

**TOWN OF DELAFIELD  
WAUKESHA COUNTY, WISCONSIN**

**FINANCIAL STATEMENTS  
DECEMBER 31, 2016**

TOWN OF DELAFIELD

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Year Ended December 31, 2016

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### **Independent Auditors' Report**

Town Board  
Town of Delafield  
Waukesha County, Wisconsin

Dear Board Members:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Delafield, Wisconsin as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

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

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

#### **Auditors' Responsibility**

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

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

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

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Delafield, Wisconsin as of December 31, 2016, and the respective changes in financial position and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Other Matters

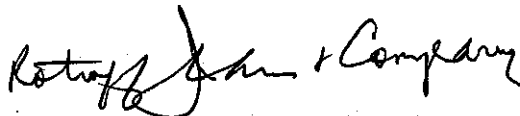
#### *Required Supplementary Information*

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Delafield, Wisconsin's basic financial statements. The combining and individual fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.



Delafield, Wisconsin  
April 12, 2017

TOWN OF DELAFIELD  
STATEMENT OF NET POSITION  
Governmental Activities  
December 31, 2016

Assets:	
Current assets:	
Cash and temporary investments	\$ 3,277,423
Receivables:	
Property taxes	1,201,940
Other (net)	128,281
Prepaid expenses	18,285
Supplies inventory	90,898
Non-current assets:	
Fixed assets:	
Non-depreciable:	
Land	581,513
Depreciable:	
Capital assets, net of accumulated depreciation	<u>10,920,083</u>
Total assets	<u>16,218,423</u>
Liabilities:	
Current liabilities:	
Accounts payable	113,859
Other accrued liabilities	69,611
Unearned revenue	714,037
Current portion of long-term obligations	206,808
Non-current liabilities:	
Non-current portion of long-term obligations	<u>3,675,954</u>
Total liabilities	<u>4,780,269</u>
Deferred Inflows of Resources:	
Subsequent year's tax levy	<u>1,979,712</u>
Net Position:	
Net investment in capital assets	7,702,360
Restricted for:	
Expendable:	
Capital outlays	2,195
Unrestricted	<u>1,753,887</u>
Total net position	<u>\$ 9,458,442</u>

The accompanying notes are an integral part of these financial statements

TOWN OF DELAFIELD  
STATEMENT OF ACTIVITIES  
Governmental Activities  
Year Ended December 31, 2016

		Program Revenues					
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions		Net (Expense) Revenue and Changes in Net Position	
Primary government:							
Direct expenses:							
General government	\$ 692,796	67,025	-	26,212		(599,559)	
Public safety	931,565	372,904	105,863	-		(452,798)	
Health and sanitation	633,931	599,779	42,928	-		8,776	
Highway and transportation	1,026,801	9,618	161,821	-		(855,362)	
Parks and recreation	98,486	19,007	40,785	33,084		(5,610)	
Indirect expenses:							
Interest and other related charges	113,038	-	-	-		(113,038)	
Total primary government	\$ 3,496,617	1,068,333	351,397	59,296		(2,017,591)	
General revenues:							
Property taxes					\$ 1,962,872		
Grants not restricted to specific programs					103,515		
Video service provider fee					70,897		
Interest and investment earnings					4,256		
Gain on disposal of fixed assets					286,523		
Total general revenues					2,428,063		
Change in Net Position						410,472	
Net Position - Beginning of Year						9,047,970	
Net Position - End of Year						9,458,442	

The accompanying notes are an integral part of these financial statements

TOWN OF DELAFIELD  
BALANCE SHEET  
Governmental Funds  
December 31, 2016

	<u>General</u>	<u>Debt Service</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Assets:</b>				
Cash and temporary investments	\$ 3,104,528	170,700	2,195	3,277,423
<b>Receivables:</b>				
Taxes	1,059,962	141,978	-	1,201,940
Accounts	62,531	-	-	62,531
Intergovernmental	43,021	-	-	43,021
Prepaid expenditures	18,285	-	-	18,285
Inventory of supplies	90,898	-	-	90,898
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Total assets	<u>\$ 4,379,225</u>	<u>312,678</u>	<u>2,195</u>	<u>4,694,098</u>
<b>Liabilities, Deferred Inflows of Resources and Fund Balance:</b>				
<b>Liabilities:</b>				
Accounts payable	\$ 113,859	-	-	113,859
Accrued payroll	22,060	-	-	22,060
Other accrued liabilities	18,676	-	-	18,676
Unearned revenue	714,037	-	-	714,037
Total liabilities	<u>868,632</u>	<u>-</u>	<u>-</u>	<u>868,632</u>
Deferred Inflows of Resources:				
Subsequent year's tax levy	<u>1,667,034</u>	<u>312,678</u>	<u>-</u>	<u>1,979,712</u>
<b>Fund Balance:</b>				
Nonspendable	109,183	-	-	109,183
Restricted	-	-	2,195	2,195
Assigned	747,905	-	-	747,905
Unassigned	986,471	-	-	986,471
Total fund balance	<u>1,843,559</u>	<u>-</u>	<u>2,195</u>	<u>1,845,754</u>
Total liabilities, deferred inflows of resources and fund balance	<u>\$ 4,379,225</u>	<u>312,678</u>	<u>2,195</u>	<u>4,694,098</u>

The accompanying notes are an integral part of these financial statements



TOWN OF DELAFIELD  
 RECONCILIATION OF THE BALANCE SHEET  
 TO THE STATEMENT OF NET POSITION  
 Governmental Funds  
 December 31, 2016

Total fund balances - governmental funds	\$	1,845,754
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Certain accounts receivable are not available soon enough after year-end to pay for the current year's expenditures, and therefore are not reported in the governmental funds		
		22,729
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds:		
Governmental capital assets	\$	15,793,631
Less: Accumulated depreciation		<u>(4,292,035)</u>
		11,501,596
Interest payable used in the governmental activities are not payable from current resources and therefore are not reported in the governmental funds.		
		(28,875)
Accrued compensated absences are not due and payable in the current period and therefore are not reported in the governmental funds.		
		(68,736)
Long-term liabilities are not due and payable in the current year and therefore are not reported in the governmental funds.		
		<u>(3,814,026)</u>
Total net position - governmental activities	\$	<u><u>9,458,442</u></u>

The accompanying notes are an integral part of these financial statements

TOWN OF DELAFIELD  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
Governmental Funds  
Year Ended December 31, 2016

