



CLARK SCHAEFER HACKETT
BUSINESS ADVISORS

**WILLIAMSTOWN TOWNSHIP
INGHAM COUNTY, MICHIGAN**

REPORT ON FINANCIAL STATEMENTS
(with required and other supplementary information)

YEAR ENDED MARCH 31, 2024
(With Independent Auditors' Report)

**WILLIAMSTOWN TOWNSHIP
INGHAM COUNTY, MICHIGAN
MARCH 31, 2024**

BOARD OF TRUSTEES

Wanda Bloomquist	Supervisor
Robin Cleveland	Clerk
Jill Cutshaw	Treasurer
Keith Creagh	Trustee
Kevin Duffy	Trustee
Janet Eyster	Trustee
Mark Steinberg	Trustee

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INDEPENDENT AUDITORS' REPORT

Township Board
Williamstown Township
Williamstown, Michigan

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Williamstown Township as of and for the year ended March 31, 2024, and the related notes to the financial statements, which collectively comprise the Williamstown Township's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Williamstown Township as of March 31, 2024, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Williamstown Township and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

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

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

Auditors' Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Williamstown Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Williamstown Township's ability to continue as a going concern for a reasonable period of time.

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

Required Supplementary Information

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

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Williamstown Township's basic financial statements. The combining general fund financial statements and the schedule of revenues and expenditures-construction code are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the combining general fund financial statements and the schedule of revenues and expenditures-construction code are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Clark, Schaefer, Hackett & Co.

East Lansing, Michigan
September 26, 2024

**WILLIAMSTOWN TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
MARCH 31, 2024**

The discussion and analysis of the Township's financial performance provides an overview of the Township's financial activities for the fiscal year ended March 31, 2024. Please read it in conjunction with the Township's financial statements.

Financial Highlights

To maintain accountability, revenue and expenditures are separated into police services, cemetery maintenance and services, and the general fund for all other governmental activities. The following represents the most significant financial highlights for these three funds.

- State shared revenue, our largest revenue source, decreased \$12,766 due to there being no census data increase in the current year.
- Special assessment in the current year increased by \$187,602 in the General fund. Special assessment increased by a large amount in the current year because of the township having two new special assessments for neighborhood road improvements that were requested by residents.
- Overall revenue for the General Fund increased by \$592,982 and expenditures decreased by \$107,597 from fiscal year 22-23.
- With General Fund revenue of \$1,625,755 and expenditures and transfers out of \$1,413,404 and \$29,000, respectively, the fund balance increased \$183,351. This is shown in more detail on the statement of revenues, expenditures, and changes in fund balance (page 13).
- Police services are funded by a special assessment which has decreased from \$150 per residence in the first fiscal year (2010) to \$90 in the thirteenth fiscal year ending March 31, 2024.

Using this Annual Report

This annual report consists of a series of financial statements. The statement of net position (page 9) and the statement of activities (page 10) provide information about the activities of Williamstown Township as a whole and present a longer-term view of the Township's finances. This longer-term view uses the accrual basis of accounting so that it can measure the cost of providing services during the current year, and whether the taxpayers have funded the full cost of providing government services. The fund financial statements (page 11) present a short-term view; they tell us how the taxpayers' resources were spent during the year, as well as how much is available for future spending. Fund financial statements also report the operations of Williamstown Township in more detail than the government-wide financial statements by providing information about the Township's most significant funds.

**WILLIAMSTOWN TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
MARCH 31, 2024**

The Township as a Whole

The following table shows, in a condensed format of page 9, the net position as of March 31, 2024 and 2023.

	2024	2023
Assets		
Current and other assets	\$ 3,063,915	\$ 3,202,851
Noncurrent assets	159,922	-
Capital assets, net	1,294,245	1,074,615
	<u>4,518,082</u>	<u>4,277,466</u>
Total assets		
	<u>4,518,082</u>	<u>4,277,466</u>
Liabilities		
Current liabilities	205,609	634,524
	<u>205,609</u>	<u>634,524</u>
Net Position		
Investment in capital assets	1,294,245	1,074,615
Restricted	484,588	457,759
Unrestricted	2,533,640	2,110,568
	<u>2,533,640</u>	<u>2,110,568</u>
Total net position	<u>\$ 4,312,473</u>	<u>\$ 3,642,942</u>

The Township's total net position was \$4,312,473 on March 31, 2024. The net position invested in capital assets was \$1,294,245. The restricted net position of \$484,588 is restricted for police services. Unrestricted net position (the part of net position that can be used to finance day-to-day operations) was \$2,533,640 at the end of the fiscal year. This breakdown is also shown as a part of the statement of net position (page 9).

The following table shows the changes in net position, similar to the statement of activities (page 10), during the current and prior fiscal years.

	2024	2023
Revenue		
Program revenue		
Charges for services	\$ 475,787	\$ 370,052
Operating grants and contributions	460,699	27,430
General revenues		
Property taxes	351,438	286,886
Special assessments	187,602	-
State shared revenue	570,923	583,689
Local community stabilization	8,701	7,102
Investment earnings	73,613	38,385
Other revenue	2,820	6,229
	<u>2,131,583</u>	<u>1,319,773</u>
Total revenue		
	<u>2,131,583</u>	<u>1,319,773</u>
Program Expenses		
General government	532,640	564,608
Public safety	200,143	192,067
Public works	297,790	901,709
Community and economic development	67,740	47,040
Recreation and cultural	363,739	76,743
	<u>1,462,052</u>	<u>1,782,167</u>
Total program expenses		
	<u>1,462,052</u>	<u>1,782,167</u>
Change in Net Position	<u>\$ 669,531</u>	<u>\$ (462,394)</u>

**WILLIAMSTOWN TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
MARCH 31, 2024**

Governmental Activities

The Township's governmental revenues totaled \$2,131,583 with the greatest revenue source being intergovernmental revenue which is comprised of ARPA federal grant revenue in the amount of \$417,231 and State shared revenue in the amount of \$570,923, which in total makes up approximately 47% of total governmental revenue. This was followed by the Township's share of property taxes (approximately 16%). The Police Services Special Assessment was approximately 9% of total governmental revenue which is reported as charges for services. The Township incurred expenses of \$1,462,052. Recreation and cultural makes up approximately 25% of total governmental expenses. Recreation and cultural includes park projects. General government makes up approximately 36% of total governmental expenses. General government includes Township Board, Supervisor, Clerk, Treasurer, Building and Grounds, Township Office, and various other functions. Police services cost \$172,210 or about 14% of the total expenses.

