capital Assets

*Government-Wide and Proprietary Fund Financial Statements*

Capital assets, which include land, land improvements, buildings, machinery and equipment, and infrastructure (e.g., roads, water mains, sewer mains, and similar items), are reported in the applicable governmental or business-type activity column of the government-wide financial statements, and the proprietary fund financial statements. Capital assets are recorded at historical cost, or at estimated historical cost, if actual historical cost is not available. Donated capital assets; donated works of art; historical treasures and similar assets; and capital assets received in service concession arrangements are recorded at acquisition value. Except for the capital assets of the governmental activities column in the government-wide financial statements, construction period interest is capitalized on constructed capital assets.

All purchases and construction costing more than \$60,000 and having a useful life of greater than one year are capitalized.

Capital assets (excluding land) are depreciated on a straight-line basis. The estimated useful lives of capital assets are as follows:

<u>Capital Asset Type</u>	<u>Estimated Useful Life (in years)</u>
Land improvements.....	5-50
Buildings.....	5-50
Machinery and equipment.....	3-20
Infrastructure.....	10-75

The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend asset lives are not capitalized and are treated as expenses when incurred. Improvements are capitalized.

*Governmental Fund Financial Statements*

Capital asset costs are recorded as expenditures in the acquiring fund in the year of the purchase.

K. Interfund Receivables and Payables

During the course of its operations, transactions occur between and within individual funds that may result in amounts owed between funds.

*Government-Wide Financial Statements*

Transactions of a buyer/seller nature between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of net position as "internal balances".

The general fund has provided a long-term interest free loan to the golf enterprise fund and these balances are included in the statement of net position as "internal balances".

*Fund Financial Statements*

Transactions of a buyer/seller nature between and within funds are *not* eliminated from the individual fund statements. Receivables and payables resulting from these transactions are classified as “Due from other funds” or “Due to other funds” on the balance sheet.

The general fund has provided a long-term interest free loan to the golf enterprise fund and these balances are included in the fund statements as “Due from other funds” or “Due to other funds”.

L. Interfund Transfers

During the course of its operations, resources are permanently reallocated between and within funds. These transactions are reported as transfers in and transfers out.

*Government-Wide Financial Statements*

Transfers between and within governmental funds and internal service funds are eliminated from the governmental activities in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the statement of activities as “Transfers, net”.

*Fund Financial Statements*

Transfers between and within funds are *not* eliminated from the individual fund statements and are reported as transfers in and transfers out.

M. Unearned and Unavailable Revenue

Unearned revenue at the government-wide and fund financial statement level represents resources that have been received, but not yet earned.

Unavailable revenue at the governmental fund financial statement level represents billed receivables that do not meet the available criterion in accordance with the current financial resources measurement focus and the modified accrual basis of accounting. Unavailable revenue is recognized as revenue in the conversion to the government-wide (full accrual) financial statements. As of June 30, 2018, unavailable revenue consisted of taxes billed not yet received and grant awards related to expenditure driven grants in which the grant requirements have not been met.

N. Net Position and Fund Equity*Government-Wide Financial Statements (Net Position)*

Net position is reported as restricted when amounts that are not available for appropriation or are legally restricted by outside parties for a specific future use.

Net position has been “restricted for” the following:

“Loans” represents community development outstanding loans receivable balances.

“Permanent funds - expendable” represents amounts held in trust for which the expenditures are restricted by various trust agreements.

“Permanent funds - nonexpendable” represents amounts held in trust for which only investment earnings may be expended.

“Other purposes” represents amounts restricted by outside sources for specific purposes.

Sometimes the Town will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Town’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

#### *Fund Financial Statements (Fund Balances)*

Governmental fund balances are classified as nonspendable, restricted, committed, assigned, or unassigned based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

The governmental fund balance classifications are as follows:

“Nonspendable” fund balance includes amounts that cannot be spent because they are either not in spendable form or they are legally or contractually required to be maintained intact.

“Restricted” fund balance includes amounts subject to constraints placed on the use of resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or that are imposed by law through constitutional provisions or enabling legislation.

“Committed” fund balance includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government’s highest level of decision-making authority. Town Meeting is the highest level of decision making authority that can commit funds for a specific purpose. Once voted, the limitation imposed by the vote remains in place until the funds are used for their intended purpose or a vote is taken to rescind the commitment.

“Assigned” fund balance includes amounts that are constrained by the Town’s intent to be used for specific purposes, but are neither restricted nor committed. The Comptroller has the authority to assign fund balance. Funds are assigned when the Town has an obligation to purchase goods or services from the current years’ appropriation.

“Unassigned” fund balance includes the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, or assigned to specific purposes within the general fund.

Sometimes the Town will fund outlays for a particular purpose from different components of fund balance. In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balances in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. When different components of fund balance can be used for the same purpose, it is the Town’s policy to consider restricted fund balance to have been depleted first, followed by committed fund balance, and assigned fund balance. Unassigned fund balance is applied last.

### O. Long-term debt

#### *Government-Wide and Proprietary Fund Financial Statements*

Long-term debt is reported as liabilities in the government-wide and proprietary fund statement of net position. Material 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 material bond premium or discount.

#### *Governmental Fund Financial Statements*

The face amount of governmental funds long-term debt is reported as other financing sources. Bond premiums and discounts, as well as issuance costs, are recognized in the current period. Bond premiums are reported as other financing sources and bond discounts are reported as other financing uses. Issuance costs, whether or not withheld from the actual bond proceeds received, are reported as general government expenditures.

### P. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of both the Brookline Contributory Retirement System ("System") and the Massachusetts Teachers Retirement System and additions to/deductions from the System's fiduciary net position have been determined on the same basis as they are reported by the Systems. 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. Investment Income

Excluding the permanent funds, investment income derived from major and nonmajor governmental funds is legally assigned to the general fund unless otherwise directed by Massachusetts General Law (MGL).

The golf, water and sewer enterprise funds and the internal service funds retain their investment income.

### R. Compensated Absences

Employees are granted vacation and sick leave in varying amounts based on collective bargaining agreements, state laws and executive policies.

#### *Government-Wide and Proprietary Fund Financial Statements*

Vested or accumulated vacation and sick leave are reported as liabilities and expensed as incurred.

#### *Governmental Fund Financial Statements*

Vested or accumulated vacation and sick leave, which will be liquidated with expendable available financial resources, are reported as expenditures and fund liabilities.

### S. Use of Estimates

#### *Government-Wide and Fund Financial Statements*

The preparation of basic financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure for contingent assets

and liabilities at the date of the basic financial statements and the reported amounts of the revenues and expenditures/expenses during the year. Actual results could vary from estimates that were used.

#### T. Individual Fund Deficits

At year-end, several individual fund deficits exist in the Special Revenue and Capital Projects Funds that will be funded through grants, available fund balances, and bond proceeds.

#### U. Total Column

##### *Government-Wide Financial Statements*

The total column presented on the government-wide financial statements represents consolidated financial information.

##### *Fund Financial Statements*

The total column on the fund financial statements is presented only to facilitate financial analysis. Data in this column is not the equivalent of consolidated financial information.

## **NOTE 2 - CASH AND INVESTMENTS**

A cash and investment pool is maintained that is available for use by all funds. Each fund type's portion of this pool is displayed on the balance sheet as "Cash and Cash Equivalents". The deposits and investments of the pension trust fund and the other postemployment benefits trust fund are held separately from those of other funds.

For the general fund, statutes authorize the investment in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's Investment Pool (Pool). Trust fund investments are subject to the Town's investment policies which are described further in this note. In addition, there are various restrictions limiting the amount and length of deposits and investments.

The Pool meets the criteria of an external investment pool. The Pool is administered by the Massachusetts Municipal Depository Trust (MMDT), which was established by the Treasurer of the Commonwealth who serves as Trustee. The fair value of the position in the Pool is the same as the value of the Pool shares.

#### Custodial Credit Risk – Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. At year-end, the carrying amount of deposits totaled \$74,897,940 and the bank balance totaled \$76,834,448. Of the bank balance, \$763,272 was covered by Federal Depository Insurance, \$46,758,094 was covered by the Depositors Insurance Fund, and \$29,313,082 was exposed to custodial credit risk because it was uninsured and uncollateralized.

The Town's cash and cash equivalents consist of \$74,850,544 in deposits and \$31,835,362 in cash equivalents. These cash and cash equivalents are reported in both the primary government and the fiduciary funds. Those amounts totaled \$104,195,284 and \$2,538,018 respectively. The fiduciary amount includes OPEB Fund cash of \$275,248, which is blended with the Pension Trust Fund. See investments below for amounts designated as cash equivalents.

At December 31, 2017, the carrying amount of deposits for the Retirement System totaled \$4,739,649 and the bank balance totaled \$5,378,928. The entire bank balance of the System was covered by Federal Depository Insurance.

The Retirement System's cash and cash equivalents consist of \$5,073,432 in deposits.

### Investments

The Town of Brookline had the following investments, including cash equivalents classified as investments, at June 30, 2018:

<u>Investment Type</u>	<u>Fair value</u>	<u>Maturities</u>		
		<u>Under 1 Year</u>	<u>1-5 Years</u>	<u>6-10 Years</u>
<u>Debt securities:</u>				
Government sponsored enterprises.....	\$ 4,713,474	\$ 829,994	\$ 3,883,453	\$ 27
Total debt securities.....	4,713,474	\$ 829,994	\$ 3,883,453	\$ 27
<u>Other investments:</u>				
Equity securities.....	\$ 4,627,912			
Equity mutual funds.....	4,327,729			
Money market mutual funds .....	624,649			
Pension Reserve Investment Trust (OPEB).....	45,760,961			
MMDT - Cash portfolio.....	31,210,713			
Total investments.....	\$ 91,265,438			
Total investments per above.....	\$ 91,265,438			
Less: cash equivalents.....	(31,835,362)			
Total investments.....	\$ 59,430,076			

The Town's investments are reported in both the primary government and the fiduciary funds. Those amounts total \$8,971,420 and \$50,458,656 respectively. The OPEB investments are included in the fiduciary figure and are blended with the Pension Trust Fund.

As of December 31, 2017, the Retirement System had the following investments:

<u>Other investments:</u>	
Equity mutual funds.....	\$ 239,638,009
Alternative investments.....	10,191,767
Bond mutual funds.....	31,139,401
Real estate.....	18,756,246
Money market mutual funds.....	333,783
Pension Reserve Investment Trust (PRIT).....	4,219,524
Total investments.....	\$ 304,278,730

### Custodial Credit Risk – Town Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Town will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Of the Town's investments, \$4,713,474 in Government Sponsored Enterprises, and \$4,627,912 in Equity Securities, the Town has a total custodial credit risk exposure of \$9,341,386 because the related securities are uninsured, unregistered and held by the counterparty.

The Town has an investment policy for custodial credit risk that states; 1) a maximum of 70% of the Town’s portfolio can be in equity securities and further that any one security can make up only 5% of the Town’s portfolio, 2) a maximum of 50% of the Town’s portfolio can be in fixed income securities, 3) a maximum of 20% of the Town’s portfolio can be in cash. The policy also states that there are no limits or restrictions with respect to U.S. Government Securities and that the minimum rating of bonds shall be investment grade.

Interest Rate Risk – Town Investments

In investments other than the general fund, the Town’s formal investment policy limits the selection of investments to the prudent investor rule, which states that the trustee should exercise reasonable care, skill, and caution. The Town contracts with an investment manager who assists the Town in managing the investment exposure to fair value losses arising from increasing interest rates.

The Town participates in MMDT, which maintains a cash portfolio and short-term bond fund with combined average maturities of approximately 3 months.

Credit Risk – Town Investments

The Town has adopted a formal policy related to credit risk. At June 30, 2018 the Town’s debt securities were rated as follows:

<u>Quality Rating</u>	<u>Government Sponsored Enterprises</u>
AAA.....	\$ <u><u>4,713,474</u></u>

Custodial Credit Risk – Retirement System Investments

For an investment, this is the risk that, in the event of a failure by the counterparty, the Retirement System will not be able to recover the value of its investments or collateral security that are in the possession of an outside party. The System does not have any investments subject to custodial credit risk.