	General	Debt Service	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>				
Taxes	\$ 1,646,730	316,142	-	1,962,872
Intergovernmental	374,903	-	-	374,903
Regulation and compliance	322,021	-	-	322,021
Charges for services	858,661	-	-	858,661
Public improvement	-	-	33,084	33,084
Interest	4,040	-	216	4,256
Miscellaneous	78,060	-	259,293	337,353
Total revenues	<u>3,284,415</u>	<u>316,142</u>	<u>292,593</u>	<u>3,893,150</u>
<b>Expenditures:</b>				
<b>Current:</b>				
General government	676,634	-	-	676,634
Public safety	659,335	-	-	659,335
Health and sanitation	633,931	-	-	633,931
Highway and transportation	1,001,549	-	-	1,001,549
Parks and recreation	64,313	-	-	64,313
Capital outlays	384,709	-	165,315	550,024
<b>Debt service:</b>				
Principal	-	201,808	-	201,808
Interest	-	114,334	-	114,334
Total expenditures	<u>3,420,471</u>	<u>316,142</u>	<u>165,315</u>	<u>3,901,928</u>
Excess (deficiency) of revenues over expenditures	<u>(136,056)</u>	<u>-</u>	<u>127,278</u>	<u>(8,778)</u>
<b>Other financing sources (uses):</b>				
Transfers in	85,583	-	-	85,583
Transfers out	-	-	(85,583)	(85,583)
Face value of long-term debt	12,204	-	-	12,204
	<u>97,787</u>	<u>-</u>	<u>(85,583)</u>	<u>12,204</u>
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	<u>(38,269)</u>	<u>-</u>	<u>41,695</u>	<u>3,426</u>
<b>Fund balance (deficit):</b>				
January 1	1,881,828	-	(39,500)	1,842,328
December 31	<u>\$ 1,843,559</u>	<u>-</u>	<u>2,195</u>	<u>1,845,754</u>

The accompanying notes are an integral part of the financial statements

TOWN OF DELAFIELD  
 RECONCILIATION OF THE STATEMENT OF REVENUES,  
 EXPENDITURES AND CHANGES IN FUND BALANCES  
 TO THE STATEMENT OF ACTIVITIES  
 Governmental Funds  
 Year Ended December 31, 2016

Net change in fund balances - total governmental funds	\$	3,426
Amounts reported for governmental activities in the Statement of Activities are different because:		
Revenues in governmental funds include those which provide financial resources of the current year but which were earned in prior years.		(3,838)
Contributed capital assets are not included as revenues in the governmental funds. In the State of Activities, however, they are reported at their estimated fair value at the time of acquisition.		26,212
Capital outlays are reported in governmental funds as expenditures. In the Statement of Activities, however, the cost of those assets is depreciated over their estimated useful lives. This is the amount by which capital asset purchases (\$830,515) exceeds depreciation expense (\$632,990).		197,525
In governmental funds proceeds from the sale of assets are financial resources and are recognized as revenue. In the Statement of Activities, only the amount by which the sales proceeds exceed the remaining book value of the sold asset is recognized as revenue.		(8,435)
Interest on long-term debt is recognized as an expenditure in the funds when it is due. In the Statement of Activities, however, interest expense is recognized as it accrues.		1,296
Compensated absences not payable from current year resources are not reported as expenditures of the current year. In the Statement of Activities, however, these costs are current year expenses.		4,682
Debt proceeds provide current financial resources to government funds but issuing debt increases long-term liabilities in the Statement of Net Position.		(12,204)
Repayment of long-term debt obligations is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		<u>201,808</u>
Change in net position of governmental activities	\$	<u>410,472</u>

The accompanying notes are an integral part of these financial statements

TOWN OF DELAFIELD  
BUDGETARY COMPARISON STATEMENT  
General Fund  
Year Ended December 31, 2016

	Budget		Actual Amounts	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Budgetary fund balance, January 1	\$ 1,881,828	1,881,828	1,881,828	-
Resources (inflows):				
Taxes	1,630,447	1,646,724	1,646,730	6
Intergovernmental	365,172	365,172	374,903	9,731
Regulation and compliance	312,885	333,635	322,021	(11,614)
Charges for services	771,291	841,117	858,661	17,544
Interest	6,000	6,000	4,040	(1,960)
Miscellaneous	15,200	50,865	78,060	27,195
Transfers in	-	97,280	85,583	(11,697)
Face amount of long-term debt	-	-	12,204	12,204
Amounts available for appropriation	<u>4,982,823</u>	<u>5,222,621</u>	<u>5,264,030</u>	<u>41,409</u>
Charges to appropriations (outflows):				
Current:				
General government	646,213	702,486	676,634	25,852
Public safety	752,131	752,722	659,335	93,387
Health and sanitation	605,616	635,926	633,931	1,995
Highway and transportation	1,078,399	1,030,562	1,001,549	29,013
Parks and recreation	59,376	64,313	64,313	-
Capital outlays	<u>316,530</u>	<u>429,996</u>	<u>384,709</u>	<u>45,287</u>
Total charges to appropriations	<u>3,458,265</u>	<u>3,616,005</u>	<u>3,420,471</u>	<u>195,534</u>
Fund balance, December 31	<u>\$ 1,524,558</u>	<u>1,606,616</u>	<u>1,843,559</u>	<u>236,943</u>

The accompanying notes are an integral part of the financial statements

TOWN OF DELAFIELD  
STATEMENT OF FIDUCIARY NET POSITION  
Agency Fund  
December 31, 2016

Assets:	
Cash and cash equivalents	\$ 11,077,587
Taxes receivable	<u>9,106,533</u>
Total assets	<u>\$ 20,184,120</u>
Liabilities:	
Due to other taxing units:	
School districts	\$ 16,099,315
Waukesha County	3,441,629
State of Wisconsin	256,617
Sanitary district	257,743
Deposits:	
Occupancy bonds	91,450
Developer	35,166
Holding tank	<u>2,200</u>
Total liabilities	<u>\$ 20,184,120</u>

The accompanying notes are an integral part of the financial statements

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

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TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(1) Summary of Significant Accounting Policies**

The accounting and reporting policies of the Town of Delafield included in the accompanying basic financial statements conform to accounting principles generally accepted in the United States of America applicable to state and local governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The following is a summary of the more significant accounting policies:

**A. Reporting Entity**

This report includes all of the funds of the Town of Delafield. The reporting entity for the Town consists of the primary government, organizations for which the primary government is financially accountable and other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or burdens on the primary government. The primary government may be financially accountable if an organization is fiscally dependent on the primary government. This report does not contain any component units.

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

**Government-Wide Financial Statements**

The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment, are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The Town does not allocate indirect expenses to functions in the statement of activities. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported instead as general revenues. Internally dedicated resources are reported as general revenues rather than as program revenues.

