

**TOWN OF TOWNSEND, DELAWARE**

**FINANCIAL STATEMENTS AND  
INDEPENDENT AUDITOR'S REPORT**

**JUNE 30, 2025**

**TOWN OF TOWNSEND, DELAWARE**  
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***Independent Auditor's Report***

To the Mayor and Council  
Town of Townsend  
Townsend, Delaware

***Opinions***

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Townsend, Delaware, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Town of Townsend, Delaware'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 the Town of Townsend, Delaware as of June 30, 2025, and the respective changes in financial position and the budgetary comparison for the General Fund 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 and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Town of Townsend, Delaware, 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 these 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.

To the Mayor and Council  
Town of Townsend  
Townsend, Delaware

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

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

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards 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 generally accepted auditing standards and *Government Auditing Standards*, we:

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

To the Mayor and Council  
Town of Townsend  
Townsend, Delaware

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Schedule of State of Delaware Pension Liability and related notes, on pages 26 and 27, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the 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 the appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated December 15, 2025, on our consideration of the Town of Townsend, Delaware's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Townsend, Delaware's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Townsend, Delaware's internal control over financial reporting and compliance.

*Belfint, Lyons & Shuman, P.A.*

December 15, 2025  
Wilmington, Delaware

**TOWN OF TOWNSEND, DELAWARE**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2025**

	<b>Governmental Activities</b>
<b>ASSETS</b>	
Cash and Cash Equivalents	\$ 1,988,424
Restricted Cash	186,564
Investments	2,677,304
Accounts Receivable, Net	88,624
Prepaid Expenses	45,967
Capital Assets	
Land and Construction in Progress	5,668,250
Depreciable Buildings, Property, Equipment, and Net	22,610,146
<b>TOTAL ASSETS</b>	<b>33,265,279</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred Outflows - Pension	88,401
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<b>\$ 33,353,680</b>
<b>LIABILITIES</b>	
Current Liabilities	
Accounts Payable	\$ 65,417
Unearned Revenue	50,664
Payroll Liabilities and Accrued Vacation	34,333
Escrow Liabilities	159,970
Noncurrent Liabilities	
Pension Liability	17,973
<b>TOTAL LIABILITIES</b>	<b>328,357</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Deferred Inflows - Pension	40,022
<b>TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES</b>	<b>368,379</b>
<b>NET POSITION</b>	
Net Investment in Capital Assets	28,278,396
Restricted	
Municipal Street Aid	183,406
Police	11,551
Unrestricted	4,511,948
<b>TOTAL NET POSITION</b>	<b>32,985,301</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION</b>	<b>\$ 33,353,680</b>

The accompanying notes are an integral part of these financial statements.

**TOWN OF TOWNSEND, DELAWARE**  
**STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2025**

		<b>Program Revenues</b>			<b>Net (Expense) Revenues and Changes in Net Position</b>
	<b>Expenses</b>	<b>Charges for Services</b>	<b>Operating Grants and Contributions</b>	<b>Capital Grants and Contribution</b>	<b>Total Governmental Activities</b>
<b>FUNCTIONS/PROGRAMS</b>					
<b>Governmental Activities</b>					
General Government	\$ 1,000,720	\$ 222,389	\$ -	\$ 950,526	\$ 172,195
Public Works	808,131	-	-	59,779	(748,352)
Public Safety	423,931	-	-	34,561	(389,370)
 <b>TOTAL GOVERNMENTAL     ACTIVITIES</b>	 \$ 2,232,782	 \$ 222,389	 \$ -	 \$ 1,044,866	 (965,527)
 <b>GENERAL REVENUES</b>					
Property Taxes					643,456
Real Estate Transfer Taxes					361,723
Investment Income, Net of Fees					249,912
Impact Fees					87,000
Loss on Disposal of Fixed Assets					(3,107)
Miscellaneous					36,519
 <b>TOTAL GENERAL REVENUES</b>					 1,375,503
 <b>CHANGE IN NET POSITION</b>					 409,976
 <b>NET POSITION AT     BEGINNING OF YEAR</b>					 32,575,325
 <b>NET POSITION AT END OF YEAR</b>					 \$ 32,985,301

The accompanying notes are an integral part of these financial statements.