The Retirement System has an investment policy for custodial credit risk that states the Retirement System is willing to accept a level of market risk consistent with moderate interim volatility without sacrificing the potential for long-term real growth of assets. To accomplish this goal the Retirement System will utilize extensive diversification to minimize company and industry specific risks while avoiding extreme levels of volatility that could adversely affect the Retirement Systems’ participants. All decisions regarding the System’s investment policies are voted on by the Retirement Board.

Interest Rate Risk – Retirement System

The Retirement System has a formal investment policy that establishes the objectives and constraints that govern the investment of the Retirement System’s assets. The Retirement System’s assets are structured to provide growth from capital gains and income, while maintaining sufficient liquidity to meet beneficiary payments. When managing assets the Retirement System at all times must be in accordance with the provisions of the Public Employee Retirement Administration Commission (PERAC), the Employee Retirement Income Security Act (ERISA) and Department of Labor regulations.

The System participates in PRIT. The effective weighted duration rate for PRIT investments ranged from 0.15 to 16.31 years.

Concentration of Credit Risk

The Town limits the amount that may be invested in any one issuer to 5% of the total investments. At June 30, 2018, the Town does not have any investments that exceed the 5% threshold.

The Retirement System limits the amount that may be invested in any one issuer to 5% of the total investments. At December 31, 2017, the Retirement System does not have any investments that exceed the 5% threshold.

Fair Market Value of Investments

The Town holds investments that are measured at fair value on a recurring basis. Because investing is not a core part of the Town's mission, the Town determines that the disclosures related to these investments only need to be disaggregated by major type. The Town chooses a tabular format for disclosing the levels within the fair value hierarchy.

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

The Town has the following recurring fair value measurements as of June 30, 2018:

Investment Type	June 30, 2018	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<b>Investments measured at fair value:</b>				
<u>Debt securities:</u>				
Government sponsored enterprises.....	\$ 4,713,474	\$ 4,713,474	\$ -	\$ -
<u>Other investments:</u>				
Equity securities.....	4,627,912	4,627,912	-	-
Equity mutual funds.....	4,327,729	4,327,729	-	-
Money market mutual funds.....	624,649	624,649	-	-
Total other investments.....	9,580,290	9,580,290	-	-
Total investments measured at fair value.....	14,293,764	\$ 14,293,764	\$ -	\$ -
<b>Investments measured at amortized cost:</b>				
MMDT - Cash portfolio.....	31,210,713			
<b>Investments measured at net asset value:</b>				
Pension Reserve Investment Trust (OPEB).....	45,760,961			
Total investments.....	\$ 91,265,438			

Government sponsored enterprises, equity securities, equity mutual funds, and money market mutual funds classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities.

PRIT Investments are valued using the net asset value method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIT is administered by the Pension Reserves Investment Management Board (PRIM). The fair values of the positions in each investment Pool are the same as the value of each Pool's shares. The Town does not have the ability to control any of the investment decisions relative to its funds in PRIT.

MMDT investments are valued at amortized cost. Under the amortized cost method, an investment is valued initially at its cost and adjusted for the amount of interest income accrued each day over the term of the investment to account for any difference between the initial cost and the amount payable at its maturity. If amortized cost is determined not to approximate fair value, the value of the portfolio securities will be determined under procedures established by the Advisor.

**Retirement System**

The System significant amounts of investments that are measured at fair value on a recurring basis. Because investing is a key part of the plan's activities, the plan shows greater disaggregation in its disclosures. The plan chooses a tabular format for disclosing the levels within the fair value hierarchy.

The System categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. See NOTE 13 for schedules that breakdown the Pension and OPEB Trust figures. This schedule includes only Pension Trust investments.

The System has the following recurring fair value measurements as of December 31, 2017:

Investment Type	December 31, 2017	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
<b>Investments measured at fair value:</b>				
<u>Debt securities:</u>				
Bond mutual funds.....	\$ 31,139,401	\$ 31,139,401	\$ -	\$ -
<u>Other investments:</u>				
Equity mutual funds.....	239,638,009	239,638,009	-	-
Alternative investments.....	10,191,767	-	-	10,191,767
Real estate.....	18,756,246	-	-	18,756,246
Money market mutual funds.....	333,783	333,783	-	-
Total other investments.....	268,919,805	239,971,792	-	28,948,013
Total investments measured at fair value.....	300,059,206	\$ 271,111,193	\$ -	\$ 28,948,013
<b>Investments measured at net asset value:</b>				
Pension Reserve Investment Trust (PRIT).....	4,219,524			
Total investments.....	\$ 304,278,730			

Bond mutual funds, equity mutual funds, and money market mutual funds classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Alternative investments, and real

estate classified in level 3 are valued using either a discounted cash flow or market comparable companies technique.

PRIT Investments are valued using the net asset value (NAV) method. This investment pool was established by the Treasurer of the Commonwealth of Massachusetts, who serves as Trustee. PRIT is administered by the Pension Reserves Investment Management Board (PRIM). The fair values of the positions in each investment Pool are the same as the value of each Pool's shares. The System does not have the ability to control any of the investment decisions relative to its funds in PRIT.

### NOTE 3 – RECEIVABLES

At June 30, 2018, receivables for the individual major governmental funds and non-major internal service, and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Gross Amount	Allowance for Uncollectibles	Net Amount
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 4,485,053	\$ -	\$ 4,485,053
Tax liens.....	1,781,339	-	1,781,339
Motor vehicle and other excise taxes.....	555,806	(271,216)	284,590
User charges.....	131,270	-	131,270
Departmental and other.....	7,995,709	(2,918,705)	5,077,004
Intergovernmental - other.....	14,293,101	-	14,293,101
Loans.....	3,417	-	3,417
Total.....	<u>\$ 29,245,695</u>	<u>\$ (3,189,921)</u>	<u>\$ 26,055,774</u>

At June 30, 2018, receivables for the water and sewer enterprise fund totaled \$8,157,705. The amount is considered fully collectible.

Governmental funds report *deferred inflows of resources* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period.

At the end of the current year, the various components of *deferred inflows of resources* reported in the governmental funds were as follows:

	General Fund	Other Governmental Funds	Total
<u>Receivables:</u>			
Real estate and personal property taxes.....	\$ 3,982,079	\$ -	\$ 3,982,079
Tax liens.....	1,648,389	-	1,648,389
Motor vehicle and other excise taxes.....	284,590	-	284,590
User charges.....	131,270	-	131,270
Departmental and other.....	5,006,258	70,746	5,077,004
Intergovernmental - other.....	1,692,000	5,075,474	6,767,474
<u>Other Asset Type</u>			
Due from other funds.....	100,000	-	100,000
Total.....	<u>\$ 12,844,586</u>	<u>\$ 5,146,220</u>	<u>\$ 17,990,806</u>

**NOTE 4 – CAPITAL ASSETS**

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

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
<u>Capital assets not being depreciated:</u>				
Land.....	\$ 874,873	\$ -	\$ -	\$ 874,873
Construction in progress.....	43,172,241	53,389,319	-	96,561,560
Total capital assets not being depreciated.....	<u>44,047,114</u>	<u>53,389,319</u>	<u>-</u>	<u>97,436,433</u>
<u>Capital assets being depreciated:</u>				
Land improvements.....	36,793,191	5,193,185	-	41,986,376
Buildings.....	313,790,905	22,592,995	-	336,383,900
Machinery and equipment.....	34,950,117	4,479,307	-	39,429,424
Infrastructure.....	49,856,916	1,782,143	-	51,639,059
Total capital assets being depreciated.....	<u>435,391,129</u>	<u>34,047,630</u>	<u>-</u>	<u>469,438,759</u>
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(17,102,173)	(2,323,831)	-	(19,426,004)
Buildings.....	(135,651,445)	(9,035,401)	-	(144,686,846)
Machinery and equipment.....	(23,564,724)	(2,209,004)	-	(25,773,728)
Infrastructure.....	(22,700,427)	(2,139,859)	-	(24,840,286)
Total accumulated depreciation.....	<u>(199,018,769)</u>	<u>(15,708,095)</u>	<u>-</u>	<u>(214,726,864)</u>
Total capital assets being depreciated, net.....	<u>236,372,360</u>	<u>18,339,535</u>	<u>-</u>	<u>254,711,895</u>
Total governmental activities capital assets, net.....	<u>\$ 280,419,474</u>	<u>\$ 71,728,854</u>	<u>\$ -</u>	<u>\$ 352,148,328</u>
	Beginning Balance	Increases	Decreases	Ending Balance
<b>Water and Sewer:</b>				
Land improvements.....	\$ 201,230	\$ -	\$ -	\$ 201,230
Buildings.....	2,810,328	-	-	2,810,328
Machinery and equipment.....	2,851,424	551,466	-	3,402,890
Infrastructure.....	78,773,460	680,033	-	79,453,493
Total capital assets being depreciated.....	<u>84,636,442</u>	<u>1,231,499</u>	<u>-</u>	<u>85,867,941</u>
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(99,339)	(6,574)	-	(105,913)
Buildings.....	(1,434,016)	(68,049)	-	(1,502,065)
Machinery and equipment.....	(2,053,992)	(279,470)	-	(2,333,462)
Infrastructure.....	(22,997,042)	(1,476,262)	-	(24,473,304)
Total accumulated depreciation.....	<u>(26,584,389)</u>	<u>(1,830,355)</u>	<u>-</u>	<u>(28,414,744)</u>
Total water and sewer activities capital assets, net....	<u>\$ 58,052,053</u>	<u>\$ (598,856)</u>	<u>\$ -</u>	<u>\$ 57,453,197</u>

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Golf Course Activities:</b>				
Land improvements.....	\$ 2,888,222	\$ -	\$ -	\$ 2,888,222
Buildings.....	2,028,007	-	-	2,028,007
Machinery and equipment.....	143,930	-	-	143,930
 Total capital assets being depreciated.....	 5,060,159	 -	 -	 5,060,159
<u>Less accumulated depreciation for:</u>				
Land improvements.....	(973,137)	(203,958)	-	(1,177,095)
Buildings.....	(783,635)	(84,454)	-	(868,089)
Machinery and equipment.....	(143,930)	-	-	(143,930)
 Total accumulated depreciation.....	 (1,900,702)	 (288,412)	 -	 (2,189,114)
 Total golf course activities capital assets, net.....	 \$ 3,159,457	 \$ (288,412)	 \$ -	 \$ 2,871,045

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

**Governmental Activities:**

General government.....	\$ 1,712,678
Public safety.....	1,446,611
Education.....	6,156,025
Public works.....	4,797,253
Human services.....	550,319
Culture and recreation.....	1,045,209
 Total depreciation expense - governmental activities.....	 \$ 15,708,095

**Business-Type Activities:**

Water and sewer.....	\$ 1,830,355
Golf course.....	288,412
 Total depreciation expense - business-type activities.....	 \$ 2,118,767

**NOTE 5 - INTERFUND TRANSFERS**

Interfund transfers for the year ended June 30, 2018, are summarized as follows:

Transfers Out:	Transfers In:			
	General fund	Capital Article fund	Nonmajor governmental funds	Total
General fund.....	\$ -	\$ 9,129,198	\$ 576,803	\$ 9,706,001
Devotion school renovation.....	-	282,724	-	282,724
Nonmajor governmental funds.....	559,729	161,040	42,201	762,970
Capital article fund.....	101,309	-	-	101,309
Water & Sewer enterprise fund.....	2,233,725	-	-	2,233,725
Golf enterprise fund.....	129,991	-	-	129,991
<b>Total.....</b>	<b>\$ 3,024,754</b>	<b>\$ 9,572,962</b>	<b>\$ 619,004</b>	<b>\$ 13,216,720</b>

Transfers represent amounts voted to fund the 2018 operating budget and indirect costs transfers from the enterprise funds.