**Fund Financial Statements**

The accounts of the Town are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues and expenditures. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Funds are organized as major funds or non-major funds within the governmental statements. An emphasis is placed on major funds within the governmental category. Major individual governmental funds are reported in separate columns in the fund financial statements.

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(1) Summary of Significant Accounting Policies - Continued**

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

**Fund Financial Statements - continued**

A fund is considered major if it is the primary operating fund of the Town or meets the following criteria:

- a. Total assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses of that individual fund is at least 10 percent of the corresponding total for all funds of that category or type, and
- b. The same element of the individual fund that met the 10 percent test is at least 5 percent of the corresponding total for all funds combined.
- c. In addition, any other fund that the Town believes is particularly important to financial statement users may be reported as a major fund.

The Town reports the following major governmental funds:

*General Fund* – The general fund accounts for the Town's primary operating activities. It is used to account for all financial resources except those required to be accounted for in another fund.

*Debt Service Fund* – The debt service fund accounts for resources accumulated and payments made for principal and interest on long-term debt.

The Town reports the following non-major governmental funds:

*Capital Improvements Fund* – The capital improvements fund is a special revenue fund which accounts for resources accumulated and payments made for major capital improvements.

*Impact Fee Fund* – The impact fee fund is a special revenue fund which accounts for the proceeds of specific revenue sources that are legally restricted to expenditures for parks, playgrounds and athletic fields.

*Fire Station/ Town Hall Capital Projects Fund* – This capital projects fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures for the construction of the new town hall/ fire station equipment.

In addition, the Town reports the following fund type:

*Agency Fund* – The agency fund accounts for assets held by the Town in a trustee capacity or as an agent for individuals, private organizations, and/or other governmental units.

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

**Government-Wide Financial Statements**

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Accordingly, all the Town's assets, deferred outflows of resources, liabilities and deferred inflows of resources, including capital assets and long-term liabilities, are included in the accompanying Statement of Net Position.



TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(1) Summary of Significant Accounting Policies - Continued**

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

**Government-Wide Financial Statements – continued**

Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Property taxes are recognized as revenues in the year for which they are levied.

Taxes receivable for the following year are recorded as receivables and deferred inflows of resources. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider are met.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

**Fund Financial Statements**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the Town considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on long-term debt, claims, and judgments, which are recorded as a fund liability when expected to be paid with expendable available financial resources. Property taxes are recorded in the year levied as receivables and deferred inflows of resources. They are recognized as revenues in the succeeding year when services financed by the levy are being provided.

Franchise fees, inspection fees, refuse collection fees and ambulance transport fees associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Intergovernmental aids and grants are recognized as revenues in the period the Town is entitled to the resources and the amounts are available. Amounts owed to the Town but not available are recorded as receivables and deferred inflows of resources. Amounts received prior to the entitlement period are recorded as current liabilities.

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity**

**1. Deposits and Investments**

Wisconsin municipalities are authorized by statute to invest idle funds in the following institutions and investments:

- a. Time deposits in any credit union, bank, savings bank, trust company or savings and loan association, which is authorized to transact business in this state if the time deposits mature in not more than 3 years.
- b. Bonds or securities issued or guaranteed as to principal and interest by the federal government or by a commission, board or other instrumentality of the federal government.
- c. Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of this state.

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(1) Summary of Significant Accounting Policies - Continued**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity - continued**

**1. Deposits and Investments - continued**

- d. Bonds issued by a local exposition district, local professional baseball park district, local professional football stadium district or local cultural arts district.
- e. Bonds issued by the University of Wisconsin Hospitals and Clinics Authority or the Wisconsin Aerospace Authority.
- f. Any security which matures or which may be tendered for purchase at the option of the holder within not more than 7 years of the date on which it is acquired, if that security has a rating which is the highest or 2nd highest rating category assigned by Standard & Poor's corporation, Moody's investors service or other similar nationally recognized rating agency or if that security is senior to, or on a parity with, a security of the same issuer which has such a rating.
- g. Securities of an open-end management investment company or investment trust, if the investment company or investment trust does not charge a sales load, if the investment company or investment trust is registered under the investment company act of 1940, 15 USC 80a-1 to 80a-64, and if the portfolio of the investment company or investment trust is limited to the following:
  - 1. Bonds and securities issued by the federal government or a commission, board or other instrumentality of the federal government.
  - 2. Bonds that are guaranteed as to principal and interest by the federal government or a commission, board or other instrumentality of the federal government.
  - 3. Repurchase agreements fully collateralized by bonds or securities under (g) 1 or 2.
- h. Bonds or securities issued under the authority of the municipality, whether the bonds or securities create a general municipality liability or a liability of the property owners of the municipality for special improvements, and may sell or hypothecate the bonds or securities.
- i. The Local Government Pooled Investment Fund.
- j. Repurchase agreements with public depositories, if federal bonds or securities secure the agreement.

Investments made during 2016 were held in the Town's name and were in accordance with those allowable by state statutes.

The Wisconsin Local Government Investment Pool (LGIP) is part of the State Investment Fund (SIF), and is managed by the State of Wisconsin Investment Board. The SIF is unrated and is not registered with the Securities and Exchange Commission, but operates under the statutory authority of Wisconsin Chapter 25. The SIF reports the fair value of its underlying assets annually. Participants in the LGIP have the right to withdraw their funds in total on one day's notice. At December 31, 2016, the fair value of the Town's share of the LGIP's assets was substantially equal to the amount as reported in these statements.

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(1) Summary of Significant Accounting Policies - Continued**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity – continued**

**2. Receivables**

Property taxes are levied in December on the assessed value as of the prior January 1. In addition to property taxes for the Town, taxes are collected for and remitted to the state and county governments as well as the local school district and technical college district. Taxes for all state and local governmental units billed in the current year for the succeeding year are reflected as receivables and due to other taxing units on the accompanying agency fund balance sheet.

Property tax calendar – 2016 tax roll:

Levy:	
Tax lien and levy date	December 2016
Tax bills mailed	December 2016
Due dates:	
Real property taxes:	
Payment in full or first installment	January 31, 2017
Second installment payable to County	July 31, 2017
Personal property taxes, special assessments and special charges, in full	January 31, 2017
Tax settlements with taxing jurisdictions:	
First settlement	January 15, 2017
Second settlement	February 20, 2017
Final settlement	August 20, 2017
Tax sale - 2016 delinquent real estate taxes	October 2019

Delinquent real estate taxes as of July 31 are paid in full by Waukesha County, which assumes their collection. The Town maintains responsibility for collection of delinquent personal property taxes.