The Township's Funds

The Township's fund financial statements begin on page 11, following the government-wide financial statements. The fund financial statements provide detailed information about the most significant funds, not Williamstown Township as a whole. Williamstown Township's Board of Trustees creates funds to help manage money for specific purposes as well as to show accountability for certain activities, such as property tax millages and special assessments. The Township's major funds for the fiscal year ended March 31, 2024, include the General Fund, Police Services Fund, and the Cemetery Fund.

The Police fund receives revenue primary through a special assessment levied by the Township.

The Cemetery fund receives revenue primarily through plot sales.

General Fund Budgetary Highlights

Over the course of the fiscal year, various budget adjustments were made by the Township Board.

The general fund government expenditure line items had a remaining balance of \$520,855. The Township's total expenditures were significantly under budget (approximately 43% below). The general government expended approximately 57% of the total expenditures budget. The Township also transferred \$344,886 to a capital improvements fund for budgeting purposes (non-GAAP) but reports the capital improvements fund with the General Fund in accordance with GASB 54. See the Other Supplementary Information (pages 38-39) for what makes up the capital improvements fund.

Capital Asset and Debt Administration

At the end of the fiscal year, the Township had \$1,294,245 invested in a broad range of capital assets, including land, buildings, vehicles, and equipment. This is approximately 20% higher than last year. The increase was due to community parking driveway improvements. See Note 5 (page 27) in the financial statements for more details.

The Township does not currently report any long-term debt.

**WILLIAMSTOWN TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
MARCH 31, 2024**

Current Economic Factors

While Williamstown Township's share of property taxes has risen slightly, they are expected to remain the same during the next year. The fiscal forecast for the State of Michigan remains conservative and the Township has historically received more than estimated; however, the Township does not count on this within the budget. Revenue will continue from the rental of the community room and park reservation fees for use of the athletic fields. Revenues from the Special Assessment for Police Services are expected to remain about the same. The Township Board has dedicated funds towards roads, however additional funding methods are needed to maintain the roads in a condition acceptable to residents. In summer of 2023, the Township funded two road construction special assessment districts in the Meadowdale and Red Cedar Manor subdivisions. Special assessment taxes will be assessed to these citizens over seven to ten years with interest at 3%.

Contacting the Township's Management

This financial report is intended to provide our citizens, taxpayers and customers with a general overview of the Township's finances and demonstrate the Township's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Township Clerk or Treasurer at the Township Hall.

BASIC FINANCIAL STATEMENTS

**WILLIAMSTOWN TOWNSHIP
STATEMENT OF NET POSITION
MARCH 31, 2024**

	<u>Governmental Activities</u>
ASSETS	
Current assets	
Cash	\$ 1,580,669
Investments	1,418,608
Receivables	
Accounts	16,847
Special assessment	34,345
Due from other governments	7,252
Prepays	<u>6,194</u>
Total current assets	<u>3,063,915</u>
Noncurrent assets	
Special assessment receivables	159,922
Capital assets not being depreciated	488,316
Capital assets, net of accumulated depreciation	<u>805,929</u>
Total noncurrent assets	<u>1,454,167</u>
TOTAL ASSETS	<u>4,518,082</u>
LIABILITIES	
Current liabilities	
Accounts payable	67,190
Accrued liabilities	10,876
Unearned revenue	<u>127,543</u>
TOTAL LIABILITIES	<u>205,609</u>
NET POSITION	
Investment in capital assets	1,294,245
Restricted for police services	484,588
Unrestricted	<u>2,533,640</u>
TOTAL NET POSITION	<u><u>\$ 4,312,473</u></u>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP
STATEMENT OF ACTIVITIES
YEAR ENDED MARCH 31, 2024**

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position Governmental Activities
		Charges for Services	Operating Grants and Contributions	
Governmental activities				
General government	\$ 532,640	\$ 174,383	\$ 454,599	\$ 96,342
Public safety	200,143	193,177	-	(6,966)
Public works	297,790	102,345	-	(195,445)
Community and economic development	67,740	-	-	(67,740)
Recreation and cultural	363,739	5,882	6,100	(351,757)
Total	<u>\$ 1,462,052</u>	<u>\$ 475,787</u>	<u>\$ 460,699</u>	<u>(525,566)</u>
General revenues				
Property taxes				351,438
Special assessment				187,602
State shared revenue				570,923
Local community stabilization				8,701
Investment earnings				73,613
Miscellaneous				2,820
Total general revenues				<u>1,195,097</u>
Change in net position				669,531
Net position, beginning of the year				<u>3,642,942</u>
Net position, end of the year				<u>\$ 4,312,473</u>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP
GOVERNMENTAL FUNDS
BALANCE SHEET
MARCH 31, 2024**

	General	Police Services	Cemetery	Total Governmental Funds
ASSETS				
Cash	\$ 1,105,395	\$ 299,305	\$ 175,969	\$ 1,580,669
Investments	1,035,905	221,860	160,843	1,418,608
Receivables				
Accounts	16,847	-	-	16,847
Special assessments	188,217	6,050	-	194,267
Due from other governments	7,252	-	-	7,252
Due from other funds	30	-	791	821
Prepays	4,481	-	1,713	6,194
TOTAL ASSETS	\$ 2,358,127	\$ 527,215	\$ 339,316	\$ 3,224,658
LIABILITIES				
Accounts payable	\$ 16,545	\$ 42,597	\$ 8,048	\$ 67,190
Accrued liabilities	10,876	-	-	10,876
Due to other funds	791	30	-	821
Unearned revenue	127,543	-	-	127,543
TOTAL LIABILITIES	155,755	42,627	8,048	206,430
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenue	188,217	-	-	188,217
FUND BALANCES				
Nonspendable				
Prepays	4,481	-	1,713	6,194
Restricted				
Police services	-	484,588	-	484,588
Committed				
Roads	204,734	-	-	204,734
Capital outlay	748,287	-	-	748,287
Recreation	61,023	-	-	61,023
Minimum fund balance	406,869	-	-	406,869
Assigned				
Cemetery operations	-	-	329,555	329,555
Subsequent year's expenditures	1,857	-	-	1,857
Unassigned	586,904	-	-	586,904
TOTAL FUND BALANCES	2,014,155	484,588	331,268	2,830,011
TOTAL LIABILITIES AND FUND BALANCES	\$ 2,358,127	\$ 527,215	\$ 339,316	\$ 3,224,658

