

TOWN OF HAYWARD
Sawyer County, Wisconsin

FINANCIAL STATEMENTS AS OF DECEMBER 31, 2021

(Reviewed)

TOWN OF HAYWARD

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Anderson·Hager·Moe

CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Town Board
Town of Hayward
Hayward, WI 54843

We have reviewed the accompanying modified cash basis financial statements of the governmental activities and each major fund of the Town of Hayward as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

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.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying 2021 financial statements in order for them to be in accordance with the modified cash basis of accounting described in note one.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our conclusion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the schedules relating to pensions on page 22 be presented to supplement the basic financial statements. Such information, although not 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 review 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 review 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 an appropriate operational, economic, or historical context. Our conclusion on the basic financial statements is not affected by this missing information.

Other Information

Our review was conducted for the purpose of forming a conclusion on the financial statements that collectively comprise the Town's financial statements as a whole. The financial information listed in the table of contents as supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the review procedures applied in the review 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 review standards generally accepted in the United States of America. Based on our review, we are not aware of any material modifications of the supplementary information in relation to the basic financial statements as a whole.

Anderson Hager & Moe S.C.

June 17, 2022

TOWN OF HAYWARD

Statement of Net Position - Modified Cash Basis
Governmental Activities
December 31, 2021

ASSETS

Cash and investments	\$	959,511
Notes receivable, net		<u>771,719</u>
Total Assets	\$	<u>1,731,230</u>

LIABILITIES

Payroll liabilities	\$	3,847
Property taxes collected for subsequent year		<u>108,051</u>
Total liabilities	\$	<u>111,898</u>

DEFERRED INFLOWS OF RESOURCES

Unavailable revenues	\$	<u>771,719</u>
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NET POSITION

Unrestricted	\$	<u>847,613</u>
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TOWN OF HAYWARD

Statement of Activities - Modified Cash Basis
Governmental Activities
For the Year Ended December 31, 2021

Functions/Programs	Expenditures Paid	Program Revenue Collected			Net (Expend- itures) Revenues and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
GOVERNMENTAL ACTIVITIES					
General government	\$ (153,143)	\$ 26,128	\$ -	\$ -	\$ (127,015)
Public safety	(506,926)	81,188	16,797	-	(408,941)
Public works	(705,606)	134,216	226,425	-	(344,965)
Culture, education and recreation	(30,765)	-	-	-	(30,765)
Conservation and development	(133,022)	-	-	-	(133,022)
Principal and interest on indebtedness	(122,164)	-	-	-	(122,164)
Total Governmental Activities	<u>\$ (1,651,626)</u>	<u>\$ 241,532</u>	<u>\$ 243,222</u>	<u>\$ -</u>	<u>\$ (1,166,872)</u>
GENERAL REVENUES COLLECTED					
Property taxes, levied for general purposes					\$ 743,378
Other taxes					158,370
State aids					70,099
Federal aids					185,787
Interest income					3,029
Miscellaneous revenue					69,004
Total general revenues					<u>\$ 1,229,667</u>
Change in Net Position					\$ 62,795
Net Position, January 1					<u>784,818</u>
Net Position, December 31					<u>\$ 847,613</u>

TOWN OF HAYWARD

Statement of Assets, Liabilities and Fund Balance - Modified Cash Basis

General Fund

For the Year Ended December 31, 2021

ASSETS

Cash and investments	\$ 959,511
Notes receivable, net	<u>771,719</u>
Total Assets	<u>\$ 1,731,230</u>

LIABILITIES, DEFERRED INFLOWS OF
RESOURCES AND FUND BALANCE

Liabilities	
Payroll liabilities	\$ 3,847
Property taxes collected for subsequent year	<u>108,051</u>
Total liabilities	<u>111,898</u>
Deferred Inflows of Resources	
Unavailable revenues	<u>\$ 771,719</u>
Fund Balance	
Committed	
Fire Department	\$ 101,623
Parks	110,630
Unassigned	<u>635,360</u>
Total Fund Balance	<u>\$ 847,613</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE	<u>\$ 1,731,230</u>

TOWN OF HAYWARD

Statement of Revenues Collected, Expenditures Paid and
Change in Fund Balance - Modified Cash Basis
General Fund
For the Year Ended December 31, 2021