**NOTE 6 - SHORT-TERM FINANCING**

Short-term debt may be authorized and issued to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

Short-term loans are general obligations and carry maturity dates that are limited by statute. Interest expenditures and expenses for short-term borrowings are accounted for in the general fund and enterprise funds, respectively.

Details related to the short-term debt activity for the year ended June 30, 2018, are as follows:

Type	Purpose	Rate (%)	Due Date	Balance at June 30, 2017	Renewed/ Issued	Retired/ Redeemed	Balance at June 30, 2018
<b>Governmental Funds:</b>							
BAN	Municipal Purpose.....	2.50%	03/29/19	\$ -	\$ 16,400,000	\$ -	\$ 16,400,000
BAN	Municipal Purpose.....	2.50%	03/29/19	-	1,850,000	-	1,850,000
Total Governmental Funds.....				\$ -	\$ 18,250,000	\$ -	\$ 18,250,000

**NOTE 7 - LONG-TERM DEBT**

Under the provisions of Chapter 44, Section 10, Municipal Law authorizes indebtedness up to a limit of 5% of the equalized valuation. Debt issued in accordance with this section of the law is designated as being "inside the debt limit". In addition, however, debt may be authorized in excess of that limit for specific purposes. Such debt, when issued, is designated as being "outside the debt limit".

The Town issued \$43,985,000 of new general obligation bonds which was recognized in the governmental funds, and \$660,000 which was recognized in the water & sewer enterprise fund.

In previous years, certain Governmental general obligation bonds were defeased by placing the proceeds of refunding bonds in an irrevocable trust to provide for all future debt service payments on the refunded bonds. Accordingly, the trust account's assets and liabilities for the defeased bonds are not included in the basic financial statements. At June 30, 2018, \$3,250,000 of Governmental bonds outstanding from the advance refunding are considered defeased.

Details related to the Town's outstanding indebtedness and debt service requirements are as follows:

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2018
<i>Inside Debt Limit</i>				
Schools.....	2043	\$ 37,891,000	2.00-5.00	\$ 25,088,000
General Government.....	2031	55,458,968	2.00-5.00	<u>27,186,000</u>
Sub-total.....				<u>52,274,000</u>
<i>Outside Debt Limit</i>				
Schools.....	2042	52,760,000	2.00-5.00	76,191,000
General Government.....	2033	4,265,000	2.00-4.00	<u>3,695,000</u>
Sub-total.....				<u>79,886,000</u>
Total Bonds Payable.....				132,160,000
Add: Unamortized premium on bonds.....				<u>7,162,260</u>
Total Bonds Payable, net.....				<u>\$ 139,322,260</u>

Project	Maturities Through	Original Loan Amount	Interest Rate (%)	Outstanding at June 30, 2018
<i>Inside Debt Limit</i>				
Golf Course Fund.....	2036	\$ 2,249,000	2.00-5.00	\$ 1,235,000
Water Fund.....	2028	3,408,600	0.00-5.00	1,350,000
Sewer Fund.....	2026	12,406,900	0.00-5.00	<u>4,580,756</u>
Total Bonds Payable.....				7,165,756
Add: Unamortized premium on bonds.....				<u>75,822</u>
Total Bonds Payable, net.....				<u><u>\$ 7,241,578</u></u>

Debt service requirements for principal and interest for governmental bonds payable are as follows:

Year	Principal	Interest	Total
2019.....	\$ 10,195,000	\$ 4,977,931	\$ 15,172,931
2020.....	9,820,000	4,642,811	14,462,811
2021.....	8,360,000	4,286,911	12,646,911
2022.....	8,400,000	3,926,937	12,326,937
2023.....	7,745,000	3,575,985	11,320,985
2024.....	7,285,000	3,255,974	10,540,974
2025.....	6,940,000	2,965,449	9,905,449
2026.....	6,270,000	2,680,811	8,950,811
2027.....	5,785,000	2,411,443	8,196,443
2028.....	5,675,000	2,157,419	7,832,419
2029.....	4,725,000	1,930,243	6,655,243
2030.....	4,595,000	1,733,193	6,328,193
2031.....	4,675,000	1,523,603	6,198,603
2032.....	4,005,000	1,370,444	5,375,444
2033.....	3,540,000	1,247,782	4,787,782
2034.....	3,345,000	1,136,512	4,481,512
2035.....	3,410,000	1,030,515	4,440,515
2036.....	3,475,000	921,685	4,396,685
2037.....	3,545,000	809,972	4,354,972
2038.....	3,615,000	693,512	4,308,512
2039.....	3,690,000	575,675	4,265,675
2040.....	3,765,000	453,788	4,218,788
2041.....	3,850,000	324,074	4,174,074
2042.....	3,350,000	190,750	3,540,750
2043.....	<u>2,100,000</u>	<u>73,500</u>	<u>2,173,500</u>
Total.....	\$ <u><u>132,160,000</u></u>	\$ <u><u>48,896,919</u></u>	\$ <u><u>181,056,919</u></u>

Debt service requirements for principal and interest for enterprise fund bonds and notes payable are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019.....	\$ 1,591,378	\$ 230,249	\$ 1,821,627
2020.....	1,461,378	182,188	1,643,566
2021.....	891,000	142,137	1,033,137
2022.....	656,000	109,337	765,337
2023.....	556,000	85,637	641,637
2024.....	506,000	66,764	572,764
2025.....	406,000	49,863	455,863
2026.....	356,000	35,908	391,908
2027.....	246,000	23,444	269,444
2028.....	151,000	15,412	166,412
2029.....	85,000	12,174	97,174
2030.....	55,000	8,961	63,961
2031.....	55,000	6,605	61,605
2032.....	40,000	4,731	44,731
2033.....	30,000	3,500	33,500
2034.....	30,000	2,552	32,552
2035.....	30,000	1,600	31,600
2036.....	20,000	652	20,652
Total.....	\$ <u>7,165,756</u>	\$ <u>981,714</u>	\$ <u>8,147,470</u>

The Commonwealth has approved school construction assistance to the Town. The assistance program, which is administered by the Massachusetts School Building Authority, provides resources for future debt service of general obligation school bonds outstanding. During 2018, \$557,000 of such assistance was received for reimbursement. Approximately \$1,861,000 will be received in future years. Of this amount, \$169,000 represents reimbursement of long-term interest costs, and \$1,692,000 represents reimbursement of approved construction costs. Accordingly, a \$1,692,000 intergovernmental receivable and corresponding deferred inflow of resources has been reported in governmental fund financial statements. The deferred inflows of resources have been recognized as revenue in the conversion to the government-wide financial statements.

Beginning in 2005, the Commonwealth changed the method for funding the school building assistance program. Under the new program, the assistance is paid to support construction costs and reduce the total debt service of the Town. Through the end of 2018, the Town has received capital grant proceeds totaling \$14.9 million from the MSBA, which is equal to 38.3% of approved construction costs submitted for reimbursement. The Town anticipates receiving an additional \$6.9 million of grant proceeds related to 2018. Accordingly, a \$6.9 million intergovernmental receivable and corresponding deferred inflow of resources – unavailable revenue has been reported in the governmental fund financial statements. The unavailable revenue has been recognized as revenue in the conversion to the government-wide financial statements.

The Town is subject to various debt limits by statute and may issue additional general obligation debt under the normal debt limit. At June 30, 2018, the Town had the following authorized and unissued debt:

Purpose	Amount
Brookline High School Renovation.....	\$ 186,800,000
Devotion School.....	38,500,000
School Building Envelope/Fenestration Repairs.....	770,000
Traffic Circulation, Pedestrian & Bicycle Crossing Imp.....	1,200,000
Wastewater System Improvements.....	1,000,000
Carlton Street Footbridge.....	1,000,000
Golf Course Improvements.....	765,000
Water System Improvements.....	300,000
Roof Replacements (Various Buildings).....	350,000
Sewer Projects.....	265
<b>Total.....</b>	<b>\$ 230,685,265</b>

**Changes in Long-term Liabilities**

During the year ended June 30, 2018, the following changes occurred in long-term liabilities:

	Beginning Balance	Bonds and Notes Issued	Bonds and Notes Redeemed	Other Increases	Other Decreases	Ending Balance	Due Within One Year
<b>Governmental Activities:</b>							
Long-term bonds payable.....	\$ 97,842,500	\$ 43,325,000	\$ (9,007,500)	\$ -	\$ -	\$ 132,160,000	\$ 10,195,000
Add: Unamortized premium on bonds..	4,732,353	-	-	2,957,661	(527,754)	7,162,260	760,480
Total bonds payable.....	102,574,853	43,325,000	(9,007,500)	2,957,661	(527,754)	139,322,260	10,955,480
Landfill closure.....	4,100,000	-	-	-	(1,355,000)	2,745,000	1,945,000
Compensated absences.....	8,223,609	-	-	5,976,314	(6,181,448)	8,018,475	5,984,837
Workers' compensation.....	3,904,000	-	-	-	(1,118,000)	2,786,000	334,320
Net pension liability.....	215,110,812	-	-	-	(6,410,103)	208,700,709	-
Other postemployment benefits.....	240,338,938	-	-	9,013,668	-	249,352,606	-
Total governmental activity long-term liabilities.....	\$ 574,252,212	\$ 43,325,000	\$ (9,007,500)	\$ 17,947,643	\$ (15,592,305)	\$ 610,925,050	\$ 19,219,637
<b>Business-Type Activities:</b>							
Long-term bonds payable.....	\$ 8,379,197	\$ 660,000	\$ (1,873,441)	\$ -	\$ -	\$ 7,165,756	\$ 1,591,378
Add: Unamortized premium on bonds..	79,025	-	-	-	(3,203)	75,822	2,491
Total bonds payable.....	8,458,222	660,000	(1,873,441)	-	(3,203)	7,241,578	1,593,869
Compensated absences.....	384,202	-	-	318,009	(291,945)	410,266	311,198
Net pension liability.....	4,832,225	-	-	-	(264,816)	4,567,409	-
Other postemployment benefits.....	4,954,936	-	-	185,830	-	5,140,766	-
Total business-type activity long-term liabilities.....	\$ 18,629,585	\$ 660,000	\$ (1,873,441)	\$ 503,839	\$ (559,964)	\$ 17,360,019	\$ 1,905,067

Internal service funds predominantly serve the governmental funds. Accordingly, the internal service fund's long-term liabilities are included as part of the governmental activities totals above. At year end, \$2,786,000 of internal service fund accrued liabilities is included above. Except for the amounts related to the internal service funds and a portion of the bonds, the governmental activities long-term liabilities are generally liquidated by the general fund.

**NOTE 8 – GOVERNMENTAL FUND BALANCE CLASSIFICATIONS**

The Town has implemented GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54). The intention of GASB 54 is to provide a more structured classification of fund balance and to improve the usefulness of fund balance reporting to the users of the Town's financial statements.

The reporting standard establishes a hierarchy for fund balance classifications and the constraints imposed on the uses of those resources.

GASB 54 provides for two major types of fund balances, which are nonspendable and spendable. Nonspendable fund balances are balances that cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal (corpus) of an endowment fund. The Town has reported principal portions of endowment funds as nonspendable.

In addition to the nonspendable fund balance, GASB 54 has provided a hierarchy of spendable fund balances, based on a hierarchy of spending constraints.

- **Restricted:** fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- **Committed:** fund balances that contain self-imposed constraints of the government from its highest level of decision making authority.
- **Assigned:** fund balances that contain self-imposed constraints of the government to be used for a particular purpose.
- **Unassigned:** fund balance of the general fund that is not constrained for any particular purpose.