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
MARCH 31, 2024**

Total fund balances - governmental funds	\$ 2,830,011
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Amounts reported for the governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in the governmental funds:

The cost of capital assets is	\$ 1,931,341	
Accumulated depreciation is	<u>(637,096)</u>	
Capital assets, net		1,294,245

Long-term receivables are not available to pay for current period expenditures and are therefore deferred inflow of resources in the funds.

Special assessment receivables	<u>188,217</u>
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Net position of governmental activities	<u><u>\$ 4,312,473</u></u>
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**WILLIAMSTOWN TOWNSHIP
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
YEAR ENDED MARCH 31, 2024**

	General	Police Services	Cemetery	Total Governmental Funds
REVENUES				
Taxes	\$ 351,438	\$ -	\$ -	\$ 351,438
Special assessments	-	192,401	-	192,401
Licenses and permits	56,341	162	-	56,503
Intergovernmental	996,861	-	18,000	1,014,861
Charges for services	12,780	-	94,615	107,395
Interest and rents	67,783	6,476	5,593	79,852
Other	140,552	-	363	140,915
TOTAL REVENUES	1,625,755	199,039	118,571	1,943,365
EXPENDITURES				
Current				
General government	471,281	-	-	471,281
Public safety	24,672	172,210	-	196,882
Public works	204,090	-	88,817	292,907
Community and economic development	67,740	-	-	67,740
Recreation and cultural	625,698	-	-	625,698
Capital outlay	19,923	-	7,250	27,173
TOTAL EXPENDITURES	1,413,404	172,210	96,067	1,681,681
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	212,351	26,829	22,504	261,684
OTHER FINANCING SOURCES (USES)				
Transfer in	-	-	29,000	29,000
Transfer out	(29,000)	-	-	(29,000)
TOTAL OTHER FINANCING SOURCES (USES)	(29,000)	-	29,000	-
NET CHANGE IN FUND BALANCES	183,351	26,829	51,504	261,684
Fund balances, beginning of year	1,830,804	457,759	279,764	2,568,327
Fund balances, end of year	<u>\$ 2,014,155</u>	<u>\$ 484,588</u>	<u>\$ 331,268</u>	<u>\$ 2,830,011</u>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL
FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED MARCH 31, 2024**

Net change in fund balances - total governmental funds **\$ 261,684**

Amounts reported for governmental activities in the statement of activities are different because:

In the statement of activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. Governmental funds report capital outlays as expenditures. In the current period, these amounts are:

Capital outlay	277,341	
Book value of assets disposed	(3,969)	
Depreciation expense	<u>(53,742)</u>	
		219,630

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.

Decrease in unavailable revenue	<u>188,217</u>
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Change in net position of governmental activities	<u><u>\$ 669,531</u></u>
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**WILLIAMSTOWN TOWNSHIP
FIDUCIARY FUND
STATEMENT OF NET POSITION
MARCH 31, 2024**

	<u>Custodial Fund</u> Current Tax Collection
ASSETS	
Cash	\$ 247
LIABILITIES	
Due to other governments	<u>247</u>
NET POSITION	<u>\$ -</u>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP
FIDUCIARY FUND
STATEMENT OF CHANGES IN NET POSITION
YEAR ENDED MARCH 31, 2024**

	<u>Custodial Fund</u> <u>Current Tax</u> <u>Collection</u>
ADDITIONS	
Collection of taxes for other governments	13,140,065
DEDUCTIONS	
Payment of taxes collected for other governments	13,140,065
Net change in fiduciary net position	<u>-</u>
NET POSITION	
Beginning of year	<u>-</u>
End of year	<u><u>\$ -</u></u>

See accompanying notes to financial statements.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Williamstown Township, Michigan (the Township) was organized as a township in 1937 under provisions of the constitution and general law of the State of Michigan. The Township is one of sixteen townships in Ingham County. The Township operates under an elected Township Board that consists of a Supervisor, Clerk, Treasurer, and four Trustees, and provides services to its residents in many areas including roads and planning.

Reporting Entity

As required by accounting principles generally accepted in the United States of America, these financial statements present all financial activities of Williamstown Township. The Township has no activities that would be classified as component units.

The inclusion of the activities of various agencies is based on the manifestation of oversight criteria, relying on such guidelines as the selection of the governing authority, the designation of management, the ability to exert significant influence on operations, and the accountability for fiscal matters. The accountability for fiscal matters considers the possession of the budgetary authority, the responsibility for surplus or deficit, the controlling of fiscal management, and the revenue characteristics, whether a levy or a charge. Consideration is also given to the scope of public service. The scope of public service considers whether the activity is for the benefit of the reporting entity and/or its residents and is within the geographic boundaries of the reporting entity and generally available to its citizens.

Based upon the application of these criteria, the financial statements of the Township contain all the funds controlled by the Township Board.

Jointly Governed Organizations

The Township participates in the following activity, which is considered to be a jointly governed organization in relation to the Township due to there being no ongoing financial interest or responsibility.

Northeast Ingham Emergency Service Authority (NIESA) - The Township, in conjunction with the City of Williamston, Locke Township, Wheatfield Township, Leroy Township, and the Village of Webberville, entered into an agreement effective January 1, 1999, to create the NIESA to provide fire and emergency services to the constituent municipalities. The Williamston Community Fire and Ambulance Board ceased operations on December 31, 1998.