**3. Inventories and Prepaid Items**

Governmental fund inventories are valued at cost on a first in, first out basis. Inventory in the general fund consists of expendable supplies held for consumption. Costs are recorded as expenditures at the time individual inventory items are consumed. Reported inventories are offset as nonspendable fund balance, which indicates that they do not constitute "available spendable resources" even though they are a component of net position.

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

**4. Capital Assets**

**Government – Wide Statements**

In the government-wide financial statements, fixed assets are accounted for as capital assets. Capital assets are defined by the government as assets with an initial cost of more than \$5,000 and an estimated useful life in excess of three years. All capital assets are valued at historical cost or estimated historical cost if actual amounts are unavailable. Donated fixed assets are recorded at their estimated acquisition value at the date of donation. Acquisition value is the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction at the acquisition date, or the amount at which a liability could be liquidated with the counterparty at the acquisition date.

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(1) Summary of Significant Accounting Policies - Continued**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity – continued**

**4. Capital Assets - continued**

**Government – Wide Statements - continued**

Prior to 2004, infrastructure assets of governmental funds were not capitalized. Upon implementing GASB 34, governmental units were required to account for all capital assets, including infrastructure, in the government-wide statements. As allowed under the reporting standards the Town elected to report its infrastructure prospectively from the date of implementation.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation.

The range of estimated useful lives by type of asset is as follows:

Buildings and improvements	5-50 Years
Land improvements	10-40 Years
Machinery and equipment	5-20 Years
Vehicles	5-25 Years
Infrastructure	10-50 Years

**Fund Financial Statements**

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

**5. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position or fund balance that applies to a future period and thus, will not be recognized as an outflow of resources (expenditure) until then. The Town currently does not have any items that qualify for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section of deferred inflows of resources. This separate financial statement element represents an acquisition of net position or fund balance that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The Town's property tax levy qualifies for reporting in this category. These amounts will be recognized as an inflow of resources in the subsequent year for which they were levied and/or assessed.

**6. Compensated Absences**

Compensated absences represent liabilities arising from the Town's sick leave and vacation leave policies. The sick leave policy allows full-time and supervisory employees to accrue sick leave at a rate of one day per month to a maximum of 360 hours for fire department personnel and 320 hours for all other eligible employees. Employees, with a minimum of 15 years of service, will receive payment upon leaving employment with the Town for those accumulated unused hours at the hourly rate or equivalent that they were paid at the time their tenure is ended. A liability is recorded only to the extent that it is estimated to result in termination payments. At December 31, 2016 the total liability for payments related to accrued sick time was \$68,736.

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(1) Summary of Significant Accounting Policies - Continued**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity – continued**

**6. Compensated Absences - continued**

The Town's vacation leave policy allows employees to accrue vacation benefits. Vacation leave accrues to a maximum of four weeks based upon each employee's length of service. A maximum of 40 hours of the earned benefit can be carried over to the following year. No vacation time was accrued at December 31, 2016.

All vested vacation and sick leave pay is accrued when earned in the full-accrual government-wide financial statements. The vacation pay liability is reported in governmental fund financial statements however, vested sick pay is accrued only to the extent that it is expected to utilize current financial resources.

**7. Long-Term Obligations**

All long-term obligations to be repaid from governmental resources are reported as liabilities in the government-wide statements. The long-term obligations consist of bonds and notes payable.

Long-term obligations for governmental funds are not reported as liabilities in the fund financial statements. The face value of debts (plus any premiums) is reported as other financing sources and payments of principal and interest are reported as expenditures.

**8. Claims and Judgments**

Claims and judgments are recorded as liabilities if all of the conditions of Governmental Accounting Standards Board pronouncements are met. Claims and judgments that would normally be liquidated with expendable available financial resources are recorded during the year as expenditures in the governmental funds. If they are not to be liquidated with expendable available financial resources, no liability is recognized in the governmental fund statements. The related expenditure is recognized when the liability is liquidated. Claims and judgments are recorded in the government-wide statements as expenses when the related liabilities are incurred. There were no significant claims or judgments at year end.

**9. Equity Classifications**

**Government-Wide Statements**

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

- a. Net investment in capital assets includes the Town's capital assets, net of accumulated depreciation, reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position includes assets with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or, (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position includes all other net positions that do not meet the definition of "net investment in capital assets" or "restricted".

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(1) Summary of Significant Accounting Policies - Continued**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity – continued**

**9. Equity Classifications - continued**

**Fund Statements**

Governmental fund equity is classified as fund balance. In accordance with Governmental Standards Board Statement No. 54 fund balance is further categorized into five classifications based on the constraints imposed on the use of these resources. These five classifications are nonspendable, restricted, committed, assigned and unassigned.

Nonspendable fund balance includes amounts that cannot be spent because they are either not spendable form – prepaids or inventories; or are legally or contractually required to be maintained intact. The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned, and unassigned.

- a. Restricted - This classification reflects the constraints imposed on resources externally by creditors, grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provisions or enabling legislation.
- b. Committed - These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the Town Board, the government's highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the Town Board removes the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.
- c. Assigned - This classification reflects the amounts the Town intends to be used for a specific purpose, but are neither restricted nor committed. The Town Board has the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.
- d. Unassigned - This fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

The Town has not adopted a fund balance spend-down policy regarding the order in which fund balance will be utilized. In these circumstances GASB Statement No. 54 indicates that restricted funds are to be spent first, followed by committed funds, and then assigned funds. Unassigned funds would be spent last.

**10. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles require management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(2) Reconciliation of Government-Wide and Fund Financial Statements**

**A. Explanation of Certain Differences between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Position**

The financial statements include reconciliation between fund balance – total governmental funds as reported in the governmental fund balance sheet and net position – governmental activities as reported in the government-wide statement of net position.

Certain accounts receivable totaling \$22,729, were not available soon enough after year-end to pay for the current year's expenditures and therefore are not reported in the governmental funds.

Capital assets, net of accumulated depreciation, of \$11,501,596 used in governmental funds are not financial resources and, therefore, are not reported in the funds.

Certain liabilities applicable to the Town's governmental activities are not due and payable in the current period, and accordingly, are not reported as fund liabilities. Interest on long-term debt is not accrued in governmental funds, but rather is recognized as an expenditure when due. All liabilities, both current and long-term, are reported in the statement of net position.

G.O bonds payable	\$ 3,650,000
G.O. promissory notes payable	155,890
Installment loans payable	8,136
Accrued interest	28,875
Accrued compensated absences	<u>68,736</u>
	<u>\$ 3,911,637</u>

**B. Explanation of Certain Differences between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government - Wide Statement of Activities**

The financial statements include reconciliation between net change in fund balances – total governmental funds as reported in the statement of revenues, expenditures and changes in fund balances and change in net position of governmental activities as reported in the government-wide statement of activities.