REVENUES	
Taxes	\$ 901,748
Intergovernmental	499,108
Licenses and permits	26,128
Law and ordinance violations	9,380
Public charges for services	131,970
Intergovernmental charges for services	74,054
Miscellaneous	72,033
	<hr/>
Total revenues	\$ 1,714,421
	<hr/>
EXPENDITURES	
General government	\$ 153,143
Public safety	226,845
Public works	396,600
Culture, education and recreation	30,765
Conservation and development	133,022
Capital outlay	589,087
Debt service	122,164
	<hr/>
Total expenditures	\$ 1,651,626
	<hr/>
EXCESS OF REVENUES OVER EXPENDITURES	\$ 62,795
	<hr/>
NET CHANGE IN FUND BALANCE	\$ 62,795
	<hr/>
FUND BALANCE - JANUARY 1	784,818
	<hr/>
FUND BALANCE - DECEMBER 31	\$ 847,613
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TOWN OF HAYWARD

Statement of Revenues Collected, Expenditures Paid and Change in Fund Balance
Budget and Actual - Modified Cash Basis - General Fund
For the Year Ended December 31, 2021

	<u>Budgetary Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget - Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Taxes	\$ 765,319	\$ 765,319	\$ 901,748	\$ 136,429
Intergovernmental	332,784	332,784	499,108	166,324
Licenses and permits	24,500	24,500	26,128	1,628
Law and ordinance violations	2,000	2,000	9,380	7,380
Public charges for services	75,900	75,900	131,970	56,070
Intergovernmental charges for services	478,700	478,700	74,054	(404,646)
Miscellaneous	84,901	84,901	72,033	(12,868)
Proceeds of long-term debt	170,000	170,000	-	(170,000)
Total Revenues	\$ 1,934,104	\$ 1,934,104	\$ 1,714,421	\$ (219,683)
EXPENDITURES				
General government	\$ 214,993	\$ 214,993	\$ 153,143	\$ 61,850
Public safety	252,000	252,000	226,845	25,155
Public works	511,400	511,400	396,600	114,800
Culture, education and recreation	27,000	27,000	30,765	(3,765)
Conservation and development	31,300	31,300	133,022	(101,722)
Capital outlay	784,000	784,000	589,087	194,913
Debt service	99,911	99,911	122,164	(22,253)
Total Expenditures	\$ 1,920,604	\$ 1,920,604	\$ 1,651,626	\$ 268,978
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$ 13,500	\$ 13,500	\$ 62,795	\$ 49,295
FUND BALANCE - JANUARY 1	784,818	784,818	784,818	-
FUND BALANCE - DECEMBER 31	\$ 798,318	\$ 798,318	\$ 847,613	\$ 49,295

TOWN OF HAYWARD

Statement of Net Position - Modified Cash Basis

Fiduciary Fund
December 31, 2021

	<u>Custodial Fund</u>
<u>ASSETS</u>	
Cash and investments	<u>\$ 868,018</u>
<u>LIABILITIES</u>	
Due to other governments	<u>\$ 868,018</u>

TOWN OF HAYWARD

Statement of Changes in Net Position - Modified Cash Basis
Fiduciary Fund
For the Year Ended December 31, 2021

	<u>Custodial Fund</u>
ADDITIONS	
Property tax collections	<u>\$ 3,871,655</u>
DEDUCTIONS	
Payments to taxing jurisdictions	\$ 3,871,655
Change in net position	<u>-</u>
NET POSITION - JANUARY 1	<u>\$ -</u>
NET POSITION - DECEMBER 31	<u><u>\$ -</u></u>

TOWN OF HAYWARD

SCHEDULE OF GENERAL FUND REVENUES COLLECTED
FOR THE YEAR ENDED DECEMBER 31, 2021

TAXES

General Property Taxes for Town Purposes (Net of Delinquent Personal Property Tax at Settlement)	\$	743,378
Forest Crop Taxes		7,536
Mobile Home Parking Fees		5,628
Public Accommodation Taxes		145,206
		<hr/>
	\$	901,748
		<hr/> <hr/>

INTERGOVERNMENTAL

State Shared Taxes	\$	56,646
State Aid- Law Enforcement Training		1,373
State Transportation Aids		223,170
State Aid- Recycling Grant		3,255
State Severance and Withdrawal- MFL/FCL - (Town Share)		3,654
State Aid in Lieu of Tax on DNR Land		1,365
State Aid- Payment for Municipal Services		312
State Aid- Tax Exempt Property		246
State Aid- Personal Property		1,515
Fire Insurance Dues		15,424
State Grant		5,578
State Aid-Election Operations		783
State Aid-ARPA Funds		185,787
		<hr/>
	\$	499,108
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LICENSES AND PERMITS