**TOWN OF TOWNSEND, DELAWARE**  
**BALANCE SHEET - GOVERNMENTAL FUNDS**  
**JUNE 30, 2025**

	<u>General</u>	<u>ARPA (Major)</u>	<u>Municipal Street Aid (Nonmajor)</u>	<u>Police (Nonmajor)</u>	<u>Total</u>
<b>ASSETS</b>					
Cash and Cash Equivalents	\$ 1,761,126	\$ 50,900	\$ -	\$ 16,429	\$ 1,828,455
Restricted Cash	159,970	-	186,564	-	346,534
Investments	2,677,304	-	-	-	2,677,304
Accounts Receivable, Net	83,674	-	-	4,950	88,624
Prepaid Expenses	45,967	-	-	-	45,967
<b>TOTAL ASSETS</b>	<u>\$ 4,728,041</u>	<u>\$ 50,900</u>	<u>\$ 186,564</u>	<u>\$ 21,379</u>	<u>\$ 4,986,884</u>
<b>LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES</b>					
<b>LIABILITIES</b>					
Accounts Payable	\$ 65,085	\$ -	\$ -	\$ 332	\$ 65,417
Deferred Revenue	215	50,450	-	-	50,665
Payroll Liabilities and Accrued Vacation	34,333	-	-	-	34,333
Escrow Liabilities	159,970	-	-	-	159,970
Due To/(From)	(13,104)	450	3,158	9,496	-
<b>TOTAL LIABILITIES</b>	<u>246,499</u>	<u>50,900</u>	<u>3,158</u>	<u>9,828</u>	<u>310,385</u>
<b>DEFERRED INFLOWS</b>	<u>47,637</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>47,637</u>
<b>FUND BALANCES</b>					
Nonspendable					
Prepaid Expenses	45,967	-	-	-	45,967
Restricted					
Municipal Street Aid	-	-	183,406	-	183,406
Police	-	-	-	11,551	11,551
Unassigned	4,387,938	-	-	-	4,387,938
<b>TOTAL FUND BALANCES</b>	<u>4,433,905</u>	<u>-</u>	<u>183,406</u>	<u>11,551</u>	<u>4,628,862</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 4,728,041</u>	<u>\$ 50,900</u>	<u>\$ 186,564</u>	<u>\$ 21,379</u>	<u>\$ 4,986,884</u>

The accompanying notes are an integral part of these financial statements.



**TOWN OF TOWNSEND, DELAWARE**  
**RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE**  
**SHEET TO STATEMENT OF NET POSITION**  
**JUNE 30, 2025**

<b>TOTAL FUND BALANCES FOR GOVERNMENTAL FUNDS</b>	\$ 4,628,862
Capital Assets Used in Governmental Activities are not Financial Resources and, Therefore, are not Reported in the Funds	28,278,396
Deferred inflows and outflows related to the Town's pension plans do not represent current resources or uses of resources, and therefore, are not reported in the funds.	
Deferred Outflows of Resources - Pensions	88,401
Deferred Inflows of Resources - Pensions	(40,022)
Some of the Town's taxes and other revenues will be collected after year end, but are not available soon enough to pay current year's expenditures and, therefore, are reported as deferred inflows of resources in the fund statements.	47,637
Long-Term liabilities, are not due and payable in the current period, and therefore, not reported in the funds.	
Net Pension Liability	<u>(17,973)</u>
<b>NET POSITION OF GOVERNMENTAL ACTIVITIES</b>	<u><u>\$ 32,985,301</u></u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF TOWNSEND, DELAWARE**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -**  
**GOVERNMENTAL FUNDS**  
**FOR THE YEAR ENDED JUNE 30, 2025**

	<b>General Fund</b>	<b>ARPA (Major)</b>	<b>Municipal Street Aid (Nonmajor)</b>	<b>Police (Nonmajor)</b>	<b>Total</b>
<b>REVENUES</b>					
Property Taxes	\$ 651,112	\$ -	\$ -	\$ -	\$ 651,112
Real Estate Transfer Taxes	361,723	-	-	-	361,723
Fines	17,508	-	-	-	17,508
Franchise Fees	17,130	-	-	-	17,130
Impact Fees	87,000	-	-	-	87,000
Permits and Licenses	187,751	-	-	-	187,751
Grants and Contributions	516,361	434,165	59,779	34,561	1,044,866
Investment Earnings, Net of Fees	215,321	-	6,506	-	221,827
Miscellaneous	36,519	-	-	-	36,519
<b>TOTAL REVENUES</b>	<b>2,090,425</b>	<b>434,165</b>	<b>66,285</b>	<b>34,561</b>	<b>2,625,436</b>
<b>EXPENDITURES</b>					
Current					
General Government	889,184	-	51,105	-	940,289
Public Works	279,742	-	-	-	279,742
Public Safety	372,478	-	-	12,983	385,461
Capital Outlay	453,877	434,165	-	10,027	898,069
<b>TOTAL EXPENDITURES</b>	<b>1,995,281</b>	<b>434,165</b>	<b>51,105</b>	<b>23,010</b>	<b>2,503,561</b>
<b>EXCESS OF REVENUES OVER EXPENDITURES</b>	<b>95,144</b>	<b>-</b>	<b>15,180</b>	<b>11,551</b>	<b>121,875</b>
<b>OTHER FINANCING SOURCES</b>					
Net Appreciation in Fair Value of Investments	28,085	-	-	-	28,085
<b>NET CHANGES IN FUND BALANCES</b>	<b>123,229</b>	<b>-</b>	<b>15,180</b>	<b>11,551</b>	<b>149,960</b>
<b>FUND BALANCES - Beginning of Year</b>	<b>4,310,676</b>	<b>-</b>	<b>168,226</b>	<b>-</b>	<b>4,478,902</b>
<b>FUND BALANCES - End of Year</b>	<b>\$ 4,433,905</b>	<b>\$ -</b>	<b>\$ 183,406</b>	<b>\$ 11,551</b>	<b>\$ 4,628,862</b>

The accompanying notes are an integral part of these financial statements.