A significant element of the reconciliation is the purchase of long-term capital assets and the repayment of long-term debt both of which consume current financial resources of governmental funds. These are not considered current year expenditures in the government-wide statement of activities.

Capital asset purchases	\$ 830,515
Principal repayments	<u>201,808</u>
	<u>\$ 1,032,323</u>

Certain expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. The details of this difference are as follows:

Depreciation expense	\$ 632,990
Decrease in accrued interest payable	(1,296)
Decrease in long-term accrued compensated absences	(4,682)
Net book value of fixed assets disposed of	<u>8,435</u>
	<u>\$ 635,447</u>

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(2) Reconciliation of Government-Wide and Fund Financial Statements - Continued**

**B. Explanation of Certain Differences between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government - Wide Statement of Activities - continued**

Contributions of assets from third parties are reported as revenues in the statement of activities but since they do not provide current financial resources they are omitted from the governmental fund statements. These totaled \$26,212 in 2016.

Long-term debt proceeds of \$12,204 provide financial resources in the governmental funds but increase long-term liabilities in the statement of net position.

The final element of the reconciliation relates to revenues of \$3,838 that provide financial resources in the current year and are reported in the governmental funds. These were earned in prior years and therefore are not reported in the statement of activities.

**(3) Stewardship, Compliance, and Accountability**

**A. Budgetary Information**

Budgetary information is derived from the annual operating budget and is presented using the same basis of accounting for each fund as described in Note 1(C). The Town prepares an annual budget for all funds on a basis consistent with generally accepted accounting principles.

Public hearings are conducted on the proposed budget prior to Town Board approval. After such hearings the Town holds a special town meeting at which time the Town residents set and approve the annual tax levy. The budget is legally enacted prior to December 31 through approval of the Town Board.

The general fund budget is adopted at the departmental level of expenditure. All other governmental funds of the Town are adopted at the functional level of expenditure. Subsequent to the enactment of the budget, the Town Board has the authority to make amendments to the budget, which may result in changes in total appropriations. Such amendments require approval of two-thirds of the governing body. Amendments made to the original approved general fund budget were in accordance with these requirements and included the following:

	<u>Original</u>	<u>Amended</u>
General Fund		
Revenues and other financing sources:		
Charges for services	\$ 771,291	841,117
Miscellaneous	15,200	50,865
Transfers in	-	97,280
Expenditures:		
General government	646,213	702,486
Highway and transportation	1,078,399	1,030,562
Capital outlays	316,530	429,996
Impact Fee Fund		
Expenditures:		
Capital outlays	69,274	91,712
Capital Projects Fund		
Revenues:		
Miscellaneous – Sale of assets	-	259,293
Expenditures:		
Capital outlays	-	48,533



TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(3) Stewardship, Compliance, and Accountability - Continued**

**A. Budgetary Information - continued**

The budgetary comparison statement for the general fund is shown as part of the basic financial statements. Budgetary comparisons for all other governmental funds are included in supplemental information.

**B. Limitations of the Town's Tax Levy**

Wisconsin Statute 66.0602 limits the Town's property tax levy, with exceptions, to its prior tax levy, increased by the percentage change in the Town's equalized value due to new construction. Changes in debt service from one year to the next are generally exempt from this limit.

**(4) Detailed Notes on All Funds**

**A. Deposits and Investments**

The Town's deposits at December 31, 2016 were comprised of the following:

	<u>Carrying Value</u>	<u>Bank and Investment Balances</u>	<u>Associated Risks</u>
Deposits	\$ 14,089,668	14,142,819	Custodial credit risk
Non-negotiable certificates of deposit	250,000	250,000	Custodial credit risk
LGIP	14,792	14,792	Credit and Interest rate risk
Petty cash	<u>550</u>	<u>550</u>	
	<u>\$ 14,355,010</u>	<u>14,408,161</u>	

The difference between the carrying value and bank balance is due to deposits in transit and outstanding checks. Reconciliation of the carrying values of the deposits and investments to the statement of net position and statement of fiduciary assets is as follows:

Per Statement of Net Position	\$ 3,277,423
Per Statement of Fiduciary Net Position	<u>11,077,587</u>
	<u>\$ 14,355,010</u>

At December 31, 2016, idle funds were invested in time and demand deposits of authorized depositories. Such deposits and investments are insured in any one depository institution through federal depository insurance funds. Insurance coverage for governmental depositories depends upon the type of deposit and the location of the insured depository institution.

All time and savings deposits owned by the Town and held by the Town's official custodian in an insured depository institution within the State of Wisconsin are combined and insured up to \$250,000. All demand deposits owned by the Town and held by the Town's official custodian in an insured depository institution within the State of Wisconsin are combined and insured up to \$250,000. For the purpose of these rules, the term 'time and savings deposits' includes NOW accounts and money market deposit accounts. The term 'demand deposits' means both interest bearing and non-interest bearing deposits that are payable on demand and for which the depository institution does not reserve the right to require advance notice of an intended withdrawal. For accounts held by the Town located outside the State of Wisconsin, all time, savings, and demand deposits are combined within each depository institution and insured up to \$250,000.

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(4) Detailed Notes on All Funds - Continued**

**A. Deposits and Investments - continued**

In addition to FDIC insurance, there is insurance currently available through the State of Wisconsin depository insurance program, which would provide a maximum of \$400,000 of insurance on deposits in any one institution. The amount available to fund the entire Wisconsin program is limited and, therefore, the actual benefits available at a time of claim would depend upon the remaining balance in the state fund.

The State Investment Fund, which the LGIP is a part of, had 96% of its investments in U.S. government securities at December 31, 2016.

*Custodial Credit Risk*

Custodial credit risk is the risk that in the event of a financial institution failure, the Town would not be able to recover its deposits or collateral securities that are in the possession of an outside party. As of December 31, 2016, \$12,224,143 of the Town's total bank balance was collateralized with financial institutions in excess of federal depository insurance limits.

Fluctuating cash flows during January and December, due to tax collections, result in temporary cash and investment balances, which significantly exceed insured amounts, until settlement with the respective taxing jurisdictions during the following month. The Town does not have a deposit policy for custodial credit risk.

*Credit and Interest Rate Risk*

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value has to changes in market interest rates. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure of fair value losses arising from changes in interest rates.

At December 31, 2016 the Town held investments with a fair value of \$14,792 in the LGIP. The average maturity date for investments held by the LGIP is 61 days.

**B. Receivables**

Governmental fund financial statements report deferred inflows of resources in connection with receivables not considered available to liquidate liabilities of the current period. Property taxes levied for the subsequent year are not earned and cannot be used to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned.