The Town has classified its fund balances with the following hierarchy:

	General	Devotion School Renovation	Capital Article Fund	Nonmajor Governmental Funds	Total Governmental Funds
Fund Balances:					
Nonspendable:					
Permanent fund principal.....	\$ -	\$ -	\$ -	\$ 1,842,016	\$ 1,842,016
Restricted for:					
Housing trust funds.....	-	-	-	4,770,005	4,770,005
Parking meter fund.....	-	-	-	3,243,041	3,243,041
Revolving funds.....	-	-	-	2,659,398	2,659,398
Trust funds.....	-	-	-	1,632	1,632
Federal grant funds.....	-	-	-	253,954	253,954
Gift and grant funds.....	-	-	-	2,334,799	2,334,799
Sale of cemetery lots/graves.....	-	-	-	567,128	567,128
Sale of municipal property.....	-	-	-	80,000	80,000
Other special revenue funds.....	-	-	-	5,846,366	5,846,366
Cemetery perpetual care.....	-	-	-	186,371	186,371
Library permanent fund.....	-	-	-	4,494,265	4,494,265
Other permanent funds.....	-	-	-	603,120	603,120
Committed to:					
Articles and continuing appropriations:					
Revenue financed capital article major fund.....	-	-	11,438,296	-	11,438,296
Debt financed school capital projects.....	-	-	-	2,369	2,369
Debt financed town capital projects.....	-	6,505,830	-	-	6,505,830
Assigned to:					
Encumbrances:					
General government.....	302,696	-	-	-	302,696
Public safety.....	813,004	-	-	-	813,004
Education.....	385,984	-	-	-	385,984
Public works.....	516,867	-	-	-	516,867
Human services.....	15,639	-	-	-	15,639
Leisure services.....	17,300	-	-	-	17,300
Employee benefits.....	437,682	-	-	-	437,682
Free cash used for subsequent year budget.....	8,498,192	-	-	-	8,498,192
Unassigned.....	24,727,247	-	-	(6,484,854)	18,242,393
<b>Total Fund Balances.....</b>	<b>\$ 35,714,611</b>	<b>\$ 6,505,830</b>	<b>\$ 11,438,296</b>	<b>\$ 20,399,610</b>	<b>\$ 74,058,347</b>

**NOTE 9 – STABILIZATION FUND**

Massachusetts General Law Ch.40 §5B allows for the establishment of Stabilization funds for one or more different purposes. The creation of a fund requires a two-thirds vote of the legislative body and must clearly define the purpose of the fund. Any change to the purpose of the fund along with any additions to or appropriations from the fund requires a two-thirds vote of the legislative body.

At year-end, the balance of the General Stabilization Fund is \$6,322,876 and is reported as unassigned fund balance within the General Fund. The fund earned \$59,628 of investment income during 2018. The stabilization fund balance can be used for general and/or capital purposes upon Town Meeting approval.

**NOTE 10 – RISK FINANCING**

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance.

The Town is self-insured for its workers’ compensation, unemployment and municipal building insurance activities. These activities are accounted for in the internal service fund where revenues are recorded when earned and expenses are recorded when the liability is incurred. Any incurred but not reported liability related to unemployment and municipal building insurance is deemed immaterial and is therefore not recorded.

*Workers’ Compensation* - Claims are administered by a third party administrator and are funded on a pay-as-you-go basis from annual appropriations. The Town purchases individual stop loss insurance for claims in excess of the coverage provided by the Town in the amount of \$800,000. The estimated future workers’ compensation liability is based on history and injury type.

At June 30, 2018, the amount of the liability for workers’ compensation claims totaled \$2,786,000. Changes in the reported liability since July 1, 2016, are as follows:

	Balance at Beginning of Year	Current Year Claims and Changes in Estimate	Claims Payments	Balance at Year-End	Current Portion
2017.....	\$ 2,937,000	\$ 2,944,422	\$ (1,977,422)	\$ 3,904,000	\$ 429,440
2018.....	3,904,000	1,039,035	(2,157,035)	2,786,000	334,320

**NOTE 11 - PENSION PLAN**

*Plan Descriptions*

The Town is a member of the Brookline Contributory Retirement System (System), a cost-sharing multiple-employer defined benefit pension plan covering eligible employees of the 2 member units. The System is administered by five board members (Board) on behalf of all current employees and retirees except for current teachers and retired teachers. Chapter 32 of the MGL assigns authority to establish and amend benefit provisions of the plan. The System is a component unit and is reported as a pension trust fund in the fiduciary fund financial statements.

The Town is a member of the Massachusetts Teachers’ Retirement System (MTRS), a cost-sharing multi-employer defined benefit plan. MTRS is managed by the Commonwealth of Massachusetts (Commonwealth) on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor and is responsible for 100% of the contributions and future benefit requirements of the MTRS. The MTRS covers

certified teachers in cities (except Boston), towns, regional school districts, charter schools, educational collaboratives and Quincy College. The MTRS is part of the Commonwealth’s reporting entity and the audited financial report may be obtained by visiting <http://www.mass.gov/osc/publications-and-reports/financial-reports/>.

*Special Funding Situation*

The Commonwealth is a nonemployer contributor and is required by statute to make 100% of all actuarially determined employer contributions on behalf of the Town to the MTRS. Therefore, the Town is considered to be in a special funding situation as defined by GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* and the Commonwealth is a nonemployer contributor in MTRS. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. The total of the Commonwealth provided contributions have been allocated based on each employer’s covered payroll to the total covered payroll of employers in MTRS as of the measurement date of June 30, 2018. The Town’s portion of the collective pension expense, contributed by the Commonwealth, of \$26,914,741 is reported in the general fund as intergovernmental revenue and pension benefits in the current fiscal year. The portion of the Commonwealth’s collective net pension liability associated with the Town is \$257,870,942 as of the measurement date.

*Benefits Provided*

Both Systems provide retirement, disability, survivor and death benefits to plan members and beneficiaries. Massachusetts Contributory Retirement System benefits are, with certain minor exceptions, uniform from system to system. The Systems provide retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For persons who became members on or after April 2, 2012, average salary is the average annual rate of regular compensation received during the five consecutive years that produce the highest average, or, if greater, during the last five years (whether or not consecutive) preceding retirement. Benefit payments are based upon a member's age, length of creditable service, level of compensation, and group classification. Members become vested after ten years of creditable service. There were no reported changes in pension benefits as of December 31, 2017.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. Survivor benefits are extended to eligible beneficiaries of members whose death occurs prior to or following retirement.

Cost-of-living adjustments granted between 1981 and 1997 and any increase in other benefits imposed by the Commonwealth’s state law during those years are borne by the Commonwealth and are deposited into the pension fund. Cost-of-living adjustments granted after 1997 must be approved by the Board and are borne by the System.

At December 31, 2017, the System membership consists of the following:

Active members.....	1,318
Inactive members.....	1,596
Retirees and beneficiaries currently receiving benefits.....	<u>898</u>
Total.....	<u><u>3,812</u></u>

*Contributions*

Chapter 32 of the MGL governs the contributions of plan members and member units. Active plan members are required to contribute at rates ranging from 5% to 9% of gross regular compensation with an additional 2% contribution required for compensation exceeding \$30,000. The percentage rate is keyed to the date upon which an employee's membership commences. The member units are required to pay into the BCRS a legislatively mandated actuarial determined contribution that is apportioned among the employers based on active current payroll. The total member units' contribution for the year ended December 31, 2017, was \$21,885,829, 29.84% of covered payroll, actuarially determined as an amount that, when combined with plan member contributions, is expected to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The Town's proportionate share of the required contribution was \$21,129,395 which equaled its actual contribution. The Town made an additional contribution of \$32,675.

*Pension Liabilities*

The components of the net pension liability of the participating member units at June 30, 2018 were as follows:

Total pension liability.....	\$	529,689,269
Total pension plan's fiduciary net position.....		<u>(309,115,939)</u>
Total net pension liability.....	\$	<u><u>220,573,330</u></u>
The pension plan's fiduciary net position as		
a percentage of the total pension liability.....		58.36%

At June 30, 2018, the Town reported a liability of \$213,268,118 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2018. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members. At December 31, 2017, the Town's proportion was 96.69%, and at December 31, 2016, the Town's proportion was 96.85%.

*Pension Expense*

For the year ended June 30, 2018, the Town recognized pension expense of \$6,971,225. At June 30, 2018, the Town reported deferred outflows of resources related to pensions of \$18,302,738 and deferred inflows of resources related to pensions of \$11,697,833.

The balances of deferred outflows and inflows at June 30, 2018, for the Town are as follows:

Deferred Category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Differences between expected and actual experience.....	\$ 291,154	\$ (4,689,138)	\$ (4,397,984)
Difference between projected and actual earnings.....	-	(6,693,922)	(6,693,922)
Changes in assumptions.....	17,826,031	-	17,826,031
Changes in proportion and proportionate share of contributions.....	<u>185,553</u>	<u>(314,773)</u>	<u>(129,220)</u>
Total deferred outflows/(inflows) of resources.....	<u>\$ 18,302,738</u>	<u>\$ (11,697,833)</u>	<u>\$ 6,604,905</u>

The deferred outflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2019.....	\$ 8,180,730
2020.....	2,568,538
2021.....	(828,836)
2022.....	<u>(3,315,527)</u>
	<u>\$ 6,604,905</u>

*Noncontributory Retirement Allowance* – The Town pays the entire retirement allowance for certain retirees who are eligible for noncontributory benefits and are not members of the Retirement System. The general fund expenditures for 2018 totaled approximately \$85,173.

*Actuarial Assumptions* - The total pension liability in the January 1, 2018, actuarial valuation was determined using the following actuarial assumptions:

Valuation date.....	1/1/2018
Actuarial cost method.....	Entry Age Normal Cost Method.
Amortization method - UAAL.....	Appropriation increasing at 7.85% per year.
Remaining amortization period.....	As of July 1, 2017, 12 years
Asset valuation method.....	The difference between the expected return and the actual investment return on a market value basis is recognized over a five year period. Asset value is adjusted, if necessary to be within 20% of the market value.
Investment rate of return.....	7.20%, net of pension plan investment expense, including inflation.
Discount rate.....	7.20%
Inflation rate.....	3.50%
Projected salary increases.....	4.50% for Groups 1 and 2 and 4.75% for Group 4
Cost of living adjustments.....	3% of the first \$13,000 of the annual retirement allowance.
Mortality rates.....	<i>Pre-Retirement:</i> RP-2014 Blue Collar Employee Mortality Table projected generationally using Scale MP-2017 (previously, RP-2000 Employee Mortality Table projected generationally from 2009 using Scale BB2D).  <i>Health Retiree:</i> RP-2014 Blue Collar Healthy Annuitant Mortality Table projected generationally using Scale MP-2017 (previously, RP-2000 Healthy Annuitant Mortality Table projected generationally from 2009 using Scale BB2D).  <i>Disabled Retiree:</i> RP-2014 Blue Collar Healthy Annuitant Mortality Table set forward one year projected generationally using Scale MP-2017 (previously, RP-2000 Healthy Annuitant Mortality Table projected generationally from 2015 using Scale BB2D).

*Investment policy*

The pension plan's policy in regard to the allocation of invested assets is established and may be amended by the Board. Plan assets are managed on a total return basis with a long-term objective of achieving and maintaining a fully funded status for the benefits provided through the pension plan.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan 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.

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of January 1, 2018 are summarized in the following table:

Asset Class	Long-Term Expected Asset Allocation	Long-Term Expected Real Rate of Return
Global equity		
Developed International equities.....	31.00%	7.11%
Emerging international equities.....	2.00%	9.41%
Core fixed income		
Core bonds.....	10.00%	1.68%
Domestic equity.....	34.00%	6.15%
Private equity.....	10.00%	10.28%
Real estate.....	10.00%	4.90%
Commodities.....	3.00%	4.71%
Total.....	100.00%	

*Rate of return*

For the year ended December 31, 2017, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 15.41%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

*Discount rate*

The discount rate used to measure the total pension liability was 7.20%, previously 7.40%. The projection of cash flows used to determine the discount rate assumed plan member contributions will be made at the current contribution rate and that contributions will be made at rates equal to the actuarially determined contribution rate. 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 plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the net pension liability to changes in the discount rate*

The following table presents the net pension liability, calculated using the discount rate of 7.20%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.20%) or 1-percentage-point higher (8.20%) than the current rate.