**TOWN OF TOWNSEND, DELAWARE**  
**RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN**  
**FUND BALANCES OF GOVERNMENTAL FUNDS TO STATEMENT OF ACTIVITIES**  
**FOR THE YEAR ENDED JUNE 30, 2025**

**NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS** **\$ 149,960**

Governmental Funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:

Capital Outlays	898,069
Depreciation Expense	<u>(639,908)</u>
	<u>258,161</u>

Under the modified accrual basis of accounting used in governmental funds, losses on the disposal of fixed assets are not recognized because the losses do not use expendable available financial resources. In the Statement of Activities, however, which is presented on the accrual basis, losses on the disposal of fixed assets are reported regardless of when financial resources are used. (3,107)

Some of the Town's taxes and other revenues will be collected after year end, but are not available soon enough to pay current year's expenditures and, therefore, are reported as deferred inflows of resources in the fund statements. (7,657)

Governmental Funds Report Pension Contributions as Expenditures. However, in the Statement of Activities, pension expenses are reported in the period the benefits are earned. 12,619

**CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES** **\$ 409,976**

The accompanying notes are an integral part of these financial statements.

**TOWN OF TOWNSEND, DELAWARE**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -**  
**BUDGET AND ACTUAL GENERAL FUND**  
**FOR THE YEAR ENDED JUNE 30, 2025**

	<b>Original Budget</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Variance - Favorable/ (Unfavorable)</b>
<b>REVENUES</b>				
General Fund				
Property Taxes	\$ 633,200	\$ 633,200	\$ 651,112	\$ 17,912
Transfer Taxes	250,000	250,000	361,723	111,723
Fines	3,000	3,000	17,508	14,508
Franchise Fees	20,000	20,000	17,130	(2,870)
Impact Fees	157,500	157,500	87,000	(70,500)
Permits and Licenses	214,800	214,800	187,751	(27,049)
Grants and Contributions	694,600	694,600	516,361	(178,239)
Miscellaneous	4,100	11,900	36,519	24,619
Transfers	208,000	208,000	-	(208,000)
Investment Return, Net	55,000	55,000	215,321	160,321
<b>TOTAL REVENUES</b>	<b>2,240,200</b>	<b>2,248,000</b>	<b>2,090,425</b>	<b>(157,575)</b>
<b>EXPENDITURES</b>				
General Fund				
Salaries, Payroll Taxes, and Benefits	895,000	894,900	807,637	87,263
Utilities	50,500	50,500	29,372	21,128
Engineer Consulting Fee	141,900	141,900	74,609	67,291
Professional Fees	92,500	93,000	71,868	21,132
Police Services	1,800	2,800	2,408	392
Advertising	300	300	89	211
Office Supplies	17,800	19,800	17,425	2,375
Bank Fees/Rebates	-	-	215	(215)
Computer Support	49,400	50,400	52,550	(2,150)
Community Events	4,200	11,100	6,564	4,536
Maintenance Expense	72,600	72,600	38,609	33,991
Town Decorations	1,000	3,500	76	3,424
Dues and Membership Fees	6,100	6,100	3,494	2,606
Insurance	38,400	38,400	36,487	1,913
Travel and Entertainment	1,800	1,800	393	1,407
Miscellaneous	32,200	26,200	20,618	5,582
Capital Outlay	471,400	471,400	453,877	17,523
Vehicle Expense	11,000	11,000	7,226	3,774
Street Light	111,100	111,100	105,613	5,487
Trash	241,200	241,200	241,180	20
Fire House Grants	-	-	24,971	(24,971)
<b>TOTAL EXPENDITURES</b>	<b>2,240,200</b>	<b>2,248,000</b>	<b>1,995,281</b>	<b>252,719</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>95,144</b>	<b>95,144</b>
<b>OTHER FINANCING SOURCES</b>				
Net Appreciation in Fair Value of Investments	-	-	28,085	-
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 123,229</b>	<b>\$ 95,144</b>

The accompanying notes are an integral part of these financial statements.

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2025**

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

***Financial Reporting Entity*** - The Town of Townsend, Delaware (Town) is a municipality incorporated in 1885 under the laws of the State of Delaware. It is located in New Castle County, Delaware. The Town operates under a Council-Manager form of government. The Town has no component units in its financial reporting entity.