The Township has one representative on the seven-member board. The Township and each constituent municipality levy 2.9649 mills of tax to support the operations of NIESA. The Township has no other financial responsibility.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(continued)**

Basis of Presentation

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The statement of net position and the statement of activities (the government-wide financial statements) present information for the primary government units as a whole. All nonfiduciary activities of the primary government are included (i.e., fiduciary fund activities are not included in the government-wide financial statements). For the most part, interfund activity has been eliminated in the preparation of these statements.

The statement of activities presents the direct functional expenses of the primary government and the program revenues that support them. Direct expenses are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. Program revenues are associated with specific functions and include charges to recipients of goods or services and grants and contributions that are restricted to meeting the operational or capital requirements of that function. Revenues that are not required to be presented as program revenues are general revenues. This includes all taxes, interest, and unrestricted State revenue sharing payments and other general revenues and shows how governmental functions are either self-financing or supported by general revenues.

FUND FINANCIAL STATEMENTS

The fund financial statements present the Township's individual major funds and the fiduciary fund. Separate financial statements are provided for governmental activities and fiduciary activities, even though the later are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

The major governmental funds of the Township are:

- a. The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government except for those that are required to be accounted for in another fund.
- b. The Police Services Fund is used to account for restricted special assessment financial resources that are used for police services.
- c. The Cemetery Fund is used to account for assigned financial resources that are used for operations of the cemetery

The Township also reports as a fiduciary fund the current tax collections fund (custodial fund).

Measurement Focus

The government-wide and fiduciary fund financial statements are presented using the economic resources measurement focus, similar to that used by business enterprises or not-for-profit organizations. Because another measurement focus is used in the governmental fund financial statements, reconciliations to the government-wide financial statements are provided that explain the differences in detail.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(continued)**

Measurement Focus (continued)

All governmental funds are presented using the current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities, and deferred inflows of resources generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in fund balance.

Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting; fiduciary funds also use the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and modified accrual basis of accounting arise in the recognition of revenue (unavailable deferred resources) and in the presentation of expenses versus expenditures.

All governmental funds are accounted for using the modified accrual basis of accounting. Under this method, revenues are recognized when they become susceptible to accrual (when they become both “measurable” and “available to finance expenditures of the current period”). The length of time used for “available” for purposes of revenue recognition in the governmental fund financial statements is 60 days. Revenues that are considered measurable but not available are recorded as a receivable and unavailable revenue. Significant revenues susceptible to accrual are property taxes, special assessments, and certain intergovernmental revenues. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for interest on long-term debt which is recorded when due.

Budgets and Budgetary Accounting

The General Fund, Police Services, and Cemetery funds budgets shown as required supplementary information to the financial statements were prepared on a basis not substantially different than the basis used to reflect actual results.

The Township follows these procedures in establishing the budgetary data reflected in the required supplementary information:

- a. Prior to April 1, the budget is legally adopted on a departmental (activity) level through passage of a Board resolution. After the budget is adopted, all transfers of budgeted amounts between departments within a fund or any revisions that alter the total expenditures of a fund or activity must be approved by the Township Board.
- b. Formal budgetary integration is employed as a management control device during the year for the General Fund.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(continued)**

Budgets and Budgetary Accounting (continued)

- c. Budgeted amounts are reported as originally adopted or amended by the Township Board during the year.

Cash and Investments

Cash consists of checking and savings accounts. Cash in excess of current requirements is invested in certificates of deposit and disclosed as part of the Township's investments. The certificates of deposit are classified as investments due to having an original maturity of over 90 days.

- a. Bonds, securities, and other obligations of the United States or any agency or instrumentality of the United States.
- b. Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a State or nationally chartered bank or a State or Federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and which maintains a principal office or branch office located in this State under the laws of the State or the United States, but only if the bank, savings and loan association, savings bank, or credit union is eligible to be a depository of surplus funds belonging to the State under Section 5 or 6 of Act No. 105 of the Public Acts of 1855, as amended, being Section 21.145 and 21.146 of the Michigan Compiled Laws.
- c. Commercial paper rated at the time of purchase within the three highest classifications established by not less than two standard rating services, and which matures not more than 270 days after the date of purchase.
- d. The United States government or federal agency obligations repurchase agreements.
- e. Bankers' acceptances of United States banks.
- f. Mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

Receivables

Receivables consist of amounts due from various individuals, governments, and businesses related to charges for services, amounts owed to the Township from special assessments, grants, and taxes levied that have not been collected.

Prepays

Prepays consist of certain insurance premiums and other expenditures representing costs applicable to future periods. Reported prepaid items are equally offset by nonspendable fund balance, which indicates they do not constitute "available spendable resources" even though they are a component of current assets.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(continued)**

Property Tax

The Township bills and collects both its own property tax levy and the tax levy for other governmental units. The Township's property tax revenue recognition policy and related tax calendar disclosures are as follows:

Property taxes are levied twice per year. A summer tax is levied on July 1 and a winter tax is levied on December 1. The tax levies are due September 14 and February 14, respectively. All taxes not paid by their due dates are deemed delinquent. Delinquent real property taxes are turned over to the Ingham County Treasurer on March 1 of the year following the levy. The Ingham County Treasurer remits payment to all taxing units on all delinquent real property taxes. Delinquent personal property taxes are retained by the Township for subsequent collection. Property taxes are recognized as revenues in the period for which they are levied.

The Township is permitted to levy up to \$1 per \$1,000 of assessed valuation for general governmental service and additional amounts for debt service. For the year ended March 31, 2024, the Township levied .9738 mills for general governmental services. The total taxable value for the 2023 levy for property within the Township was \$303,137,954.

Capital Assets

Capital assets are recorded (net of accumulated depreciation, if applicable) in the government-wide financial statements under the governmental activities column. Capital assets are those with an estimated useful life of more than one year. Capital assets are not recorded in the governmental funds. Instead, capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are reported in the government-wide financial statements. The Township's capitalization policy is \$5,000. All purchased capital assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at their acquisition market value on the date received.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Depreciation is computed using the straight-line method over the following useful lives:

Land improvements	15 - 40 years
Buildings and improvements	15 - 40 years
Equipment	5 - 15 years
Vehicles	5 - 10 years

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(continued)**

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position and fund balance, when applicable, will report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period and so will not be recognized as an outflow of resources (expenditure/expense) until that time. In addition to liabilities, the statement of net position and fund balance, when applicable, will report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The Township does currently have items that meet the recognition criteria for classification as deferred inflows of resources or deferred outflows of resources.