	December 31, 2017 Measurement Date		
	1% Decrease (6.2%)	Current Discount (7.20%)	1% Increase (8.2%)
The Town's proportionate share of the net pension liability.....	\$ 271,380,657	\$ 213,268,118	\$ 164,459,031

**NOTE 12 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

*Plan Description* - The Town of Brookline administers a single-employer defined benefit healthcare plan (Plan). The Plan provides lifetime healthcare and life insurance for eligible retirees and their spouses through the Town’s group health insurance plan, which covers both active and retired members. Chapter 32b of the MGL assigns authority to establish and amend benefit provisions of the plan. Benefit provisions are negotiated between the Town and the unions representing Town employees and are renegotiated each bargaining period. The Plan does not issue a publicly available financial report.

*Funding Policy* - Contribution requirements are also negotiated between the Town and union representatives. The required contribution is based on a pay-as-you-go financing requirement. For 2018, the Town contributes 83% of the cost of current-year premiums for healthcare for eligible retired plan members and their spouses and 75% of current-year premiums for life insurance for eligible plan members. For the year ended June 30, 2018, the Town’s average contribution rate was 29.74% of covered-employee payroll.

The Commonwealth of Massachusetts passed special legislation that has allowed the Town to establish a postemployment benefit trust fund and to enable the Town to raise taxes necessary to begin prefunding its OPEB liabilities. The Town has named the Retirement System as Trustees of the OPEB Fund. The majority of assets are invested in the Pension Reserves Investment Trust (PRIT) Fund. The PRIT Fund is subject to oversight by the Pension Reserves Investment Management Board (PRIM) Board. A nine member Board of Trustees governs the PRIM Board.

During 2018, the Town pre-funded future OPEB liabilities totaling approximately \$4,480,080 by contributing funds to the Other Postemployment Benefit Fund in excess of the pay-as-you-go required contribution. These funds are reported within the Fiduciary Funds financial statements. As of June 30, 2018, the balance of this fund totaled \$46.0 million. The Town’s policy is to fund contributions annually from the operating budget and to incrementally increase the contributions by at least \$250,000 per year until funding the total ARC.

***GASB Statement #74 – OPEB Plan Financial Reporting***

*Measurement Date* – GASB #74 requires the net OPEB liability to be measured as of the OPEB Plan’s most recent fiscal year-end. Accordingly, the net OPEB liability was measured as of June 30, 2018, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2016.

*Employees Covered by Benefit Terms* – The following table represents the Plan’s membership at June 30, 2016:

Active members.....	1,525
Inactive members currently receiving benefits.....	<u>1,666</u>
Total.....	<u><u>3,191</u></u>

*Components of OPEB Liability* – The following table represents the components of the Plan’s OPEB liability as of June 30, 2018:

Total OPEB liability.....	\$ 308,768,609
Less: OPEB plan’s fiduciary net position.....	<u>(46,036,209)</u>
Net OPEB liability.....	<u>\$ 262,732,400</u>
The OPEB plan’s fiduciary net position as a percentage of the total OPEB liability.....	14.91%

*Significant Actuarial Methods and Assumptions* – The total OPEB liability in the June 30, 2016, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified, that was updated to June 30, 2018, to be in accordance with GASB Statement #74:

Valuation date.....	June 30, 2016
Actuarial cost method.....	Entry Age Normal
Amortization method - UAAL....	Level percent of payroll
Asset valuation method.....	Market value
Investment rate of return.....	7.40%, net of pension plan investment expense, including inflation.
Healthcare cost trend rate.....	Medical and Prescription Drug: 8.50% decreasing by 0.05% for 7 years to an ultimate level of 5.00%. Medicare Part B Premium: 5.00%. Contributions: Retiree contributions are expected to increase with medical trend.
Discount rate.....	7.40%
Inflation rate.....	3.50%
Projected salary increases.....	4.50% for Group 1 (excluding teachers) and Group 2 employees. 4.75% for Group 4 employees. Service related increases for teachers: 7.50% decreasing over 20 years to an ultimate level of 4.00%.

Mortality rates..... Pre-Retirement (Non-Teachers): RP-2000 Healthy Employee Mortality Table projected generationally with Scale BB2D from 2009.

Healthy (Non-Teachers): RP-2000 Healthy Annuitant Mortality Table projected generationally with Scale BB2D from 2009.

Disabled (Non-Teachers): RP-2000 Healthy Annuitant Mortality Table projected generationally with Scale BB2D from 2015.

Pre-Retirement (Teachers): RP-2014 Employee Mortality Table projected generationally with Scale BB2D from 2015.

Healthy (Teachers): RP-2014 Healthy Annuitant Mortality Table projected generationally with Scale BB2D from 2014.

Disabled (Teachers): RP-2014 Healthy Annuitant Mortality Table set forward 4 years projected generationally with Scale BB2D from 2014.

*Rate of return* – For the year ended June 30, 2018, the annual money-weighted rate of return on investments, net of investment expense, was 9.40%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.<sup>1</sup>

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These returns are combined to produce the long-term expected rate of return of by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and subtracting expected investment expenses and a risk margin. The target allocation as of June 30, 2018, and projected arithmetic real rates of return for each major class, after deducting inflation, but before investment expenses, used in the derivation of the long-term expected investment rate of return assumptions are summarized below:

Asset Class	Long-Term Expected Asset Allocation	Long-Term Expected Real Rate of Return
Global equity		
Developed International equities.....	15.50%	7.11%
Emerging international equities.....	6.00%	9.41%
Core fixed income		
Core bonds.....	12.00%	1.68%
Value added fixed income		
High-yield bonds.....	10.00%	4.13%
Domestic equity.....	17.50%	6.15%
Private equity.....	12.00%	10.28%
Real estate.....	10.00%	4.90%
Commodities.....	4.00%	4.71%
Hedge fund, GTAA, Risk parity.....	13.00%	3.94%
Total.....	100.00%	

*Discount rate* – The discount rate used to measure the total OPEB liability was 7.4% as of June 30, 2018, which did not change from the rate used at June 30, 2016. The projection of cash flows used to determine the discount rate assumed that contributions will be made in accordance with the Plan’s funding policy. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to be sufficient to make all projected benefit payments to current plan members.

*Sensitivity of the Net OPEB Liability to Changes in the Discount Rate* – The following table presents the net other postemployment benefit liability and service cost, calculated using the discount rate of 7.40%, as well as what the net other postemployment benefit liability and service cost would be if it were calculated using a discount rate that is 1-percentage-point lower (6.40%) or 1-percentage-point higher (8.40%) than the current rate.

	1% Decrease (6.40%)	Current Discount Rate (7.40%)	1% Increase (8.40%)
Net OPEB liability.....	\$ 306,117,291	\$ 262,732,400	\$ 227,260,178

*Sensitivity of the Net OPEB Liability to Changes in the Healthcare Trend* – The following table presents the net other postemployment benefit liability and service cost, calculated using the current healthcare trend rate of 8.5%, as well as what the net other postemployment benefit liability and service cost would be if it were calculated using a healthcare trend rate that is 1-percentage-point lower or 1-percentage-point higher.

	1% Decrease (7.50%)	Current Trend (8.50%)	1% Increase (9.50%)
Net OPEB liability.....	\$ 218,087,860	\$ 262,732,400	\$ 319,212,322

*Changes of Assumptions* – None.

*Changes in Plan Provisions* – None.

**GASB Statement #75 – OPEB Employer Financial Reporting**

*Summary of Significant Accounting Policies* – For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest-earning investment contracts (repurchase agreements) that have a maturity at the time of purchase of one year or less, which are reported at cost.

*Measurement Date* – GASB Statement #75 requires the net OPEB liability to be measured as of a date no earlier than the end of the employer’s prior fiscal year and no later than the end of the employer’s current fiscal year, consistently applied from period to period. Accordingly, the net OPEB liability was measured as of June 30, 2017, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2016.

*Plan Membership* – The following table represents the Plan’s membership at June 30, 2016:

Active members.....	1,525
Inactive employees or beneficiaries currently receiving benefits.....	<u>1,666</u>
 Total.....	 <u><u>3,191</u></u>

*Significant Actuarial Methods and Assumptions* – The total OPEB liability in the June 30, 2016, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified, that was updated to June 30, 2017, to be in accordance with GASB Statement #75:

Valuation date.....	June 30, 2016
Actuarial cost method.....	Entry Age Normal
Amortization method - UAAL.....	Level percent of payroll
Asset valuation method.....	Market value
Investment rate of return.....	7.40%, net of pension plan investment expense, including inflation.
Healthcare cost trend rate.....	Medical and Prescription Drug: 8.50% decreasing by 0.05% for 7 years to an ultimate level of 5.00%. Medicare Part B Premium: 5.00%. Contributions: Retiree contributions are expected to increase with medical trend.
Discount rate.....	7.40%
Inflation rate.....	3.50%
Projected salary increases.....	4.50% for Group 1 (excluding teachers) and Group 2 employees. 4.75% for Group 4 employees. Service related increases for teachers: 7.50% decreasing over 20 years to an ultimate level of 4.00%.
Mortality rates.....	Pre-Retirement (Non-Teachers): RP-2000 Healthy Employee Mortality Table projected generationally with Scale BB2D from 2009.  Healthy (Non-Teachers): RP-2000 Healthy Annuitant Mortality Table projected generationally with Scale BB2D from 2009.  Disabled (Non-Teachers): RP-2000 Healthy Annuitant Mortality Table projected generationally with Scale BB2D from 2015.  Pre-Retirement (Teachers): RP-2014 Employee Mortality Table projected generationally with Scale BB2D from 2015.  Healthy (Teachers): RP-2014 Healthy Annuitant Mortality Table projected generationally with Scale BB2D from 2014.  Disabled (Teachers): RP-2014 Healthy Annuitant Mortality Table set forward 4 years projected generationally with Scale BB2D from 2014.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) are developed for each major asset class. These returns are combined to produce the long-term expected rate of return of by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and subtracting expected investment expenses and a risk margin. The target allocation as of June 30, 2018, and projected arithmetic real rates of return for each major class, after deducting inflation, but before investment expenses, used in the derivation of the long-term expected investment rate of return assumptions are summarized below:

Asset Class	Long-Term Expected Asset Allocation	Long-Term Expected Real Rate of Return
Global equity		
Developed International equities.....	16.00%	7.40%
Emerging international equities.....	6.00%	9.42%
Core fixed income		
Core bonds.....	12.00%	2.02%
Value added fixed income		
High-yield bonds.....	10.00%	4.43%
Domestic Equity.....	18.00%	6.44%
Private equity.....	11.00%	10.47%
Real estate.....	10.00%	5.00%
Commodities.....	4.00%	4.43%
Hedge fund, GTAA, Risk parity.....	13.00%	3.75%
Total.....	100.00%	

*Discount rate* – The discount rate used to measure the total OPEB liability was 7.40% as of June 30, 2018, which did not change from the rate used as of June 30, 2016. The projection of cash flows used to determine the discount rate assumed that contributions will be made in accordance with the Plan’s funding policy. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to be insufficient to make all projected benefit payments to current plan members.

#### *Changes in the Net OPEB Liability*

	Increase (Decrease)		
	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a) - (b)
Balances at June 30, 2016.....	\$ 275,310,262	\$ 30,016,389	\$ 245,293,873
Changes for the year:			
Service cost.....	7,834,451	-	7,834,451
Interest.....	20,535,436	-	20,535,436
Contributions - employer.....	-	15,257,359	(15,257,359)
Net investment income.....	-	3,913,029	(3,913,029)
Benefit payments.....	(11,482,521)	(11,482,521)	-
Net change.....	16,887,366	7,687,867	9,199,499
Balances at June 30, 2017.....	\$ 292,197,628	\$ 37,704,256	\$ 254,493,372

*Sensitivity of the Net OPEB Liability to Changes in the Discount Rate* – The following table presents the net other postemployment benefit liability, calculated using the discount rate of 7.40%, as well as what the net other postemployment benefit liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.40%) or 1-percentage-point higher (8.40%) than the current discount rate.