***Government-Wide Statements*** - The government-wide financial statements include the statement of net position and the statement of activities. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely, to a significant extent, on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses relate to a given function or segment and amount of related program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers who purchase, use, or directly benefit from goods, services, or privileges provided by a function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a function or segment. Taxes and other revenue items not properly included among program revenues are reported instead as general revenues.

***Fund Financial Statements*** - A separate financial statement is provided for the governmental funds. The individual governmental funds are reported as separate columns in the fund financial statements.

*General Fund (Major Governmental Fund)* - This fund is used to account for all financial transactions not accounted for in another fund. Revenues are derived principally from property taxes, real estate transfer taxes, and impact fees. This fund accounts for the general administrative services of the Town not recorded elsewhere.

*ARPA Fund (Major Governmental Fund)* - This fund is used to account for the financial resources provided under the American Rescue Plan Act from United States Department of the Treasury, through the State of Delaware.

*Municipal Street Aid Fund (Nonmajor Governmental Fund)* - This fund is used to account for the financial resources provided by the State of Delaware's Municipal Street Aid program that are used for street maintenance and repairs.

*Police Fund (Nonmajor Governmental Fund)* - This fund is used to account for the grants received and expended for the Town's police department.

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

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

***Measurement Focus, Basis of Accounting, and Financial Statement Presentation - Government-Wide Financial Statements*** - The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items (non-exchange transactions) are recognized as revenue as soon as all eligibility requirements imposed by the provider have been satisfied.

***Governmental Funds Financial Statements*** - The governmental funds financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Town considers all revenues reported in the governmental funds to be available if revenues are collected within 60 days after year end. Property taxes and impact fees are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred (upon receipt of goods or services), except for principal and interest on general long-term debt, claims, judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital assets acquisitions are reported as expenditures in governmental funds. Proceeds of long-term debt and acquisitions under capital leases are reported as other financing sources.

***Budgetary Information*** - A formal budget is prepared by the Financial Officer, Finance Committee, and Town Manager and submitted to Town Council for purposes of budgeting revenues and expenditures of the Town. The budget is approved by the Town Council, no later than thirty (30) days after the beginning of each fiscal year. In the event of a lack of compromise within the Town Council regarding the immediate annual budget, the Town Council has the authority to pass enabling legislation to extend the previous year's budget until a compromise or settlement can be reached by the members of the Town Council. The budget for the General Fund is prepared on the modified accrual basis of accounting. Unencumbered appropriations for annually budgeted funds lapse at fiscal year-end.

***Encumbrances*** - Encumbrances for goods or purchased services are documented by purchase orders or contracts. Under the Town Charter, appropriations lapse on June 30, and encumbrances outstanding at that time are to be either canceled or appropriately provided for in the subsequent year's budget.

***Property Taxes*** - Property taxes are levied in July on the assessed value provided by New Castle County. Taxes are due and payable on or before October 31 and become delinquent November 1 with late payment penalties. The Town bills and collects its own property taxes. The Town property tax revenues are recognized when levied. The allowance for uncollectible delinquent taxes is based upon collection trends and experience. As of June 30, 2025, the allowance was \$0.

***Investments*** - Investments are stated at fair value.

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

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

***Deferred Inflows and Deferred Outflows of Resources*** - In addition to assets and liabilities, the statement of net assets, and fund statements may report separate sections for deferred inflows and deferred outflows of resources. These separate financial statement elements represent acquisition or use of net position/fund balance that applies to a future period(s) and so will not be recognized as an inflow or outflow of resources (revenue or expense/expenditure) until that time.

Deferred outflows of resources represent a consumption of net assets that applies to future periods and so will not be recognized as an outflow of resources (expenditure) until the future period.

Deferred inflows of resources represent an acquisition of net assets that applies to future periods. The revenue is recognized in the applicable future period(s).

***Capital Assets*** - Capital assets are reported in the government-wide financial statements. The Town has defined capital assets as assets with a minimum cost of \$1,000. Capital assets may be purchased and are recorded at cost or estimated historical cost. Major outlays for capital assets and improvements are capitalized as projects are constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Donations of real property, such as land dedicated for open space, are recorded at acquisition value which is defined by GASB as what it would cost government to acquire the asset itself, not the asset's market value (or lack thereof). The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are not capitalized.

Capital assets of the Town are depreciated using the straight-line method over the estimated useful lives of the related assets as follows:

Building and Improvements	5 - 40 Years
Infrastructure	50 Years
Machinery and Equipment	5 - 7 Years
Office Equipment	5 - 7 Years

***Interfund Transactions*** - During the course of normal operations, the Town has numerous transactions between the funds. Interfund transfers are classified as other financing sources and uses in the governmental funds.