Liquor Licenses	\$	6,687
Cigarette Licenses		40
Operators Licenses		1,950
Dog Licenses (including late fees) - Town Share		122
Franchise Fees		14,529
Building Permits		1,775
Excavating Permits		750
Driveway Permits		275
		<hr/>
	\$	26,128
		<hr/> <hr/>

TOWN OF HAYWARD

SCHEDULE OF GENERAL FUND REVENUES COLLECTED
FOR THE YEAR ENDED DECEMBER 31, 2021

LAW AND ORDINANCE VIOLATIONS

Fines, Forfeitures and Penalties

\$ 9,380

PUBLIC CHARGES FOR SERVICES

Solid waste disposal

\$ 131,970

INTERGOVERNMENTAL CHARGES FOR SERVICES

Highway revenue

\$ 2,246

Fire protection services

71,808

\$ 74,054

MISCELLANEOUS

Interest on Investments

\$ 3,029

Rent

300

Sale of equipment

6,986

Miscellaneous

3,728

Contributions from private organizations

56,300

Donations

1,690

\$ 72,033

TOWN OF HAYWARD

SCHEDULE OF GENERAL FUND EXPENDITURES PAID
FOR THE YEAR ENDED DECEMBER 31, 2021

GENERAL GOVERNMENT

Board	\$	24,490
Clerk		60,037
Treasurer		12,013
Assessor		17,447
Review		8,425
Legal		3,411
Elections		9,893
Hall expenses		12,378
Property and liability insurance		4,250
Officers bonds		799
		<hr/>
	\$	153,143
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PUBLIC SAFETY

Law enforcement	\$	121,918
Fire protection		104,927
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	\$	226,845
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PUBLIC WORKS

Transportation		
Highway labor and benefits	\$	153,693
Roadwork maintenance/improvements		48,343
Shop building maintenance		15,799
Machinery operations		47,313
Property and liability insurance		6,160
Worker's compensation insurance		1,340
Street lighting		4,915
		<hr/>
	\$	277,563
		<hr/> <hr/>
Sanitation		
Landfill labor and benefits	\$	4,790
Landfill testing		1,300
Landfill- other expenses		20,666
Recycling labor and benefits		17,602
Recycling- other expenses		74,679
		<hr/>
	\$	119,037
		<hr/> <hr/>
Total public works	\$	396,600
		<hr/> <hr/>

TOWN OF HAYWARD

SCHEDULE OF GENERAL FUND EXPENDITURES PAID
FOR THE YEAR ENDED DECEMBER 31, 2021

CULTURE, EDUCATION AND RECREATION

Park labor and benefits	\$	13,876
Park- other expenses		16,889
		<hr/>
	\$	30,765
		<hr/> <hr/>

CONSERVATION AND DEVELOPMENT

Economic Development (Tourism)	\$	123,567
Planning Commission		9,455
		<hr/>
	\$	133,022
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CAPITAL OUTLAY

Law enforcement	\$	5,191
Fire protection		274,890
Roads and public works		309,006
		<hr/>
	\$	589,087
		<hr/> <hr/>

DEBT SERVICE

Principal on Long-Term Notes	\$	96,374
Interest on Long-Term Notes		25,790
		<hr/>
	\$	122,164
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TOWN OF HAYWARD

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The governmental activities and general fund financial statements of the Town of Hayward, Sawyer County, Wisconsin ("the Town"), have been prepared on a modified cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of American (GAAP). Under this basis of accounting assets, liabilities, deferred outflows/inflows of resources, net position/fund balance, revenues, and expenditures are recognized when they result from cash transactions. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting principles and policies utilized by the Town are described below:

a. Reporting Entity:

The Town of Hayward, Wisconsin is a municipal corporation governed by an elected three member board. In accordance with GAAP, the basic financial statements are required to include the Town (the primary government) and any separate component units that have a significant operational or financial relationship with the Town. The Town has not identified any component unit that is required to be included in the basic financial statements in accordance with standards established by GASB Statement No. 61.

b. Government-Wide and Fund Financial Statements:

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the Town. *Governmental activities* are primarily supported by taxes and intergovernmental revenues. The Town reports no business-type activities.

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

The Town reports all governmental activities in the general fund which is considered a major governmental fund.

GENERAL FUND

This is the Town's main operating fund. It accounts for all financial resources of the general government.