	1% Decrease (6.40%)	Current Discount Rate (7.40%)	1% Increase (8.40%)
Net OPEB liability.....	\$ 295,816,292	\$ 254,493,372	\$ 220,709,646

*Sensitivity of the Net OPEB Liability to Changes in the Healthcare Cost Trend Rates* – The following table presents the net other postemployment benefit liability, calculated using the current healthcare trend rate of 5.00%, as well as what the net other postemployment benefit liability would be if it were calculated using a healthcare trend rate that is 1-percentage-point lower or 1-percentage-point higher.

	1% Decrease (7.50%)	Current Trend (8.50%)	1% Increase (9.50%)
Net OPEB liability.....	\$ 214,424,822	\$ 254,493,372	\$ 304,975,843

*OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB* – For the year ended June 30, 2017, the GASB Statement #75 measurement date, the Town recognized OPEB expense of \$25,698,576. At June 30, 2017, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

Deferred Category	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
Net difference between projected and actual earnings on OPEB investments.....	\$ -	\$ 1,241,715	\$ 1,241,715

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Measurement date year ended June 30:

2019.....	\$ 310,429
2020.....	310,429
2021.....	310,429
2022.....	<u>310,428</u>
	<u>\$ 1,241,715</u>

*Changes of Assumptions* – None.

*Changes in Plan Provisions* – None.

**NOTE 13 – FINANCIAL STATEMENTS FOR INDIVIDUAL PENSION AND OTHER POSTEMPLOYMENT BENEFIT TRUST FUNDS**

GAAP requires that all Pension and Other Postemployment Trust Funds be combined and presented in one column in the Fiduciary Funds financial statements and that the individual financial statements for each trust fund plan are reported in the notes to the financial statements. Provided below are the individual financial statements for the pension and OPEB plans that are included in the Fiduciary Funds as Pension and Other Postemployment Benefit Trust Funds.

	Pension Trust Fund (as of December 31, 2017)	Other Postemployment Benefit Trust Fund	Total Pension and Other Postemployment Benefit Trust Funds
<b>ASSETS</b>			
Cash and cash equivalents.....	\$ 5,073,432	\$ 275,248	\$ 5,348,680
Investments:			
Other investments.....	303,944,947	45,760,961	349,705,908
Receivables, net of allowance for uncollectibles:			
Departmental and other.....	109,436	-	109,436
<b>TOTAL ASSETS.....</b>	<b>309,127,815</b>	<b>46,036,209</b>	<b>355,164,024</b>
<b>LIABILITIES</b>			
Warrants payable.....	11,876	-	11,876
<b>TOTAL LIABILITIES.....</b>	<b>11,876</b>	<b>-</b>	<b>11,876</b>
<b>NET POSITION</b>			
Restricted for pensions.....	309,115,939	-	309,115,939
Restricted for other postemployment benefits.....	-	46,036,209	46,036,209
<b>TOTAL NET POSITION.....</b>	<b>\$ 309,115,939</b>	<b>\$ 46,036,209</b>	<b>\$ 355,152,148</b>

	Pension Trust Fund (as of December 31, 2017)	Other Postemployment Benefit Trust Fund	Total Pension and Other Postemployment Benefit Trust Funds
<b>ADDITIONS:</b>			
Contributions:			
Employer contributions.....	\$ 21,885,829	\$ 4,480,080	\$ 26,365,909
Employer contributions for other postemployment benefit payments.....	-	12,699,732	12,699,732
Member contributions.....	7,403,134	-	7,403,134
Transfers from other systems.....	1,264,143	-	1,264,143
Intergovernmental.....	193,159	-	193,159
<b>Total contributions.....</b>	<b>30,746,265</b>	<b>17,179,812</b>	<b>47,926,077</b>
Net investment income:			
Investment income.....	39,063,733	3,857,373	42,921,106
Less: investment expense.....	(1,728,482)	-	(1,728,482)
<b>Net investment income (loss).....</b>	<b>37,335,251</b>	<b>3,857,373</b>	<b>41,192,624</b>
<b>TOTAL ADDITIONS.....</b>	<b>68,081,516</b>	<b>21,037,185</b>	<b>89,118,701</b>
<b>DEDUCTIONS:</b>			
Administration.....	477,128	5,500	482,628
Transfers to other systems.....	2,103,000	-	2,103,000
Retirement benefits and refunds.....	30,274,500	-	30,274,500
Other postemployment benefit payments.....	-	12,699,732	12,699,732
<b>TOTAL DEDUCTIONS.....</b>	<b>32,854,628</b>	<b>12,705,232</b>	<b>45,559,860</b>
<b>NET INCREASE (DECREASE) IN NET POSITION.....</b>	<b>35,226,888</b>	<b>8,331,953</b>	<b>43,558,841</b>
<b>NET POSITION AT BEGINNING OF YEAR.....</b>	<b>273,889,051</b>	<b>37,704,256</b>	<b>311,593,307</b>
<b>NET POSITION AT END OF YEAR.....</b>	<b>\$ 309,115,939</b>	<b>\$ 46,036,209</b>	<b>\$ 355,152,148</b>

#### NOTE 14 - LANDFILL CLOSURE COSTS

State and federal laws and regulations require the Town to close its old landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site after closure. The Town operated a solid waste landfill that ceased operations in 1972. The Town has reflected \$2,745,000 as the estimate of the landfill closure and post-closure care liability at June 30, 2018. This amount is based on estimates of what it would cost to perform all future closure care. Actual costs may be higher due to inflation, changes in technology, or changes in regulations.

#### NOTE 15 - INTERFUND LOAN

On June 12, 2001, the General Fund issued an interest free note in the amount of \$500,000 to Putterham Meadows Golf Club Enterprise Fund to meet projected and capital expenses. The note is payable at \$25,000 per year, due on July 1 of each year. At June 30, 2018 the outstanding loan balance was \$100,000.

On August 7, 2012, the General Fund issued an interest free note in the amount of \$500,000 to Putterham Meadows Golf Club Enterprise Fund for the construction of a maintenance shed. The note is payable at \$25,000 per year, beginning in 2015. At June 30, 2018 the outstanding loan balance was \$375,000.

**NOTE 16 - COMMITMENTS**

The Town has entered into a long-term contract with Casella Waste Management of Massachusetts, Inc. to load, haul and dispose of municipal solid waste. The Town is charged a flat rate per ton that is subject to increase annually. There are no minimum tonnage requirements that the Town must comply with. The 2018 price was \$74.00 per ton and the 2019 price is currently \$76.00 per ton. The contract expires on June 30, 2020.

The Town entered into a long-term contract with Casella Waste Management of Massachusetts, Inc. to provide collection and processing of single stream recycling for the Town. The 2018 cost was \$1,175,149 for collection plus \$75 per ton processing fee minus the Average Commodity Rate (ACR) which was approximately \$75 per ton. The 2019 cost is currently \$1,201,590 for collection plus \$75 per ton processing minus the ACR which is approximately \$75 per ton. The contract expires on June 30, 2020.

The School Department has entered into an agreement with Eastern Bus Company, Inc. to provide for regular transportation. The 2018 cost was \$300,140 and the expected cost for 2019 is \$453,600. The contract expires on August 31, 2019, and may be extended annually through FY20.

The School Department has entered into an agreement with Eastern Bus Company, Inc. to provide for METCO transportation. The 2018 cost was \$376,385 and the expected cost for 2019 is \$379,130. The contract expires on August 31, 2018, and may be extended annually through FY20.

The School Department has also entered into an agreement with Y.C.N. Transportation, Inc., with specific details on ridership and routing yet to be finalized, to provide transportation for its special needs students. The 2018 cost was \$1,791,155 and the expected cost for 2019 is \$2,070,679. The contract expires on August 31, 2018, and may be extended annually through FY20.

The Town has entered into, or is planning to enter into, contracts totaling approximately \$230.7 million for renovations of the Devotion School, various Town and School building repairs, a fire maintenance facility, high school schematic design, Reservoir Park project, a wastewater system improvements, and various other building and construction projects.

**NOTE 17 - CONTINGENCIES**

The Town participates in a number of federal award programs. Although the grant programs have been audited in accordance with the provisions of the Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although it is expected such amounts, if any, to be immaterial.

Various legal actions and claims are pending. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, cannot be ascertained, management believes any resulting liability should not materially affect the financial position at June 30, 2018.

**NOTE 18 – SUBSEQUENT EVENTS**

Management has evaluated subsequent events through December 6, 2018, which is the date the financial statements were available to be issued.

**NOTE 19 – IMPLEMENTATION OF NEW GASB PRONOUNCEMENTS**

During 2018, the following GASB pronouncements were implemented:

- GASB Statement #75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The basic financial statements, related notes and required supplementary information were updated to be in compliance with this pronouncement.
- GASB Statement #81, *Irrevocable Split-Interest Agreements*. This pronouncement did not impact the basic financial statements.
- GASB Statement #85, *Omnibus 2017*. This pronouncement did not impact the basic financial statements.
- GASB Statement #86, *Certain Debt Extinguishment Issues*. This pronouncement did not impact the basic financial statements.

The following GASB pronouncements will be implemented in the future:

- The GASB issued Statement #83, *Certain Asset Retirement Obligations*, which is required to be implemented in 2019.
- The GASB issued Statement #84, *Fiduciary Activities*, which is required to be implemented in 2019.
- The GASB issued Statement #87, *Leases*, which is required to be implemented in 2021.
- The GASB issued Statement #88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, which is required to be implemented in 2019.
- The GASB issued Statement #89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, which is required to be implemented in 2021.
- The GASB issued Statement #90, *Majority Equity Interests – an amendment of GASB Statements #14 and #61*, which is required to be implemented in 2020.

Management is currently assessing the impact the implementation of these pronouncements will have on the basic financial statements.

**NOTE 20 – REVISION OF NET POSITION**

The beginning net position of governmental activities has been revised to reflect the implementation of GASB Statement #75. To reflect this change, the Town has recorded a net other postemployment liability, which has resulted in the revision of the June 30, 2017, balance of the governmental activities and business type activities by \$175,298,631 and \$3,217,261 respectively. Previously reported governmental activities net position of \$9,418,651 has been revised to negative \$165,879,981. Previously reported business-type activities net position of \$61,003,638 has been revised to \$57,793,624.

***Required Supplementary Information***

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**GENERAL FUND**  
**SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -**  
**BUDGET AND ACTUAL**

YEAR ENDED JUNE 30, 2018

	Budgeted Amounts			
	(A) Amounts Carried Forward From Prior Year	(B) Current Year Initial Budget	(A+B) Original Budget	
<b>REVENUES:</b>				
Real estate and personal property taxes, net of tax refunds.....	\$ -	\$ 209,553,365	\$ 209,553,365	\$ 209,648,227
Motor vehicle and other excise taxes.....	-	5,610,000	5,610,000	5,610,000
Hotel/motel tax.....	-	1,739,500	1,739,500	1,739,500
Meals tax.....	-	1,066,410	1,066,410	1,066,410
Charges for services.....	-	10,603,290	10,603,290	10,180,790
Penalties and interest on taxes.....	-	500,250	500,250	500,250
Payments in lieu of taxes.....	-	916,800	916,800	916,800
Licenses and permits.....	-	3,448,475	3,448,475	3,677,975
Fines and forfeitures.....	-	4,107,000	4,107,000	3,882,000
Intergovernmental - state aid.....	-	20,265,990	20,265,990	20,268,990
Departmental and other.....	-	1,284,300	1,284,300	1,699,300
Investment income.....	-	230,625	230,625	230,625
<b>TOTAL REVENUES.....</b>	<b>-</b>	<b>259,326,005</b>	<b>259,326,005</b>	<b>259,420,867</b>
<b>EXPENDITURES:</b>				
Current:				
General government.....	278,752	9,993,752	10,272,504	9,856,348
Public safety.....	507,553	39,509,530	40,017,083	40,375,832
Education.....	429,344	104,803,807	105,233,151	105,280,581
Public works.....	577,267	14,457,331	15,034,598	17,072,929
Human services.....	18,363	2,690,012	2,708,375	2,745,716
Leisure services.....	80,841	4,974,791	5,055,632	5,260,870
Pension benefits.....	-	21,499,185	21,499,185	21,499,185
Employee benefits.....	57,260	43,630,345	43,687,605	41,511,535
State and county charges.....	-	6,492,524	6,492,524	6,492,524
Debt service:				
Principal.....	-	9,031,750	9,031,750	9,031,750
Interest.....	-	3,734,442	3,734,442	3,734,442
<b>TOTAL EXPENDITURES.....</b>	<b>1,949,380</b>	<b>260,817,469</b>	<b>262,766,849</b>	<b>262,861,712</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES.....</b>	<b>(1,949,380)</b>	<b>(1,491,464)</b>	<b>(3,440,844)</b>	<b>(3,440,845)</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Proceeds from the sale of assets.....	-	-	-	-
Transfers in.....	-	2,843,447	2,843,447	2,843,447
Transfers out.....	-	(9,706,001)	(9,706,001)	(9,706,001)
<b>TOTAL OTHER FINANCING SOURCES (USES).....</b>	<b>-</b>	<b>(6,862,554)</b>	<b>(6,862,554)</b>	<b>(6,862,554)</b>
<b>NET CHANGE IN FUND BALANCE.....</b>	<b>(1,949,380)</b>	<b>(8,354,018)</b>	<b>(10,303,398)</b>	<b>(10,303,399)</b>
<b>BUDGETARY FUND BALANCE, Beginning of year.....</b>	<b>-</b>	<b>31,140,556</b>	<b>31,140,556</b>	<b>31,140,556</b>
<b>BUDGETARY FUND BALANCE, End of year.....</b>	<b>\$ (1,949,380)</b>	<b>\$ 22,786,538</b>	<b>\$ 20,837,158</b>	<b>\$ 20,837,157</b>