Fund Balance Classifications

Fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The following are the five classifications of fund balance:

Nonspendable - assets that are not available in a spendable form such as inventory, prepaid expenditures, and long-term receivables not expected to be converted to cash in the near term. It also includes funds that are legally or contractually required to be maintained intact such as the corpus of a permanent fund or foundation.

Restricted - amounts that are required by external parties to be used for a specific purpose. Constraints are externally imposed by creditors, grantors, contributors or laws, regulations or enabling legislation.

Committed - amounts constrained on use imposed by formal action of the government's highest level of decision-making authority (Township Board).

Assigned - amounts intended to be used for specific purposes. This is determined by the governing body, the budget or finance committee or a delegated municipality official.

Unassigned - all other resources; the remaining fund balance after non-spendable, restrictions, commitments, and assignments. This class only occurs in the General Fund, except for cases of negative fund balances. Negative fund balances are always reported as unassigned, no matter which fund the deficit occurs in.

Fund Balance Policies

For committed fund balance, the Township's highest level of decision-making authority is the Township Board. The formal action that is required to be taken to establish (and modify or rescind) a fund balance commitment is a Board resolution.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

**NOTE 1 - DESCRIPTION OF TOWNSHIP AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(continued)**

Fund Balance Policies (continued)

For assigned fund balance, the Township has not approved a policy indicating who is authorized to assign amounts to a specific purpose, therefore the authority for assigning fund balance remains with the Township Board.

The Township has not formally adopted a policy that determines when both restricted and unrestricted fund balances are available which should be used first, therefore restricted resources will be used first, then unrestricted resources if they are needed.

The Township has not formally adopted a policy that determines whether committed, assigned, or unassigned amounts are considered to be spent when an expenditure is incurred for purposes which amounts from any of those fund balance classifications could be used.

The Township has adopted a policy which states the Township will maintain a minimum General Fund balance of at least 46% of the six-year average for General Fund revenue. This will be reevaluated every two years and reset as needed.

Restrictions of Net Position

Net position represents the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any borrowing used for the acquisition, construction or improvement of those assets. At March 31, 2024, the Township did not have any outstanding capital related debt.

Net position is reported as restricted when there are limitations imposed on its use either through enabling legislation adopted by the Township or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. The Township first applies restricted resources when an expense is incurred for purpose for which both restricted and unrestricted net position is available.

Interfund Transactions

During the course of normal operations, the Township has numerous transactions between funds, including expenditures and transfers of resources to provide services and construct assets. The accompanying financial statements generally reflect such transactions as operating transfers. Transfers between governmental funds are eliminated for the government-wide financial statements presentation.

Comparative Data

Comparative data has not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 - CASH AND INVESTMENTS

Deposits

As of March 31, 2024, the carrying amounts and the bank balances for each type of bank account are as follows:

<u>Account Type</u>	<u>Carrying Amount</u>	<u>Bank Balance</u>
Checking and savings	\$ 1,580,669	\$ 1,280,287
Certificate of deposits	<u>1,093,244</u>	<u>1,418,607</u>
	<u>\$ 2,673,913</u>	<u>\$ 2,698,894</u>

There is a custodial credit risk as it relates to deposits. In the case of deposits, this is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. Deposits of the Township are at federally insured banks located in the State of Michigan with all accounts maintained in the name of the Township. As of March 31, 2024, the Township accounts were federally insured for \$2,652,125 and the amount of \$46,769 was uninsured and uncollateralized.

Due to significantly higher cash flow at certain periods during the year, the amount the Township held as cash and cash equivalents increased significantly. As a result, the amount of uninsured and uncollateralized cash and cash equivalents were substantially higher at these peak periods than at year-end.

Investments

Fair Value Measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. A fair value hierarchy is also established which requires an entity to maximize the use of observable and minimize the use of observable and minimize the use of unobservable inputs.

There are three (3) levels of inputs that may be used to measure fair value:

Level 1: Quoted prices in active markets for identical securities.

Level 2: Prices determined using other significant observable inputs. Observable inputs are inputs that other market participants may use in pricing a security. These may include quoted prices for similar securities, interest rates, prepayment speeds, credit risk, and others.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 - CASH AND INVESTMENTS (continued)

Fair Value Measurements (continued)

Level 3: Prices determined using significant unobservable inputs. Unobservable inputs may be used in situations where quoted prices or observable inputs are unavailable or deemed less relevant (for example, when there is little or no market activity for an investment at the end of the period). Unobservable inputs reflect the organization's own assumptions about the factors market participants would use in pricing an investment and would be based on the best information available.

Following is a description of the valuation methodologies used for instruments measured at fair value on a recurring basis and recognized in the accompanying financial statements, as well as the general classification of such instruments pursuant to the valuation hierarchy

The Township had the following fair value measurements as of March 31, 2024:

	Fair Value Measurements			Total	Rating	Weighted Average Maturity
	Quoted Prices in Active Markets for Identical Assets Level 1	Significant Other Observable Inputs Level 2	Significant Unobservable Inputs Level 3			
U.S. Treasury Bills	\$ 325,364	\$ -0-	\$ -0-	\$ 325,364	N/A	1.07 year

Portfolio investments are assigned a level based upon the observability of the inputs which are significant to the overall valuation. The inputs or methodology used for valuing securities are not necessarily an indication of the risk associated with investing in those securities.

Credit Risk

State law limits investments in certain types of investments to a prime or better rating issued by nationally recognized statistical rating organizations (NRSRO's).

Interest Rate Risk

The Township will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by designing its portfolio with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 - CASH AND INVESTMENTS (continued)

Concentration of Credit Risk

The Township will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Township's investment in a single issuer, by diversifying its investments by security type and institution to ensure that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

The amounts referred to above have been reported in either the cash or investments captions on the financial statements, based upon criteria disclosed in Note 1. The following summarizes the categorization of these amounts as of March 31, 2024:

	Primary Government	Fiduciary Fund	Total
Cash	\$ 1,580,669	\$ 247	\$ 1,580,916
Investments - current	1,418,608	-	1,418,608
	<u>\$ 3,159,199</u>	<u>\$ 247</u>	<u>\$ 3,159,446</u>

The cash caption on the combined balance sheet and statement of net position include \$252 in petty cash.