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

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

***Compensated Leave*** - The Town's Personnel Policy permits employees to accumulate unused vacation time, which is capped at the employee's current annual allowance. Upon termination, the Town pays all accumulated unused vacation time.

***Program Revenues*** - Amounts reported as program revenues include charges to customers for goods, services or privileges provided, and operating grants and contributions. General revenues include all taxes, impact fees, building permits, and licenses.

***Use of Estimates*** - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

***Subsequent Events*** - The Town's policy is to evaluate events and transactions subsequent to its year end for potential recognition in the financial statements or disclosure in the notes to the financial statements. All events and transactions have been evaluated through the date the financial statements were available to be issued.

**NOTE 2: DEPOSITS AND INVESTMENTS**

***Cash and Cash Equivalents*** - The Town's cash and cash equivalents are considered to be cash on hand and demand deposits with original maturities of one year or less.

***Deposits*** - The carrying amount of the cash deposits and cash on hand is \$2,174,989 in the various funds. The bank balances were \$2,179,703, as of June 30, 2025. Of the bank balance, \$250,000 was covered by federal depository insurance and \$250,000 was covered by Security Investor Protection Corporation, and \$1,679,703 was exposed to custodial credit risk because it was uninsured and uncollateralized.

***Custodial Credit Risk*** - Custodial credit risk is the risk that in the event of bank failure, the Town's deposits or investments may not be returned. The Town carries certain deposits that are fully insured, and other deposits that are not collateralized and are uninsured. All of the Town's investments are held by third parties.



**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 2: DEPOSITS AND INVESTMENTS - CONTINUED**

**Investments** - The investment policy statement, approved by the Mayor and Council, allows investments in mutual funds, stocks, bonds, and exchange traded funds.

The following is a schedule which details the Town's investments:

	<u>Fair Value</u>	<u>Cost</u>	<u>Credit Rating - Moody</u>
Investment Type			
Mutual Funds	\$ 2,190,407	\$ 2,191,441	N/A
Exchange Traded Funds	<u>486,897</u>	<u>333,065</u>	N/A
	<u><u>\$ 2,677,304</u></u>	<u><u>\$ 2,524,506</u></u>	

**Credit and Interest Rate Risk** - The Town manages its exposure to interest rate risk through active investment management, asset allocation, and conservative management of asset duration.

**Concentration of Credit Risk** - The Town's investment policy statement states that no more than 5% of the total value of the portfolio may be invested in the commercial paper of a single issuer. In addition, no more than 10% of the overall portfolio may be invested in alternative investments.

**NOTE 3: RECEIVABLES**

Receivables as of June 30, 2025, for the Town's funds, net of applicable allowances for uncollectible accounts, are as follows:

Receivables	
Trash Collections	\$ 10,507
Street Lights	4,697
Property Tax	71,988
Grants	<u>4,950</u>
Gross Receivables	<u>92,142</u>
Less: Allowance for Uncollectible Accounts	<u>3,518</u>
Net Receivables	<u><u>\$ 88,624</u></u>

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 4: CAPITAL ASSETS**

Capital asset activity for the year ended June 30, 2025, was as follows:

	Beginning Balance (Restated)	Increases	Decreases	Ending Balances
Capital Assets Not Being Depreciated				
Land	\$ 4,939,041	\$ 714,407	\$ -	\$ 5,653,448
Construction in Progress	35,458	6,177	(26,833)	14,802
Total Capital Assets Not Being Depreciated	4,974,499	720,584	(26,833)	5,668,250
Capital Assets, Depreciated				
Building Improvements	1,408,451	24,019	-	1,432,470
Infrastructure	22,704,005	-	-	22,704,005
Office Equipment	91,346	2,248	-	93,594
Machinery and Equipment	536,927	21,407	(9,319)	549,015
Municipal Park	1,644,942	156,643	-	1,801,585
Total Capital Assets Being Depreciated	26,385,671	204,317	(9,319)	26,580,669
Less: Accumulated Depreciation	3,336,828	639,908	(6,213)	3,970,523
Total Capital Assets Being Depreciated, Net	23,048,843	(435,591)	(3,106)	22,610,146
Governmental Activities Capital Assets, Net	<u>\$ 28,023,342</u>	<u>\$ 284,993</u>	<u>\$ (29,939)</u>	<u>\$ 28,278,396</u>

Depreciation expense for the year ended June 30, 2025, was charged to the Governmental Activities in the amount of \$639,908.

**NOTE 5: DEFERRED REVENUE**

In fiscal years 2021 and 2022, the Town of Townsend received a total of \$787,624 under the American Rescue Plan Act from United States Department of the Treasury, through the State of Delaware. As of June 30, 2025, the Town had used \$737,174 of the ARPA funds. The remaining funds have not been spent, and the Town Council has found acceptable uses for the funds. The funds were required to be obligated by December 31, 2024, and the Town has until December 31, 2026, to fully expend the funds.