CUSTODIAL FUND

The custodial fund accounts for property taxes and specials collected on behalf of other governments. These amounts were recorded in the general fund in prior years. Due to the implementation of GASB 84, *Fiduciary Activities*, they are now recorded in a custodial fund.

c. Measurement Focus and Basis of Accounting:

The accounting and financial reporting treatment is determined by its measurement focus. The government-wide and fund financial statements of the Town are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included in the financial statements. Operating statements of these funds present increases (i.e., revenues collected) and decreases (i.e., expenditures paid) in cash.

The modified cash basis of accounting is used in the fund financial statements for government funds and governmental activities recorded in the government-wide financial statements. This basis recognizes assets, liabilities, deferred outflows/inflows of resources, net position/fund balance, revenues, and expenditures when they result from cash transactions with no provision for depreciation in the government-wide financial statements. This basis is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Under generally accepted accounting principles, the Town would have used the modified cash basis of accounting for preparing its governmental fund financial statements and the accrual basis of accounting for its government-wide financial statements.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements. The Town does not recognize cash payments made for future periods as prepaid items.

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

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

d. Assets, Liabilities, Deferred Inflows of Resources, and Net Position or Fund Balance:

Cash and Investments

Cash and investments are combined in the financial statements. Cash deposits consist of demand and time deposits with financial institutions and are carried at cost. Investments are stated at fair value. Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date. Investments in bank certificates and other short-term investment instruments are recorded at cost.

Property Taxes and Special Charges

Property taxes consist of taxes on real estate and personal property. They are levied during December of the prior year and become an enforceable lien on property the following January 1. Property taxes are payable in various options depending on the type and amount.

Property Taxes and Special Charges, continued

Personal property taxes are payable on or before January 31 in full. Real estate taxes are payable in full by January 31 or in two equal installments on or before January 31 and July 31. Real estate taxes not paid by January 31 are purchased by the County as part of the February tax settlement. Delinquent personal property taxes remain the collection responsibility of the Town.

The Town levies taxes for the Hayward Community School District, Sawyer County, Wisconsin Indianhead Technical College, and the State of Wisconsin.

Receivables

The Town has received state loan funds for economic development for Hayward Civic Club. The Town records a loan receivable when the loan has been made and funds have been disbursed. It is the Town's policy to record unavailable revenue for the net amount of the receivable balance. As the loan is repaid, revenue is recognized. When new loans are made from the repayments, expenditures are recorded. Interest received from loan repayments is recognized as revenue when received in cash. Any unspent loan repayments at year-end are presented as restricted fund balance in the fund financial statements.

Long-term Obligations

The Town uses the modified cash basis of accounting, and therefore, principal payments are reported as expenditures in the statement of activities and no liability is reported on the statement of net position. The face amount of debt issued is reported as other financing sources.

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net position/fund balance that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

Pensions

Under the modified cash basis of accounting, the Town continues to recognize pension costs when funded rather than as employment services are provided; however, pension disclosures under the new standards are included in Note 5 and as required supplementary information.

For purposes of measuring the net pension liability (asset), deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense (revenue), information about the fiduciary net position of the Wisconsin Retirement System (WRS) and additions to/deductions from WRS' fiduciary net position have been determined on the same basis as they are reported by WRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Fund Equity

GOVERNMENTAL FUND FINANCIAL STATEMENTS

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

Nonspendable fund balance – Amounts that are not in spendable form (such as inventory, prepaid items, or long-term receivables) or are legally or contractually required to remain intact.

Restricted fund balance – Amounts that are constrained for specific purposes by external parties (such as grantor or bondholders), through constitutional provisions, or by enabling legislation.

Committed fund balance – Amounts that are constrained for specific purposes by action of the Board. These constraints can only be removed or changed by the Board using the same action that was used to create them. At December 31, 2021, fund balance was committed as follows:

General Fund, committed for:

Fire Department Equipment	\$	101,623
Park Improvements		<u>110,630</u>
Total Committed Fund Balance	\$	<u>212,253</u>

Assigned fund balance – Amounts that are constrained for specific purposes by action of Town management. The Town Board has not authorized an employee to assign fund balance.

Unassigned fund balance – Amounts that are available for any purpose. The Town has not adopted a fund balance spend-down policy regarding the order in which fund balance will be utilized. When a policy does not specify the spend-down policy, GASB Statement No. 54 indicates that restricted funds will be spent first, followed by committed funds, and then assigned funds. Unassigned funds would be spent last. At December 31, 2020, \$635,360 of the general fund balance was unassigned.

GOVERNMENT WIDE FUND STATEMENTS

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

Restricted net position – Amount of net position that is subject to restrictions that are imposed 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.