NOTE 3 - INTERFUND RECEIVABLES AND PAYABLES

The following schedule details interfund receivables and payables at March 31, 2024:

Due to General Fund from: Police Services Fund	<u>\$ 30</u>
Due to nonmajor governmental fund from: General Fund	<u>\$ 791</u>

Amounts appearing as interfund payables and receivables arise from two types of transactions. One type of transaction is where a fund will pay for a good or service that at least a portion of the benefit belongs to another fund. The second type of transaction is where one fund provides a good or service to another fund. Balances at the end of the year are for transfers that have not cleared as of the balance sheet date.

NOTE 4 - INTERFUND TRANSFERS

Permanent reallocation of resources between funds of the reporting entity is classified as interfund transfers. For the purpose of the statement of activities, all interfund transfers between individual governmental funds have been eliminated.

Transfer to nonmajor governmental fund from: General Fund	<u>\$ 29,000</u>
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The transfer to the nonmajor governmental fund (Cemetery Fund) from the General Fund was to fund current year operations

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 5 - CAPITAL ASSETS

Capital asset activity for the year ended March 31, 2024, was as follows:

Governmental Activities

	Balance April 1, 2023	Additions	Deletions	Balance Mar. 31, 2024
Capital assets not being depreciated				
Land	\$ 488,316	\$ -	\$ -	\$ 488,316
Construction in progress	3,969	-	(3,969)	-
Subtotal	492,285	-	(3,969)	488,316
Capital assets being depreciated				
Buildings and improvements	885,427	-	-	885,427
Vehicles	57,660	7,500	-	65,160
Equipment	222,597	7,250	-	229,847
Land improvement	-	262,591	-	262,591
Subtotal	1,165,684	277,341	-	1,443,025
Less accumulated depreciation for:				
Buildings and improvements	(367,557)	(27,419)	-	(394,976)
Vehicles	(44,923)	(7,616)	-	(52,539)
Equipment	(170,874)	(8,495)	-	(179,369)
Land improvement	-	(10,212)	-	(10,212)
Subtotal	(583,354)	(53,742)	-	(637,096)
Net capital assets being depreciated	582,330	223,599	-	805,929
Total net capital assets	<u>\$ 1,074,615</u>	<u>\$ 223,599</u>	<u>\$ (3,969)</u>	<u>\$ 1,294,245</u>

Depreciation expense was charged to the following governmental activities:

General government	<u>\$ 53,742</u>
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NOTE 6 - RETIREMENT PLAN

The Township is the sponsor of a retirement plan for the sole benefit of its employees. The Township Pension Plan is a defined contribution pension benefit plan. Contributions are based on a pre-established wage-based contribution schedule with the Township contributing 50% and the employee 50% of the amount. The Township and the employee each contribute 6.2% of gross wages.

All members of the Township board are eligible to participate in the plan. Eligible employees may elect to not participate in the plan. The plan is administered by Nationwide.

For the year ended March 31, 2024, the Township had a total payroll of \$384,899. The Township Retirement Plan covered a payroll of \$131,850. The Township made contributions of \$10,012. The employee contributions were also \$10,012.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 7 - RISK MANAGEMENT

The Township participates in the Michigan Township Participating Plan (the Plan), with other municipalities for auto, property, crime, general liability, boiler and machinery, employee benefits liability, public official liability, electronic data processing (EDP), law enforcement liability, and inland marine losses. The Plan is organized under Public Act 138 of 1982, as amended. The Plan, while it operates under the Michigan Legislation of Public Act 138, does not operate as a risk pool due to the transfer of risk to U.S. Specialty Insurance Company (USSIC) backing the Michigan Township Participating Plan under a master policy. Due to the Master Policy purchase, there is no pooling of risk between members, but is instead considered commercial insurance. Settled claims relating to this insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

The Township carries commercial insurance for the risk of loss due to workers' compensation claims. Settled claims relating to commercial insurance have not exceed the amount of insurance coverage in any of the past three fiscal years.

NOTE 8 - INTERGOVERNMENTAL AGREEMENT

The Township has contracted with Meridian Township to provide police services to the Township through December 31, 2024. The contract specifies that Meridian Township will provide 40 hours of police patrol coverage within Williamstown Township each week and provide officers for emergency and non-emergency response to all dispatch calls within Williamstown Township twenty-four hours per day, seven days each week. Williamstown Township agrees to pay Meridian Township the following amounts per calendar year:

2025	<u>\$ 150,438</u>
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In addition to the annual fee, there is a \$71.77 per hour charge for emergency and non-emergency police services beyond the forty hours of coverage each week. The additional police services charged beyond forty hours of coverage each week is capped at \$28,708 per quarter.

NOTE 9 – ADOPTION OF NEW ACCOUNTING PRINCIPLE

For the year ended March 31, 2024, the Township implemented the following new pronouncement: GASB Statement No. 96, *Subscription-based Information Technology Arrangements*.

Summary:

Governmental Accounting Standards Board (GASB) Statement No. 96, *Subscription-based Information Technology Arrangements*, which was issued in May 2020. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset - and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, *Leases*, as amended.

There was no material impact on the Township's financial statement after the adoption of GASB Statement No. 96.

**WILLIAMSTOWN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 10 - UPCOMING ACCOUNTING PRONOUNCEMENTS

In June 2022, the GASB issued Statement No. 100, *Accounting Changes and Error Corrections – an amendment of GASB Statement No. 62*. This statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This Statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior period, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2025 fiscal year.

In June 2022, the GASB issued Statement No. 101, *Compensated Absences*. This statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid cash or settled through noncash means. This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2025 fiscal year.

In December 2023, the GASB issued Statement No. 102, *Certain Risk Disclosures*. This Statement requires a government to assess whether a concentration or constraint makes the government vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of circumstances disclosed and the government's vulnerability to the risk of substantial impact. The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2026 fiscal year.