At the end of the current fiscal year, the various components of the Town's receivables included deferred inflows of resources reported in the governmental fund financial statements as follows:

	<u>Unearned</u>	<u>Unavailable</u>	<u>Total</u>
Current year receivables:			
General fund	\$ 1,059,962	-	1,059,962
Debt service fund	<u>141,978</u>	-	<u>141,978</u>
	<u>\$ 1,201,940</u>	-	<u>1,201,940</u>

In addition, other receivables are reported in the government-wide financial statements net of the amount estimated to be uncollectible of \$60,536.

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(4) Detailed Notes on All Funds - Continued**

**C. Capital Assets**

Capital asset activity in the governmental activities for the year ended December 31, 2016 was as follows:

	Balance <u>12/31/15</u>	<u>Additions</u>	<u>Disposals</u>	Balance <u>12/31/16</u>
Capital Assets Not Being Depreciated:				
Land	\$ 586,513	-	5,000	581,513
Construction in progress	<u>350,200</u>	-	<u>350,200</u>	-
	<u>936,713</u>	-	<u>355,200</u>	<u>581,513</u>
Capital Assets Being Depreciated:				
Buildings and improvements	4,565,455	-	-	4,565,455
Land improvements	581,691	91,605	-	673,296
Machinery and equipment	982,028	50,046	4,907	1,027,167
Vehicles	2,008,857	603,704	236,242	2,376,319
Infrastructure	<u>6,108,309</u>	<u>461,572</u>	-	<u>6,569,881</u>
	<u>14,246,340</u>	<u>1,206,927</u>	<u>241,149</u>	<u>15,212,118</u>
Total capital assets	<u>15,183,053</u>	<u>1,206,927</u>	<u>596,349</u>	<u>15,793,631</u>
Less Accumulated Depreciation:				
Buildings and improvements	(505,616)	(108,692)	-	(614,308)
Land improvements	(386,231)	(20,742)	-	(406,973)
Machinery and equipment	(353,858)	(79,506)	(1,472)	(431,892)
Vehicles	(1,136,812)	(94,916)	(236,242)	(995,486)
Infrastructure	<u>(1,514,242)</u>	<u>(329,134)</u>	-	<u>(1,843,376)</u>
Total accumulated depreciation	<u>(3,896,759)</u>	<u>(632,990)</u>	<u>(237,714)</u>	<u>(4,292,035)</u>
Capital assets, net of depreciation	<u>\$ 11,286,294</u>	<u>573,937</u>	<u>358,635</u>	<u>11,501,596</u>

Depreciation expense was charged to functions as follows:

Governmental activities:	
General government	\$ 55,908
Public safety	176,506
Highway and transportation	380,693
Parks and recreation	<u>19,883</u>
	<u>\$ 632,990</u>

**D. Payables**

Payables as of December 31, 2016 for the Town's individual major funds and non-major funds in the aggregate, are as follows:

Accounts payable	\$ 113,859
Accrued payroll	22,060
Other accrued liabilities	<u>18,676</u>
Total per fund balance sheet	154,595
Accrued interest	<u>28,875</u>
Total per government-wide statement of net position	<u>\$ 183,470</u>

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(4) Detailed Notes on All Funds - Continued**

**E. Long-Term Obligations**

Long-term obligations activity for the year ended December 31, 2016 was as follows:

	Balance <u>12/31/15</u>	<u>Increases</u>	<u>Decreases</u>	Balance <u>12/31/16</u>	Amounts Due Within <u>One Year</u>
Governmental Activities:					
General obligation debt	\$ 4,003,630	-	197,740	3,805,890	202,740
Installment loan	-	12,204	4,068	8,136	4,068
Other liabilities:					
Vested compensated absences	<u>73,418</u>	-	<u>4,682</u>	<u>68,736</u>	-
 Total governmental long-term liabilities	 <u>\$ 4,077,048</u>	 <u>12,204</u>	 <u>206,490</u>	 <u>3,882,762</u>	 <u>206,808</u>

All general obligation and installment debt will be retired by future property tax levies.

In accordance with Wisconsin Statutes, total general obligation indebtedness of the Town may not exceed 5% of the equalized value of taxable property within the Town of \$1,511,953,301. The debt limit as of December 31, 2016, was \$75,597,665. Total general obligation debt outstanding at year-end was \$3,805,890. The following is a list of long-term obligations at December 31, 2016:

	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Indebtedness</u>	Balance <u>12/31/16</u>	Amounts Due Within <u>One Year</u>
General obligation debt:					
2010 Promissory note	1/25/20	3.25%	\$ 352,750	141,100	35,275
2014 Promissory note	2/15/22	0%	19,720	14,790	2,465
2014 Town building bonds	4/1/34	2.0-3.75%	3,950,000	3,650,000	165,000
Installment loan	2018	0%	12,204	<u>8,136</u>	<u>4,068</u>
				 <u>\$ 3,814,026</u>	 <u>206,808</u>

Debt service requirements to maturity are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 206,808	109,938	316,746
2018	211,808	105,441	317,249
2019	207,740	100,894	308,634
2020	212,740	96,298	309,038
2021	177,465	92,225	269,690
2022 - 2026	952,465	390,725	1,343,190
2027 - 2031	1,095,000	233,976	1,328,976
2032 - 2034	<u>750,000</u>	<u>42,637</u>	<u>792,637</u>
	 <u>\$ 3,814,026</u>	 <u>1,172,134</u>	 <u>4,986,160</u>

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(4) Detailed Notes on All Funds - Continued**

**F. Governmental Activities Net Position/Fund Balances**

Governmental activities net position reported on the government-wide statement of net position at December 31, 2016 includes the following:

Governmental Activities	
Net investment in capital assets:	
Capital assets, net of accumulated depreciation	\$11,501,596
Less: related long-term debt outstanding, excluding borrowings for non-capital purposes	<u>(3,799,236)</u>
	7,702,360
Restricted	
Expendable	
Enabling legislation for capital projects	2,195
Unrestricted	<u>1,753,887</u>
Total governmental activities net position	<u>\$ 9,458,442</u>

Governmental fund balances reported on the fund financial statements at December 31, 2016 include the following:

Non-Spendable - Major Funds:	
General Fund	
Prepaid expenditures	\$ 18,285
Inventory of supplies	90,898
Restricted:	
Non-Major Funds	
Impact Fee Funds:	
Capital improvements	2,195
Assigned - Major Funds:	
General Fund	
Future capital outlays	660,360
Park improvements	87,545
Unassigned - Major Funds:	
General Fund	
	<u>986,471</u>
Total governmental fund balances	<u>\$ 1,845,754</u>

**G. Interfund Transfers**

The final phase of the Fire Station/ Town Hall Capital Projects fund project was to raze the former Fire Station #1, subdivide the property and sell the newly created parcels. The proceeds of the property sales resulted in a surplus of \$85,583 in the Fire Station/ Town Hall Capital Projects fund which was then transferred to the General fund.