	Actual Budgetary Amounts	Amounts Carried Forward To Next Year	Variance to Final Budget
\$	210,510,723	\$ -	\$ 862,496
	6,544,129	-	934,129
	2,110,505	-	371,005
	1,200,334	-	133,924
	11,020,273	-	839,483
	644,554	-	144,304
	1,090,649	-	173,849
	7,573,319	-	3,895,344
	3,471,240	-	(410,760)
	20,271,635	-	2,645
	1,792,757	-	93,457
	617,261	-	386,636
	<u>266,847,379</u>	<u>-</u>	<u>7,426,512</u>
	9,419,244	302,696	134,408
	38,433,405	813,004	1,129,423
	105,218,208	385,984	(323,611)
	16,274,325	516,867	281,737
	2,613,189	15,639	116,888
	5,177,757	17,300	65,813
	21,519,358	-	(20,173)
	39,329,824	437,682	1,744,029
	6,480,817	-	11,707
	9,007,500	-	24,250
	<u>3,569,953</u>	<u>-</u>	<u>164,489</u>
	<u>257,043,580</u>	<u>2,489,172</u>	<u>3,328,960</u>
	<u>9,803,799</u>	<u>(2,489,172)</u>	<u>10,755,472</u>
	2,500	-	2,500
	3,024,754	-	181,307
	<u>(9,706,001)</u>	<u>-</u>	<u>-</u>
	<u>(6,678,747)</u>	<u>-</u>	<u>183,807</u>
	3,125,052	(2,489,172)	10,939,279
	<u>31,140,556</u>	<u>-</u>	<u>-</u>
\$	<u>34,265,608</u>	\$ <u>(2,489,172)</u>	\$ <u>10,939,279</u>

# ***Pension Plan Schedules – Retirement System***

The Pension Plan's Schedule of Changes in the Net Pension Liability presents multi-year trend information on the net pension liability and related ratios.

The Pension Plan's Schedule of Contributions presents multi-year trend information on the required and actual contributions to the pension plan and related ratios.

The Pension Plan's Schedule of Investment Return presents multi-year trend information on the money-weighted investment return on retirement assets, net of investment expense.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF CHANGES IN THE NET PENSION LIABILITY  
AND RELATED RATIOS  
BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM**

	December 31, 2014	December 31, 2015	December 31, 2016	December 31, 2017
<b>Total pension liability:</b>				
Service cost.....	\$ 9,255,303	\$ 9,579,238	\$ 10,619,644	\$ 11,007,819
Interest.....	32,675,994	33,783,255	35,531,295	36,743,979
Changes in benefit terms.....	-	-	-	-
Differences between expected and actual experience.....	-	1,204,511	-	(6,466,344)
Changes in assumptions.....	-	18,752,117	-	18,331,477
Benefit payments.....	<u>(27,308,052)</u>	<u>(28,063,973)</u>	<u>(29,382,812)</u>	<u>(30,920,200)</u>
Net change in total pension liability.....	14,623,245	35,255,148	16,768,127	28,696,731
Total pension liability - beginning.....	<u>434,346,018</u>	<u>448,969,263</u>	<u>484,224,411</u>	<u>500,992,538</u>
Total pension liability - ending (a).....	<u>\$ 448,969,263</u>	<u>\$ 484,224,411</u>	<u>\$ 500,992,538</u>	<u>\$ 529,689,269</u>
<b>Plan fiduciary net position:</b>				
Employer contributions.....	\$ 18,432,347	\$ 19,232,179	\$ 20,290,863	\$ 21,885,829
Member contributions.....	6,233,795	6,197,022	6,514,452	7,403,133
Net investment income (loss).....	14,475,566	1,734,820	20,418,899	37,335,254
Administrative expenses.....	(416,818)	(413,350)	(475,767)	(477,128)
Retirement benefits and refunds.....	<u>(27,308,052)</u>	<u>(28,063,973)</u>	<u>(29,382,812)</u>	<u>(30,920,200)</u>
Net increase (decrease) in fiduciary net position.....	11,416,838	(1,313,302)	17,365,635	35,226,888
Fiduciary net position - beginning of year.....	<u>246,419,880</u>	<u>257,836,718</u>	<u>256,523,416</u>	<u>273,889,051</u>
Fiduciary net position - end of year (b).....	<u>\$ 257,836,718</u>	<u>\$ 256,523,416</u>	<u>\$ 273,889,051</u>	<u>\$ 309,115,939</u>
<b>Net pension liability - ending (a)-(b).....</b>	<u>\$ 191,132,545</u>	<u>\$ 227,700,995</u>	<u>\$ 227,103,487</u>	<u>\$ 220,573,330</u>
Plan fiduciary net position as a percentage of the total pension liability.....	57.43%	52.98%	54.67%	58.36%
Covered payroll.....	\$ 64,829,168	\$ 67,587,462	\$ 70,417,269	\$ 73,332,427
Net pension liability as a percentage of covered payroll.....	294.82%	336.90%	322.51%	300.79%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF CONTRIBUTIONS  
BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM**

Year	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered- payroll	Contributions as a percentage of covered- payroll
December 31, 2017.....	\$ 21,853,154	\$ (21,885,829)	\$ (32,675)	\$ 73,332,427	29.84%
December 31, 2016.....	20,262,544	(20,290,863)	(28,319)	70,417,269	28.82%
December 31, 2015.....	19,206,203	(19,232,179)	(25,976)	67,587,462	28.46%
December 31, 2014.....	18,204,932	(18,432,347)	(227,415)	64,829,168	28.43%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF INVESTMENT RETURNS  
BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM**

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<u>Year</u>	<u>Annual money-weighted rate of return, net of investment expense</u>
December 31, 2017.....	14.51%
December 31, 2016.....	8.83%
December 31, 2015.....	1.43%
December 31, 2014.....	7.01%

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

# ***Pension Plan Schedules - Town***

The Schedule of the Town's Proportionate Share of the Net Pension Liability presents multi-year trend information on the Town's net pension liability and related ratios.

The Schedule of Town's Contributions presents multi-year trend information on the Town's required and actual contributions to the pension plan and related ratios.

The Schedule of the Special Funding Amounts of the Net Pension Liability for the Massachusetts Teachers Contributory Retirement System presents multi-year trend information on the liability and expense assumed by the Commonwealth of Massachusetts on behalf of the Town along with related ratios.

These schedules are intended to present information for ten years. Until a ten year trend is compiled, information is presented for those years for which information is available.

**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE  
OF THE NET PENSION LIABILITY  
BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM**

Year	Proportion of the net pension liability (asset)	Proportionate share of the net pension liability (asset)	Covered- payroll	Net pension liability as a percentage of covered- payroll	Plan fiduciary net position as a percentage of the total pension liability
December 31, 2017.....	96.69%	\$ 213,268,118	\$ 71,163,258	299.69%	58.36%
December 31, 2016.....	96.85%	219,943,037	68,135,389	322.80%	54.67%
December 31, 2015.....	96.92%	220,680,561	65,389,850	337.48%	52.98%
December 31, 2014.....	96.53%	184,493,444	62,892,101	293.35%	57.43%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE TOWN'S CONTRIBUTIONS  
BROOKLINE CONTRIBUTORY RETIREMENT SYSTEM**

Year	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered- payroll	Contributions as a percentage of covered- payroll
June 30, 2018.....	\$ 21,129,395	\$ (21,162,070)	\$ (32,675)	\$ 71,163,258	29.74%
June 30, 2017.....	\$ 19,623,677	\$ (19,651,996)	\$ (28,319)	68,135,389	28.84%
June 30, 2016.....	\$ 18,614,041	\$ (18,640,019)	\$ (25,978)	65,389,850	28.51%
June 30, 2018.....	\$ 17,572,573	\$ (17,799,988)	\$ (227,415)	62,892,101	28.30%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE SPECIAL FUNDING AMOUNTS  
OF THE NET PENSION LIABILITY  
MASSACHUSETTS TEACHERS' RETIREMENT SYSTEM**

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The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Therefore, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the associated collective net pension liability; the portion of the collective pension expense as both a revenue and pension expense recognized; and the Plan's fiduciary net position as a percentage of the total liability.

<u>Fiscal Year</u>	<u>Commonwealth's 100% Share of the Associated Net Pension Liability</u>	<u>Expense and Revenue Recognized for the Commonwealth's Support</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Liability</u>
2018.....	\$ 257,870,942	\$ 26,914,741	54.25%
2017.....	240,203,751	24,502,357	52.73%
2016.....	213,814,290	10,664,282	55.38%
2015.....	161,142,974	9,502,310	61.64%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

# ***Other Postemployment Benefit Plan Schedules***

The Schedule of Changes in the Town's Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan's total OPEB liability, changes in the Plan's net position, and ending net OPEB liability. It also demonstrates the Plan's net position as a percentage of the total liability and the Plan's net other postemployment benefit liability as a percentage of covered employee payroll.

The Schedule of the Town's Contributions presents multi-year trend information on the Town's actual contributions to the other postemployment benefit plan and related ratios.

The Schedule of Investment Return presents multi-year trend information on the money-weighted investment return on the Plan's other postemployment assets, net of investment expense.