REQUIRED SUPPLEMENTARY INFORMATION

**WILLIAMSTOWN TOWNSHIP
GENERAL FUND
BUDGETARY COMPARISON SCHEDULE (NON-GAAP BASIS)
YEAR ENDED MARCH 31, 2024**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES				
Taxes				
Current tax levy	\$ 283,704	\$ 283,704	\$ 292,649	\$ 8,945
Trailer tax	130	130	123	(7)
Interest and penalties	2,000	2,000	52,971	50,971
Administrative fees	5,660	5,660	5,695	35
Total taxes	291,494	291,494	351,438	59,944
Licenses and permits				
Cable television license	20,300	20,300	16,971	(3,329)
Building permits	34,000	34,000	39,370	5,370
Total licenses and permits	54,300	54,300	56,341	2,041
Intergovernmental				
Sales and use tax	545,286	545,286	570,923	25,637
Local community stabilization	5,000	5,000	8,701	3,701
Total intergovernmental	550,286	550,286	579,624	29,338
Charges for services				
Planning fees	5,000	5,000	9,474	4,474
Wireless internet	2,000	2,000	1,443	(557)
Copies	350	350	356	6
Total charges for services	7,350	7,350	11,273	3,923
Interest and rents				
Interest	8,000	8,000	44,942	36,942
Rentals	1,600	1,600	4,590	2,990
Total interest and rents	9,600	9,600	49,532	39,932
Other				
Special assessments	5,100	5,100	100,902	95,802
Refunds and rebates	8,500	8,500	21,658	13,158
Miscellaneous	3,475	3,475	11,892	8,417
Total other	17,075	17,075	134,452	117,377
TOTAL REVENUES	930,105	930,105	1,182,660	252,555

**WILLIAMSTOWN TOWNSHIP
GENERAL FUND
BUDGETARY COMPARISON SCHEDULE (NON-GAAP BASIS) (continued)
YEAR ENDED MARCH 31, 2024**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
EXPENDITURES				
Current				
General government				
Township board	\$ 155,863	\$ 120,463	\$ 85,149	\$ 35,314
Supervisor	62,002	62,002	53,765	8,237
Clerk	59,605	65,305	61,906	3,399
Board of review	3,522	3,522	2,833	689
Treasurer	66,013	66,213	64,430	1,783
Assessor	69,220	69,220	58,392	10,828
Elections	30,961	36,961	39,608	(2,647)
Building and grounds	87,071	87,071	54,311	32,760
Board of appeals	3,869	3,869	2,126	1,743
Township office	60,510	60,510	48,761	11,749
Total general government	598,636	575,136	471,281	103,855
Public safety				
Building inspection	34,429	34,429	24,672	9,757
Public works				
Drains at large	15,000	11,800	6,000	5,800
Recycling/transfer station	31,493	334,693	27,324	307,369
Total public works	46,493	346,493	33,324	313,169
Community and economic development				
Planning commission	90,693	90,393	62,488	27,905
Red cedar	2,000	2,000	521	1,479
Zoning administrator	10,357	10,657	4,731	5,926
Total community and economic development	103,050	103,050	67,740	35,310
Recreation and cultural				
Park land maintenance	63,340	63,840	61,727	2,113
Historical committee	5,650	4,650	2,476	2,174
Senior grant	3,500	3,500	3,000	500
Total recreation and cultural	72,490	71,990	67,203	4,787

**WILLIAMSTOWN TOWNSHIP
GENERAL FUND
BUDGETARY COMPARISON SCHEDULE (NON-GAAP BASIS) (continued)
YEAR ENDED MARCH 31, 2024**

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
EXPENDITURES (continued)				
Current (continued)				
Capital outlay	<u>\$ 53,400</u>	<u>\$ 73,900</u>	<u>19,923</u>	<u>\$ 53,977</u>
 TOTAL EXPENDITURES	<u>908,498</u>	<u>1,204,998</u>	<u>684,143</u>	<u>520,855</u>
 EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	21,607	(274,893)	498,517	773,410
 OTHER FINANCING (USES)				
Transfer out	<u>(86,000)</u>	<u>(373,886)</u>	<u>(373,886)</u>	<u>-</u>
 NET CHANGE IN FUND BALANCE	(64,393)	(648,779)	124,631	773,410
 Fund balance, beginning of year (budgetary basis)	<u>1,141,237</u>	<u>1,141,237</u>	1,141,237	<u>-</u>
 Fund balance, end of year (budgetary basis)	<u>\$ 1,076,844</u>	<u>\$ 492,458</u>	1,265,868	<u>\$ 773,410</u>
 Accounting basis difference			<u>748,287</u>	
 Fund balance, end of year (GAAP basis)			<u>\$ 2,014,155</u>	

**WILLIAMSTOWN TOWNSHIP
POLICE SERVICES FUND
BUDGETARY COMPARISON SCHEDULE
YEAR ENDED MARCH 31, 2024**

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
REVENUES				
Special assessments	\$ 214,895	\$ 214,895	\$ 192,401	\$ (22,494)
Licenses and permits	1,300	1,300	162	(1,138)
Interest	1,500	1,500	6,476	4,976
TOTAL REVENUES	<u>217,695</u>	<u>217,695</u>	<u>199,039</u>	<u>(18,656)</u>
EXPENDITURES				
Current				
Public safety	<u>277,976</u>	<u>277,976</u>	<u>172,210</u>	<u>105,766</u>
NET CHANGE IN FUND BALANCE	<u>(60,281)</u>	<u>(60,281)</u>	<u>26,829</u>	<u>87,110</u>
Fund balance, beginning of year	<u>457,759</u>	<u>457,759</u>	<u>457,759</u>	<u>-</u>
Fund balance, end of year	<u><u>\$ 397,478</u></u>	<u><u>\$ 397,478</u></u>	<u><u>\$ 484,588</u></u>	<u><u>\$ 87,110</u></u>