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 6: COMMITMENTS AND CONTINGENCIES**

The Town has a solid waste collection management contract with a third party. The Town pays the solid waste collection management contract monthly, based upon units of trash collected and disposed. The total solid waste management fees charged to operations were \$241,180 for the year ended June 30, 2025. The future commitment cannot be determined since it depends on the number of units collected and disposed.

The Town is party to various legal proceedings which normally occur in governmental operations. In the opinion of the administration, these legal proceedings are not likely to have a material adverse effect on the accompanying financial statements and, accordingly, no provision has been recorded.

**NOTE 7: MAJOR VENDORS AND SUPPLIERS**

For the year ended June 30, 2025, the Town incurred expenditures of \$241,180 to one vendor for solid waste collection service, exceeding 10% of total government-wide expenses.

**NOTE 8: FAIR VALUES MEASURED ON A RECURRING BASIS**

Generally accepted accounting principles define fair value as the exchange price that would be received for an asset or paid to transfer a liability (an exit price) in the principal or most advantageous market for the asset or liability in an orderly transaction between market participants on the measurement date. The accounting standards require that valuation techniques maximize the use of observable inputs and minimize the use of unobservable inputs. The accounting standards also establish a fair value hierarchy, which prioritizes the valuation inputs into three broad levels.

The guidance establishes three levels of the fair value hierarchy as follows:

***Level 1*** - Financial assets and liabilities whose values reflect unadjusted quoted prices that are available in active markets for identical investments as of the reporting date.

***Level 2*** - Financial assets and liabilities whose values are based upon pricing inputs, including certain broker dealer quotes, that are generally those other than exchange quoted prices in active markets, which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies.

***Level 3*** - Financial assets and liabilities whose values are based on pricing inputs that are unobservable for the investment and includes situations where a) there is minimal, if any, market activity for the investment, or b) the inputs used in the determination of fair value require significant management judgment or estimation.

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 8: FAIR VALUES MEASURED ON A RECURRING BASIS - CONTINUED**

Fair values of assets measured on a recurring basis at June 30, 2025, are as follows:

	Fair Value	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Exchange Traded Funds	\$ 486,897	\$ 486,897	\$ -	\$ -
Mutual Funds	<u>2,190,407</u>	<u>2,190,407</u>	<u>-</u>	<u>-</u>
	<u><u>\$ 2,677,304</u></u>	<u><u>\$ 2,677,304</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

Fair values for investments are determined by reference to quoted market prices and other relevant information generated by market transactions.

**NOTE 9: NET POSITION AND FUND EQUITY**

In the Government-wide statements, net position is reported in the following categories:

***Invested in Capital Assets, Net of Related Debt*** - Capital assets, net of accumulated depreciation, outstanding principal balances of debt attributable to the acquisition, construction, and improvement of those assets.

***Restricted*** - Restricted net position results when constraints placed on net position are either externally imposed by creditors, grantors, contributors, and the like, or are imposed by law through constitutional provisions or enabling legislation.

***Unrestricted*** - Remaining net position not considered invested in capital assets, net of related debts or restricted.

Fund balance amounts have been designated as nonspendable, restricted, or unassigned in the General Fund for specific purposes as follows:

***Nonspendable*** - Amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact. Nonspendable amounts as of June 30, 2025, are comprised of \$45,967 of prepaid expenses.

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 9: NET POSITION AND FUND EQUITY - CONTINUED**

***Restricted*** - Amounts with constraints placed on the use of resources that are either a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or b) imposed by law through constitutional provisions. As of June 30, 2025, \$183,406 was restricted by the State's Municipal Street Aid grant.

***Unassigned*** - Amounts that are available for any purpose.

When both restricted and unrestricted (assigned or unassigned) resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as needed.

**NOTE 10: RISK AND UNCERTAINTIES**

The Town invests in various investment securities. Investment securities are exposed to various risks such as interest rate, market, and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such changes could materially affect the amounts reported in the statement of financial position.

**NOTE 11: RETIREMENT PLAN**

The Town provides a Simplified IRA Plan covering all employees who are reasonably expected to receive at least \$5,000 in compensation during the year. Eligible employees may contribute up to 15% of their compensation or the maximum amount allowable by law. The Town contributes 2% of compensation for eligible employees. The Town contributed \$5,724 for the year ended June 30, 2025.

**NOTE 12: DEFINED BENEFIT PENSION PLAN**

The Town participates in one defined benefit pension plan, the State of Delaware Public Employees Retirement System County and Municipal Police and Firefighters' Pension Plan ("DPERS Police Plan"). The Town adopted and was accepted into the DPERS Police Plan, effective July 6, 2022.