**SCHEDULE OF CHANGES IN THE  
TOWN'S NET OPEB LIABILITY AND RELATED RATIOS  
OTHER POSTEMPLOYMENT BENEFIT PLAN**

	June 30, 2017	June 30, 2018
<b>Total OPEB Liability</b>		
Service Cost.....	\$ 7,834,451	\$ 7,550,831
Interest.....	20,535,436	21,719,882
Changes of benefit terms.....	-	-
Differences between expected and actual experience....	-	-
Changes of assumptions.....	-	-
Benefit payments.....	<u>(11,482,521)</u>	<u>(12,699,732)</u>
Net change in total OPEB liability.....	16,887,366	16,570,981
Total OPEB liability - beginning.....	<u>275,310,262</u>	<u>292,197,628</u>
Total OPEB liability - ending (a).....	<u>\$ 292,197,628</u>	<u>\$ 308,768,609</u>
<b>Plan fiduciary net position</b>		
Employer contributions.....	\$ 3,774,837	\$ 4,480,080
Employer contributions for OPEB payments.....	11,482,522	12,699,732
Net investment income.....	3,931,640	3,857,373
Benefit payments.....	(11,482,521)	(12,699,732)
Administrative expense.....	<u>(18,611)</u>	<u>(5,500)</u>
Net change in plan fiduciary net position.....	7,687,867	8,331,953
Plan fiduciary net position - beginning of year.....	<u>30,016,389</u>	<u>37,704,256</u>
Plan fiduciary net position - end of year (b).....	<u>\$ 37,704,256</u>	<u>\$ 46,036,209</u>
<b>Net OPEB liability - ending (a)-(b).....</b>	<u><b>\$ 254,493,372</b></u>	<u><b>\$ 262,732,400</b></u>
Plan fiduciary net position as a percentage of the total OPEB liability.....	12.90%	14.91%
Covered-employee payroll.....	\$ 163,493,255	\$ 169,013,707
Net OPEB liability as a percentage of covered-employee payroll.....	155.66%	155.45%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF THE TOWN'S CONTRIBUTIONS  
OTHER POSTEMPLOYMENT BENEFIT PLAN**

<u>Year</u>	<u>Actuarially determined contribution</u>	<u>Contributions in relation to the actuarially determined contribution</u>	<u>Contribution deficiency (excess)</u>	<u>Covered- employee payroll</u>	<u>Contributions as a percentage of covered- employee payroll</u>
June 30, 2018.....	\$ 21,333,975	\$ (17,179,812)	\$ 4,154,163	\$ 169,013,707	10.16%
June 30, 2017.....	20,434,161	(15,257,359)	5,176,802	163,493,255	9.33%

Note: this schedule is intended to present information for 10 years.  
Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**SCHEDULE OF INVESTMENT RETURNS**  
**OTHER POSTEMPLOYMENT BENEFIT PLAN**

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Year	Annual money-weighted rate of return, net of investment expense
June 30, 2018.....	9.40%
June 30, 2017.....	11.98%

Note: this schedule is intended to present information for 10 years. Until a 10-year trend is compiled, information is presented for those years for which information is available.

See notes to required supplementary information.

**NOTE A - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY****A. Budgetary Information**

Municipal Law requires the Town to adopt a balanced budget that is approved at the Annual Town Meeting. The Advisory Committee presents an annual budget to Town Meeting, which includes estimates of revenues and other financing sources and recommendations of expenditures and other financing uses. Expenditures are budgeted for each department by four major appropriation units, which are personal services, expenses, debt service and capital outlay that are mandated by Municipal Law. The Town Meeting, which has full authority to amend and/or reject the budget or any line item, adopts the expenditure budget by majority vote.

Amendments to the originally adopted budget and transfers between departments require the approval of Town Meeting. Transfers between appropriation units within a department (except for the School Department and Library) require the approval of the Town Administrator, and are subject to certain restrictions that may require authorization from the Board and Advisory Committee. Expenditures within the appropriation of the School Department are not restricted. Transfers between Library appropriation units require the approval of the Board of Library Trustees.

The majority of appropriations are non-continuing which lapse at the end of each year. Others are continuing appropriations for which the governing body has authorized that an unspent balance from a prior year be carried forward and made available for spending in the current year. These carry forwards are included as part of the subsequent year's original budget.

Generally, expenditures may not exceed the legal level of spending (salaries, expenses and capital) authorized for an appropriation account. However, the payment of debt service is statutorily required, regardless of whether such amounts are appropriated. Additionally, expenditures for disasters, natural or otherwise, and final judgments may exceed the level of spending authorized by two-thirds majority vote of Town Meeting.

An annual budget is adopted for the general fund in conformity with the guidelines described above. The original 2018 approved budget, including amounts carried forward from the prior years authorized approximately \$272.5 million in appropriations and other amounts to be raised. During 2018, Town Meeting approved appropriation increases totaling approximately \$95 thousand.

Funding for the current year budget comes from two primary sources: amounts raised in the current year and reserves accumulated over time (e.g. free cash and overlay). If the amount raised in the current year is less than the total amount appropriated, reserves are used to fund the difference. In 2018, the Town used \$8.4 million of free cash to balance the budget. These reserves are used to fund one-time expenses, primarily capital projects.

The Office of the Comptroller has the responsibility to ensure that budgetary control is maintained. Budgetary control is exercised through the accounting system.

**B. Budgetary - GAAP Reconciliation**

For budgetary financial reporting purposes, the Uniform Municipal Accounting System basis of accounting (established by the Commonwealth) is followed, which differs from the GAAP basis of accounting. A reconciliation of budgetary-basis to GAAP-basis results for the general fund for the year ended June 30, 2018, is presented below:

Net change in fund balance - budgetary basis.....	\$ 3,125,052
<u>Perspective differences:</u>	
Activity of the stabilization fund recorded in the general fund for GAAP.....	59,628
<u>Basis of accounting differences:</u>	
Net change in recording tax refunds payable.....	(1,201,000)
Net change in recording 60 day receipts.....	73,217
Net change in recording accrued expenditures.....	(34,730)
Recognition of revenue for on-behalf payments.....	26,915,000
Recognition of expenditures for on-behalf payments.....	<u>(26,915,000)</u>
Net change in fund balance - GAAP basis.....	<u>\$ 2,022,167</u>

**C. Appropriation Deficits**

During 2018, expenditures exceeded the budgeted appropriation for pension benefits related to the non-contributory pensions and education expenditures. These deficits will be funded through tax levy and available funds in 2019.

**NOTE B – PENSION PLAN**

***Brookline Contributory Retirement System Pension Plan Schedules***

A. Schedule of Changes in the Net Pension Liability and Related Ratios

The Schedule of Changes in the Net Pension Liability and Related Ratios includes the detailed changes in the systems total pension liability, changes in the systems net position, and the ending net pension liability. It also demonstrates the plan’s net position as a percentage of the total pension liability and the net pension liability as a percentage of covered payroll.

B. Schedule of Contributions

Governmental employers are required to pay an annual appropriation as established by PERAC. The total appropriation includes the amounts to pay the pension portion of each member’s retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the system’s funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The total appropriations are payable on July 1 and January 1. Employers may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual employer contributions may be less than the “total appropriation”. The pension fund appropriations are allocated amongst employers based on covered payroll.

C. Schedule of Investment Return

The money weighted rate of return is calculated as the internal rate of return on pension plan investments, net of pension plan investment expense. A money weighted rate of return expresses investment performance, net of pension plan investment expense, adjusted for the changing amounts actually invested. Inputs to the money weighted rate of return calculation are determined monthly.

### ***Pension Plan Schedules - Town***

#### **A. Schedule of the Town's Proportionate Share of the Net Pension Liability**

The Schedule of the Town's Proportionate Share of the Net Pension Liability details the allocated percentage of the net pension liability (asset), the proportionate share of the net pension liability, and the covered employee payroll. It also demonstrates the net position as a percentage of the pension liability and the net pension liability as a percentage of covered payroll.

#### **B. Schedule of Town's Contributions**

Governmental employers are required to pay an annual appropriation as established by PERAC. The Town's appropriation includes the amounts to pay the pension portion of each member's retirement allowance, an amount to amortize the actuarially determined unfunded liability to zero in accordance with the system's funding schedule, and additional appropriations in accordance with adopted early retirement incentive programs. The Town's appropriations are payable on July 1 and January 1. The Town may choose to pay the entire appropriation in July at a discounted rate. Accordingly, actual Town contributions may be less than the "total appropriation". The pension fund appropriation is allocated to the Town based on covered payroll.

#### **C. Schedule of the Special Funding Amounts of the Net Pension Liabilities**

The Commonwealth of Massachusetts is a nonemployer contributor and is required by statute to make all actuarially determined employer contributions on behalf of the member employers which creates a special funding situation. Since the Town does not contribute directly to MTRS, there is no net pension liability to recognize. This schedule discloses the Commonwealth's 100% share of the collective net pension liability that is associated with the Town; the portion of the collective pension expense as both revenue and pension expense recognized by the Town; and the Plan's fiduciary net position as a percentage of the total liability.

#### **D. Changes in Assumptions**

- The investment return assumption was lowered from 7.40% to 7.20%.
- The mortality assumption for non-disabled retirees was updated from the RP-2000 Healthy Annuitant Mortality Tables projected generationally from 2009 with Scale BB2D to the RP-2014 Blue Collar Employee and Healthy Annuitant Mortality Tables projected generationally with Scale MP-2017.
- The mortality assumption for disabled participants was updated from the RP-2000 Healthy Annuitant Mortality Table projected generationally from 2015 with Scale BB2D to the Rp-2014 Blue Collar Healthy Annuitant Table set forward one year projected generationally with Scale MP-2017.

#### **E. Changes in Plan Provisions**

None

### **NOTE C – OTHER POSTRETIREMENT BENEFITS**

The Town of Brookline administers a single-employer defined benefit healthcare plan (“the Plan”). The Plan provides lifetime healthcare, dental and life insurance for eligible retirees and their spouses through the Town’s group health insurance plan with the Group Insurance Commission of the Commonwealth of Massachusetts (GIC), which covers both active and retired members. Additionally, retired teachers and their spouses receive health insurance through the GIC. Each participating municipality is assessed for the governmental share of health, dental and life insurance premiums paid on behalf of its retired teachers by the state.

**The Other Postemployment Benefit Plan**

Schedule of changes in the Town’s Net Other Postemployment Benefit Liability and Related Ratios

The Schedule of Changes in the Town’s Net Other Postemployment Benefit Liability and Related Ratios presents multi-year trend information on changes in the Plan’s total OPEB liability, changes in the Plan’s net position, and ending net OPEB liability. It also demonstrates the Plan’s net position as a percentage of the total liability and the Plan’s net other postemployment benefit liability as a percentage of covered-employee payroll.

Schedule of the Town’s Contributions

The Schedule of the Town’s Contributions includes the Town’s annual required contribution to the Plan, along with the contribution made in relation to the actuarially determined contribution and the covered employee payroll. The Town is not required to fully fund this contribution. It also demonstrates the contributions as a percentage of covered payroll. Actuarially contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates are as follows:

Valuation date.....	June 30, 2016
Actuarial cost method.....	Projected Unit Credit
Amortization method - UAAL.....	Level percent of payroll
Asset valuation method.....	Market value
Investment rate of return.....	7.40%
Healthcare cost trend rate.....	Medical and Prescription Drug: 8.50% decreasing by 0.05% for 7 years to an ultimate level of 5.00%.
Discount rate.....	6.15% Partially Funded
Inflation rate.....	4.00%
Amortization method.....	Payments increasing at 4.0% per year
Remaining amortization period.....	30 years open

Mortality rates.....

Pre-Retirement (Non-Teachers): RP-2000 Healthy Employee Mortality Table projected generationally with Scale BB2D from 2009.

Healthy (Non-Teachers): RP-2000 Healthy Annuitant Mortality Table projected generationally with Scale BB2D from 2009.

Disabled (Non-Teachers): RP-2000 Healthy Annuitant Mortality Table projected generationally with Scale BB2D from 2015.

Pre-Retirement (Teachers): RP-2014 Employee Mortality Table projected generationally with Scale BB2D from 2015.

Healthy (Teachers): RP-2014 Healthy Annuitant Mortality Table projected generationally with Scale BB2D from 2014.

Disabled (Teachers): RP-2014 Healthy Annuitant Mortality Table set forward 4 years projected generationally with Scale BB2D from 2014.

Schedule of Investment Returns

The Schedule of Investment Returns includes the money-weighted investment return on the Plan’s other postemployment assets, net of investment expense.

Changes of Assumptions

The per capita health costs were updated.

The mortality assumptions were changed to match the assumptions used in the Town of Brookline Contributory retirement System Actuarial Valuation and Review as of January 2, 2016, dated July 14, 2016, and the Massachusetts Teachers’ Retirement System Actuarial Valuation as of January 1, 2016, dated October 13, 2016.

The medical/prescription drug trend assumption was revised.

The excise tax on high cost health plans beginning in 2020 was revised.

The fully funded and partially funded discount rates were lowered from 7.5% and 7.0% to 7.4% and 6.15%, respectively.

Changes in Provisions

None