**WILLIAMSTOWN TOWNSHIP
CEMETERY FUND
BUDGETARY COMPARISON SCHEDULE
YEAR ENDED MARCH 31, 2024**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES				
Intergovernmental	\$ 15,000	\$ 18,000	\$ 18,000	\$ -
Charges for services	49,700	49,700	94,615	44,915
Interest	800	800	5,593	4,793
Other	-	-	363	363
TOTAL REVENUES	65,500	68,500	118,571	50,071
EXPENDITURES				
Current				
Public works	158,395	158,395	88,817	69,578
Capital outlay	50,000	50,000	7,250	42,750
TOTAL EXPENDITURES	208,395	208,395	96,067	112,328
EXCESS OF REVENUES (UNDER) EXPENDITURES	(142,895)	(139,895)	22,504	162,399
OTHER FINANCING SOURCES				
Transfer in	26,000	29,000	29,000	-
Transfer out	(60,000)	(60,000)	-	60,000
NET CHANGE IN FUND BALANCE	(176,895)	(170,895)	51,504	222,399
Fund balance, beginning of year	279,764	279,764	279,764	-
Fund balance, end of year	\$ 102,869	\$ 108,869	\$ 331,268	\$ 222,399

WILLIAMSTOWN TOWNSHIP
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
YEAR ENDED MARCH 31, 2024

NOTE 1 - BUDGET/GAAP RECONCILIATION

The Township budgets the activities of a fund separately from the General Fund. For financial reporting purposes and the GAAP-basis basic financial statements, however, this fund is combined with the General Fund as required by GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The budgetary perspective difference shown on the Budgetary Comparison Schedule (Non-GAAP budgetary basis) reconciles the change in fund balance to the GAAP-basis basic financial statements and the details related to these amounts are as follows:

Net change in fund balance (budgetary basis)	\$ 124,631
To adjust for revenues related to activities accounted for in a separate fund	443,095
To adjust for expenditures related to activities accounted for in a separate fund	(729,261)
To adjust for transfers accounted for in a separate fund	<u>344,886</u>
Net change in fund balance (GAAP basis)	<u><u>\$ 183,351</u></u>

OTHER SUPPLEMENTARY INFORMATION

**WILLIAMSTOWN TOWNSHIP
GENERAL FUND
COMBINING BALANCE SHEET
MARCH 31, 2024**

	General	Capital Improvements	Eliminations	Total
ASSETS				
Cash	\$ 726,663	\$ 378,732	\$ -	\$ 1,105,395
Investments	783,693	252,212	-	1,035,905
Receivables				
Accounts	16,847	-	-	16,847
Special assessments	188,217	-	-	188,217
Due from other governments	7,252	-	-	7,252
Due from other funds	30	244,886	(244,886)	30
Prepays	4,481	-	-	4,481
TOTAL ASSETS	\$ 1,727,183	\$ 875,830	\$ (244,886)	\$ 2,358,127
LIABILITIES				
Accounts payable	\$ 16,545	\$ -	\$ -	\$ 16,545
Accrued liabilities	10,876	-	-	10,876
Due to other funds	245,677	-	(244,886)	791
Unearned revenue	-	127,543	-	127,543
TOTAL LIABILITIES	273,098	127,543	(244,886)	155,755
DEFERRED INFLOWS OF RESOURCES				
Unavaialbe revenue	188,217	-	-	188,217
FUND BALANCES				
Nonspendable				
Prepays	4,481	-	-	4,481
Committed				
Roads	204,734	-	-	204,734
Capital outlay	-	748,287	-	748,287
Recreation	61,023	-	-	61,023
Minimum fund balance	406,869	-	-	406,869
Assigned				
Subsequent year's expenditures	1,857	-	-	1,857
Unassigned	586,904	-	-	586,904
TOTAL FUND BALANCES	1,265,868	748,287	-	2,014,155
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ 1,727,183	\$ 875,830	\$ (244,886)	\$ 2,358,127

**WILLIAMSTOWN TOWNSHIP
GENERAL FUND
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
YEAR ENDED MARCH 31, 2024**

	General	Capital Improvements	Eliminations	Total
REVENUES				
Taxes	\$ 351,438	\$ -	\$ -	\$ 351,438
Licenses and permits	56,341	-	-	56,341
Intergovernmental	579,624	417,237	-	996,861
Charges for services	11,273	1,507	-	12,780
Interest and rents	49,532	18,251	-	67,783
Other	134,452	6,100	-	140,552
TOTAL REVENUES	1,182,660	443,095	-	1,625,755
EXPENDITURES				
Current				
General government	471,281	-	-	471,281
Public safety	24,672	-	-	24,672
Public works	33,324	170,766	-	204,090
Community and economic development	67,740	-	-	67,740
Recreation and cultural	67,203	558,495	-	625,698
Other	19,923	-	-	19,923
TOTAL EXPENDITURES	684,143	729,261	-	1,413,404
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	498,517	(286,166)	-	212,351
OTHER FINANCING SOURCES (USES)				
Transfer in	-	344,886	(344,886)	-
Transfer out	(373,886)	-	344,886	(29,000)
TOTAL OTHER FINANCING SOURCES (USES)	(373,886)	344,886	-	(29,000)
NET CHANGE IN FUND BALANCES	124,631	58,720	-	183,351
Fund balances, beginning of year	1,141,237	689,567	-	1,830,804
Fund balances, end of year	\$ 1,265,868	\$ 748,287	\$ -	\$ 2,014,155

**WILLIAMSTOWN TOWNSHIP
GENERAL FUND
SCHEDULE OF REVENUES AND EXPENDITURES - CONSTRUCTION CODE
YEAR ENDED MARCH 31, 2024**

REVENUES

Licenses and permits	
Building permits	\$ 39,370
Charges for Services	
Planning fees	<u>9,474</u>
 TOTAL REVENUES	 <u>48,844</u>

EXPENDITURES

Public safety	
Building inspection	24,672
Community and economic development	
Zoning administrator	4,731
Planning commission	<u>62,488</u>
 TOTAL EXPENDITURES	 <u>91,891</u>
 EXCESS OF REVENUES (UNDER) EXPENDITURES	 (43,047)
 Code enforcement (deficit), beginning of year	 <u>(695,786)</u>
 Code enforcement (deficit), end of year	 <u><u>\$ (738,833)</u></u>