***Plan Description*** - The DPERS Police Plan is a multi-employer cost-sharing plan administered by the Delaware Public Employees Retirement System (DPERS) and covers all full-time uniformed police officers hired on or after January 1, 2016. The Town's police officers, whose employment started with the Town on or after January 1, 2016, can participate in this plan.

The General Assembly is responsible for setting benefits and contributions and amending plan provisions; administrative rules and regulations are adopted and maintained by the Board of Pension Trustees ("the Board").

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 12: DEFINED BENEFIT PENSION PLAN - CONTINUED**

***Plan Description - Continued***

The management of the Plan is the responsibility of the Board. The Board is comprised of five members appointed by the Governor and confirmed by the State Senate, plus two ex officio members. The daily operation is the responsibility of the Office of Pensions. Although most of the assets of the Plan are commingled with other plans for investment purposes, the DPERS Police Plan's assets may be used only for the payment of benefits to the members of the plan in accordance with the terms of the plan.

As of June 30, 2025, the Town's membership in this plan is comprised of two active employees, none of whom are vested.

***Benefits Provided -***

Service Benefits - The DPERS Police Plan's service benefits calculation is 2.5% of the final average monthly compensation multiplied by years of credited service up to 20 years, plus 3.5% of final average monthly compensation, multiplied by years of service, in excess of 20 years. For this plan, final average monthly compensation is the monthly average of the highest three consecutive years of compensation (excluding overtime and special pay).

Vesting - Vesting is at five years of credited service.

Retirement - Retirement age is 62 with five years of service; age plus credited service (but not less than 10 years) equals 75 or 20 years of credited service.

***Disability Benefits -***

Duty - Total Disability - 75% of final average compensation plus 10% of each dependent not to exceed 25% for all dependents.

Duty - Partial Disability - Calculated in the same manner as service benefits, subject to a minimum 50% of final average compensation.

Non-duty - Calculated in the same manner as service benefits. Total disability benefits are subject to a minimum of 50% of final average monthly compensation plus 5% for each dependent, not to exceed 20% for all dependents. Partial disability benefits are subject to a minimum of 30% of the final average monthly compensation.

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 12: DEFINED BENEFIT PENSION PLAN - CONTINUED**

**Survivor Benefits** - If the employee is receiving pension benefits at the time of death, the eligible survivor receives 50% of the pension benefit. If the employee is active at the time of death, the eligible survivor receives 75% of the benefit the employee would have received at age 62. If the employee is killed in the line of duty, the eligible survivor receives 75% of the pension benefit.

**Burial Benefit** - \$7,000 per member.

**Contributions** - Employer contributions are determined by the Board of Pension Trustees. Employer contributions were 11.24% for the year ended June 30, 2025. The Town's contributions of \$27,802 for the year ended June 30, 2025 were equal to the required contribution for the year. Total eligible full-time wages covered by the DPERS Police Plan for the year totaled \$247,336.

**Net Pension Liability, Pension Expense, and Deferred Inflows and Outflows of Resources Related to Pensions** - As of June 30, 2025, the Town reported \$17,973 for its proportionate share of the collective net pension liability for its participation in the DPERS Police Plan. The Town's proportionate share of the net pension liability is based on the percentage of actual contributions and measured as the difference between its proportionate share of the total pension liability and its proportionate share of the DPERS Police Plan's fiduciary net position. The Town's proportionate share of the net pension liability is recorded as a liability related to the governmental funds and will only be recorded in the governmental activities in the government-wide statement of net position.

For the year ended June 30, 2025, for the DPERS Police Plan the Town recognized pension expense of \$15,181. As of June 30, 2025, the Town reported deferred inflows and outflows of resources related to pensions of \$40,022 and \$88,401, respectively. The fiscal year 2025 contributions will be offset against the liability in fiscal year 2026.

	Deferred Inflows	Deferred Outflows
Difference Between Actual and Expected Experience	\$ 2,688	\$ 41,027
Difference Between Actual and Expected Investment Returns	-	17,447
Changes of Assumptions	6,255	2,125
Changes in Proportions	31,079	-
FY 25 Contributions	-	27,802
	<u>\$ 40,022</u>	<u>\$ 88,401</u>

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 12: DEFINED BENEFIT PENSION PLAN - CONTINUED**

*Net Pension Liability, Pension Expense, and Deferred Inflows and Outflows of Resources Related to Pensions - Continued*

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

Year Ending December 31	
2024	\$ (2,970)
2025	28,772
2026	(963)
2027	(5,523)
2028	(1,244)
Thereafter	<u>2,505</u>
	<u><u>\$ 20,577</u></u>

*Actuarial Methods and Assumptions* - The following actuarial methods and assumptions were used in the June 30, 2024, actuarial valuation.