**(5) Other Information**

**A. Other Employee Benefits**

The Town provides for benefits in lieu of a formal retirement plan for full time employees by contributing eleven percent of the employee's yearly base salary to a deferred compensation plan. Costs related to the Town's contributions are accrued when earned and the total cost for the year ended December 31, 2016, was \$58,468.

TOWN OF DELAFIELD  
NOTES TO FINANCIAL STATEMENTS

**(5) Other Information - Continued**

**B. Risk Management**

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by commercial insurance purchased from independent third parties. Settled claims from these risks have not exceeded commercial insurance coverage during the past three years.

**C. Subsequent Events**

In preparing the financial statements, the Town has evaluated events and transactions for potential recognition or disclosure through April 12, 2017, the date the financial statements were available to be issued. There were no subsequent events that required recognition or disclosure.

**SUPPORTING SCHEDULES**

TOWN OF DELAFIELD  
 STATEMENT OF NET EXPENDITURES, REVENUES AND CHANGES IN FUND BALANCE - BUDGETARY BASIS  
 All Governmental Fund Types  
 Year Ended December 31, 2016

	Program Revenues and Other Sources			Net (Expenditure)
Expenditures	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Changes in Fund Balance
Current:				
General government	\$ 676,634	69,471	-	(607,163)
Public safety	659,335	374,296	-	(179,176)
Health and sanitation	633,931	599,779	-	8,776
Highway and transportation	1,001,549	9,618	-	(830,110)
Parks and recreation	64,313	19,007	33,084	28,563
Capital outlays	550,024	-	-	(550,024)
Debt service:				
Principal	201,808	-	-	(201,808)
Interest	114,334	-	-	(114,334)
Total primary government	\$ 3,901,928	1,072,171	351,397	(2,445,276)
General revenues and other financing sources:				
Property taxes				\$ 1,962,872
Grants not restricted to specific programs				103,515
Video service provider fee				70,897
Sale of assets				294,958
Interest and investment earnings				4,256
Face amount of long-term debt				12,204
Total general revenues and other financing sources				2,448,702
Excess (deficiency) of revenues over expenditures				3,426
Fund balance - Beginning of year				1,842,328
Fund balance - End of year				\$ 1,845,754



TOWN OF DELAFIELD  
General Fund  
STATEMENT OF REVENUES COMPARED TO BUDGET  
Year Ended December 31, 2016

	Budget		Actual	Variance: Favorable (Unfavorable)
	Original	Final		
<b>Taxes:</b>				
General tax levy	\$ 1,630,382	1,626,314	1,626,314	-
Land-use penalties	-	20,345	20,345	-
Sales tax discount	40	40	40	-
Managed forest land	25	25	31	6
	<u>1,630,447</u>	<u>1,646,724</u>	<u>1,646,730</u>	<u>6</u>
<b>Total taxes</b>				
<b>Intergovernmental:</b>				
State shared revenues	99,764	99,764	97,385	(2,379)
Fire insurance dues	46,000	46,000	51,453	5,453
Public safety grants	-	-	3,814	3,814
Lake patrol aids	11,610	11,610	11,372	(238)
Aids in lieu of taxes	5,400	5,400	5,604	204
Exempt computer aids	300	300	526	226
Transportation aids	161,667	161,667	161,821	154
County recycling aids	40,431	40,431	42,928	2,497
	<u>365,172</u>	<u>365,172</u>	<u>374,903</u>	<u>9,731</u>
<b>Total intergovernmental</b>				
<b>Regulation and compliance:</b>				
<b>Licenses:</b>				
Liquor	1,900	1,900	1,540	(360)
Operator	400	400	1,490	1,090
Soda	35	35	30	(5)
Dog	4,200	4,200	3,511	(689)
Other	100	100	250	150
<b>Permits:</b>				
Building	110,000	110,000	89,816	(20,184)
Electrical	36,000	36,000	34,748	(1,252)
Heating	30,000	30,000	29,532	(468)
Plumbing	30,000	30,000	27,511	(2,489)
Zoning	21,000	21,000	16,615	(4,385)
Temporary occupancy	1,500	1,500	4,830	3,330
State code stamps	400	400	1,085	685
Driveway	100	100	200	100
Other	-	-	125	125

TOWN OF DELAFIELD  
General Fund  
STATEMENT OF REVENUES COMPARED TO BUDGET  
Year Ended December 31, 2016

	Budget		Actual	Variance: Favorable (Unfavorable)
	Original	Final		
Regulation and compliance - continued:				
Building reinspection	\$ 250	250	180	(70)
Court fines	7,000	7,000	18,911	11,911
Occupancy bond forfeitures	-	20,750	20,750	-
Video service provider fee	70,000	70,000	70,897	897
Total regulation and compliance	<u>312,885</u>	<u>333,635</u>	<u>322,021</u>	<u>(11,614)</u>
Charges for services:				
Sales of maps and code books	50	50	263	213
Tax search	500	500	1,075	575
Public hearing	5,000	5,000	1,750	(3,250)
Reimbursed fees:				-
Engineering	15,000	31,362	31,362	-
Legal	5,000	26,700	26,700	-
Sale of highway materials	7,425	7,425	9,618	2,193
Refuse collection	596,516	596,516	599,779	3,263
House numbers	100	100	-	(100)
Fire runs	2,500	2,500	16,198	13,698
Ambulance runs	115,000	115,000	113,795	(1,205)
Services to Wisconsin	7,300	39,064	39,064	-
Park reservation fees	5,000	5,000	6,562	1,562
Baseball program fees	9,000	9,000	9,550	550
Team sponsors	2,500	2,500	2,895	395
Other	400	400	50	(350)
Total charges for services	<u>771,291</u>	<u>841,117</u>	<u>858,661</u>	<u>17,544</u>
Interest:				
Investments	6,000	6,000	4,040	(1,960)
Miscellaneous:				
Donations	15,000	15,000	40,945	25,945
Sale of assets	-	35,665	35,665	-
Other	200	200	1,450	1,250
Total miscellaneous	<u>15,200</u>	<u>50,865</u>	<u>78,060</u>	<u>27,195</u>
Total revenues	<u>\$ 3,100,995</u>	<u>3,243,513</u>	<u>3,284,415</u>	<u>40,902</u>