Actuarial Methods and Significant Assumptions	
Investment Rate of Return	7.00%
Discount Rate	7.00%
Inflation Rate	2.50%
Projected Salary Increase	2.50% plus merit
Cost of Living Adjustments	0.00%
Mortality	Pub-2010 mortality tables with gender adjustments for employees, healthy annuitants, and disabled retirees as well as an adjusted version on MP-2020 mortality improvement scale on a fully generational basis.

The total pension liabilities are measured based on assumptions pertaining to the interest rates, inflation rates, and employee demographic behavior in future years. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities may be higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.



**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 12: DEFINED BENEFIT PENSION PLAN - CONTINUED**

*Actuarial Methods and Assumptions - Continued*

Mortality assumptions are based on the Pub-2010 mortality tables with gender adjustments for employees, healthy annuitants, and disabled retirees as well as an adjusted version on MP-2020 mortality improvement scale on a fully generational basis.

Projected benefit payments do not include the effects of projected ad hoc cost-of-living adjustments (ad hoc COLAs), as they are not substantively automatic. The primary considerations relevant to making this determination include the historical pattern of granting the changes and the consistency in the amounts of the changes.

*Asset Allocation and Long-Term Expected Rate of Return* - The long-term expected rate of return on pension plan investments is determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by an asset allocation percentage, which is based on the nature and mix of current and expected plan investments, and by adding expected inflation.

Best estimates of geometric real rates of return for each major asset class included in the Plan's current and expected asset allocation as of June 30, 2024, are summarized in the following table:

<u>Asset Class</u>	<u>Long-Term Expected Rate of Return</u>	<u>Asset Allocation</u>
Domestic Equity	5.7%	33.6%
International Equity	5.7%	13.9%
Fixed Income	2.0%	25.3%
Alternative Investments	7.8%	21.7%
Cash and Equivalents	0.0%	5.5%

*Discount Rate* - The discount rate used to measure the total pension liability is 7.00%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rates and that contributions from employers will be made at rates determined by the Board of Pension Trustees, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

**TOWN OF TOWNSEND, DELAWARE**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**  
**JUNE 30, 2025**

**NOTE 12: DEFINED BENEFIT PENSION PLAN - CONTINUED**

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

The following presents the net pension liability of the DPERS Police Pension Plan, calculated using the discount rate of 7.00%, as well as what the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.00%) or one percentage point higher (8.00%) than the current rate:

	1 % Decrease 6.00%	Current Discount Rate 7.00%	1% Increase 8.00%
Net Pension Liability	<u>\$ 86,684</u>	<u>\$ 17,973</u>	<u>\$ (45,135)</u>

The pension plan is managed by the State of Delaware Board of Pension Trustees. The Annual Comprehensive Financial Report of the Delaware Public Employees Retirement System can be obtained from the Office of Pensions at: McArdle Building, Suite 1, 860 Silver Lake Blvd., Dover, DE 19904 or at [www.delawarepensions.com](http://www.delawarepensions.com).

## **REQUIRED SUPPLEMENTARY INFORMATION**

**TOWN OF TOWNSEND**  
**SCHEDULE OF THE TOWN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**  
**COUNTY AND MUNICIPAL POLICE AND FIREFIGHTERS' PENSION PLAN**  
**REQUIRED SUPPLEMENTARY INFORMATION**

**PROPORTIONATE SHARE OF NET PENSION LIABILITY**

Reporting Date	June 30, 2025	June 30, 2024
Measurement Date	June 30, 2024	June 30, 2023
Town's Proportionate Share of the Net Pension Liability	0.1124%	0.0978%
Town's Proportion of the Net Pension Liability (Asset) - Dollar Value	\$ 17,973	\$ 14,063
Covered Payroll - Plan Year	134,964	76,298
Town's Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	13.32%	18.43%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	97.57%	97.58%

In accordance with GASB Statement No. 68, this schedule has been prepared for the first year of the plan. This schedule will accumulate each year until sufficient information to present a 10-year trend is available.

**TOWN OF TOWNSEND**  
**SCHEDULE OF TOWN CONTRIBUTIONS**  
**COUNTY AND MUNICIPAL POLICE AND FIREFIGHTERS' PENSION PLAN**  
**REQUIRED SUPPLEMENTARY INFORMATION**

	<u>2025</u>	<u>2024</u>	<u>2023</u>
Contractually Required Contribution	\$ 27,802	\$ 17,194	\$ 12,615
Contributions in Relation to the Contractually Required Contribution	<u>27,802</u>	<u>17,194</u>	<u>12,615</u>
Contribution Excess	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>
Covered Payroll - Town Year	\$ 247,336	\$ 134,964	\$ 76,298
Contributions as a Percentage of Covered Payroll	11.24%	12.74%	16.53%

In accordance with GASB Statement No. 68, this schedule has been prepared for the first two years of the plan. This schedule will accumulate each year until sufficient information to present a 10-year trend is available.