TOWN OF DELAFIELD  
General Fund  
STATEMENT OF EXPENDITURES COMPARED TO BUDGET  
Year Ended December 31, 2016

	Budget		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
General government:				
Town board	\$ 46,528	46,528	41,738	4,790
Clerk/Treasurer	219,883	219,883	203,919	15,964
Elections	23,075	23,075	20,064	3,011
Assessor	36,423	36,719	36,719	-
Outside services:				
Legal	55,000	71,336	71,336	-
Accounting	29,600	33,744	33,744	-
Engineering	139,350	166,256	166,256	-
Town hall	41,090	42,410	42,410	-
Plan commission	4,499	4,499	2,677	1,822
Board of appeals	265	265	-	265
Insurance	50,500	57,771	57,771	-
Total general government	<u>646,213</u>	<u>702,486</u>	<u>676,634</u>	<u>25,852</u>
Public safety:				
Law enforcement	58,721	59,312	59,312	-
Inspection	130,185	130,185	110,590	19,595
Lake patrol	25,005	25,005	24,679	326
Fire and rescue	538,220	538,220	464,754	73,466
Total public safety	<u>752,131</u>	<u>752,722</u>	<u>659,335</u>	<u>93,387</u>
Health and sanitation:				
Refuse collection	596,516	625,280	625,280	-
Stormwater control	4,600	4,600	2,605	1,995
Animal control	3,500	3,500	3,500	-
Hazardous waste	1,000	2,546	2,546	-
Total health and sanitation	<u>605,616</u>	<u>635,926</u>	<u>633,931</u>	<u>1,995</u>

TOWN OF DELAFIELD  
 General Fund  
 STATEMENT OF EXPENDITURES COMPARED TO BUDGET  
 Year Ended December 31, 2016

	Budget		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
Highway and transportation:				
Operations and maintenance	\$ 1,078,399	1,030,562	1,001,549	29,013
Parks and recreation:				
Parks	16,903	20,840	20,840	-
Recreation	42,473	43,473	43,473	-
Total parks and recreation	59,376	64,313	64,313	-
Capital outlays:				
General government:				
Elections	4,068	12,204	12,204	-
Public safety:				
Fire and rescue	253,360	255,790	255,790	-
Highway	2,000	104,900	104,900	-
Parks and recreation:				
Parks	57,102	57,102	11,815	45,287
Total capital outlays	316,530	429,996	384,709	45,287
Total expenditures	\$ 3,458,265	3,616,005	3,420,471	195,534

TOWN OF DELAFIELD  
Debt Service Fund  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
ACTUAL AND BUDGET  
Year Ended December 31, 2016

	<u>Actual</u>	<u>Budget</u>	Variance: Favorable (Unfavorable)
Revenues:			
Tax levy	\$ 316,142	316,142	-
Expenditures:			
Debt service:			
Principal	201,808	201,808	-
Interest	114,334	114,334	-
Total expenditures	<u>316,142</u>	<u>316,142</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	-	<u>-</u>	<u>-</u>
Fund balance, January 1	<u>-</u>		
Fund balance, December 31	\$ <u>-</u>		

TOWN OF DELAFIELD  
Non-Major Governmental Funds  
COMBINING STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCES  
Year Ended December 31, 2016

	Special Revenue		Capital Projects Fire Station/ Town Hall	Total Non-Major Funds
	Capital Improvements	Impact Fee		
Revenues:				
Public improvement	\$ -	33,084	-	33,084
Interest	-	29	187	216
Miscellaneous:				
Sale of assets	-	-	259,293	259,293
Total revenues	<u>-</u>	<u>33,113</u>	<u>259,480</u>	<u>292,593</u>
Expenditures:				
Capital outlays	<u>25,070</u>	<u>91,712</u>	<u>48,533</u>	<u>165,315</u>
Excess (deficiency) of revenues over expenditures	(25,070)	(58,599)	210,947	127,278
Other financing uses:				
Transfer to general fund	<u>-</u>	<u>-</u>	<u>(85,583)</u>	<u>(85,583)</u>
Excess (deficiency) of revenues over expenditures and other financing uses	(25,070)	(58,599)	125,364	41,695
Fund balance (deficit):				
January 1	<u>27,265</u>	<u>58,599</u>	<u>(125,364)</u>	<u>(39,500)</u>
December 31	<u>\$ 2,195</u>	<u>-</u>	<u>-</u>	<u>2,195</u>

TOWN OF DELAFIELD  
Special Revenue Fund  
Capital Improvements Fund  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
ACTUAL AND BUDGET  
Year Ended December 31, 2016

	<u>Actual</u>	<u>Budget</u>	Variance: Favorable (Unfavorable)
Revenues:			
Interest	\$ <u>          -</u>	<u>          -</u>	<u>          -</u>
Expenditures:			
Capital outlays	<u>      25,070</u>	<u>      26,624</u>	<u>      1,554</u>
Excess (deficiency) of revenues over expenditures	(25,070)	<u>      (26,624)</u>	<u>      1,554</u>
Fund balance, January 1	<u>      27,265</u>		
Fund balance, December 31	\$ <u>      2,195</u>		

TOWN OF DELAFIELD  
Special Revenue Fund  
Impact Fee Fund  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
ACTUAL AND BUDGET  
Year Ended December 31, 2016

	<u>Actual</u>	<u>Budget</u>	Variance: Favorable (Unfavorable)
Revenues:			
Public improvement:			
Impact fees	\$ 33,084	22,440	10,644
Interest	29	60	(31)
	<u>33,113</u>	<u>22,500</u>	<u>10,613</u>
Total revenues			
Expenditures:			
Capital outlays	<u>91,712</u>	<u>91,712</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	(58,599)	<u>(69,212)</u>	<u>10,613</u>
Fund balance, January 1	<u>58,599</u>		
Fund balance, December 31	\$ <u><u>-</u></u>		



TOWN OF DELAFIELD  
 Capital Projects Fund -  
 Fire Station and Town Hall  
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
 ACTUAL AND BUDGET  
 Year Ended December 31, 2016

	Actual	Budget	Variance: Favorable (Unfavorable)
Revenues:			
Interest	\$ 187	-	187
Miscellaneous:			
Sale of assets	259,293	259,293	-
Total revenues	259,480	259,293	187
Expenditures:			
Capital outlays:			
Project costs	48,533	48,533	-
Excess of revenues over expenditures	210,947	210,760	187
Other financing uses:			
Transfer to general fund	(85,583)	(97,280)	11,697
Excess of revenues over expenditures and other financing uses	125,364	113,480	11,884
Fund balance (deficit), January 1	(125,364)		
Fund balance, December 31	\$ -		