Unrestricted net position – Net position that is not restricted.

2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budgets and Budgetary Accounting

The Town follows these procedures in establishing the budgetary data reflected in the basic financial statements.

1. During November, the Town Board and officials prepare a proposed operating budget for the calendar year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them. After preparation of the proposed operating budget, public hearings are held to obtain taxpayer comments. Following the public hearings, the proposed budget, including authorized additions and deletions, is legally enacted by Town Board action.

2. Budgets are adopted on a basis of cash revenues and cash expenditures for the general fund. Budget is defined as the originally approved budget plus or minus approved amendments. Budget appropriations not expended during the year are closed to fund balance unless authorized by the governing body to be forwarded into the succeeding year's budget.

3. During the year, formal budgetary integration is employed as a management control device for the general fund.

4. Expenditures may not exceed appropriations provided in detailed budget accounts maintained for each activity of the Town. Amendments to the budget during the year require initial approval by management and are subsequently authorized by the Town Board. The Town did amend its budget during the year.

5. Encumbrance accounting is not used by the Town to record commitments related to unperformed contracts for goods or services.

The Town had some overdrawn appropriations for the year ended December 31, 2021. It is recognized that overdrawn appropriations are contrary to Section 66.0607 of the Wisconsin Statutes. The overages were considered necessary and were authorized by management.

The variances in each function are as follows:

	<u>Overdrawn Appropriations</u>
Culture, Education and Recreation	\$ (3,765)
Conservation and Development	(101,722)
Debt Service	(47,264)

3. CASH AND INVESTMENTS:

The Town maintains various cash and investment accounts. Invested cash consists of deposits and investments that are restricted by Wisconsin Statutes to the following:

Time deposits; repurchase agreements; securities issued by federal, state and local governmental entities; statutorily authorized commercial paper and corporate securities; and the Wisconsin local government investment pool.

The carrying amount of the Town's cash and investments totaled \$2,244,218 on December 31, 2021 as summarized below:

Cash on hand	\$ 382
Deposits with financial institutions	<u>1,827,147</u>
	<u>\$ 1,827,529</u>
Reconciliation to the basic financial statements:	
Government-wide Statement of Net Position-	
Cash and investments	\$ 1,468,782
Restricted cash and investments	<u>358,747</u>
	<u>\$ 1,827,529</u>

Fair Value Measurements

The Town categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant observable inputs; Level 3 inputs are significant unobservable inputs. The Town currently has no investments that are subject to fair value measurement.

Deposits and investments of the Town are subject to various risks. Presented below is a discussion of the Town's deposits and investments and the related risk.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

Wisconsin Statutes require repurchase agreements to be fully collateralized by bonds or securities issued or guaranteed by the federal government or its instrumentalities. The Town does not have an additional custodial credit risk policy.

Deposits with financial institutions within the State of Wisconsin are insured by the Federal Deposit Insurance Corporation (FDIC) in the amount of \$250,000 for the combined amount of all time and savings deposits and \$250,000 for interest-bearing and noninterest-bearing demand deposits per official custodian per insured depository institution.

Deposits with financial institutions located outside the State of Wisconsin are insured by the FDIC in the amount of \$250,000 for the combined amount of all deposit accounts per official custodian per depository institution. Also, the State of Wisconsin has a State Guarantee Fund which provides a maximum of \$400,000 per public depository above the amount provided by an agency of the U.S. Government. However, due to the relatively small size of the State Guarantee Fund in relation to the Fund's total coverage, total recovery of insured losses may not be available.

From time to time, some of the Town's deposits with financial institutions were in excess of federal and state depository insurance limits. At December 31, 2021 the excess amount was \$1,089,416. This balance was uninsured and uncollateralized.

4. RECEIVABLES

Receivables (including due from other governments) as of year-end for the government's major fund, including the applicable allowances for uncollectible accounts, are as follows:

	<u>Gross Receivables</u>	<u>Allowance for Uncollectibles</u>	<u>Net Receivables</u>	<u>Amounts Not Expected to be Collected Within One Year</u>
General Fund	\$ 771,719	\$ -	\$ 771,719	\$ 742,429

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

Loan Receivable	<u>Unavailable</u> \$ 771,719
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At December 31, 2021 the General Fund has one note receivable for \$771,719. The note will be paid by the Hayward Civic Club, which used the proceeds to partially fund a new irrigation system for an area golf course.

5. LONG-TERM OBLIGATIONS:

Long-Term Obligations

The following is a summary of changes in long-term obligations of the Town for the year ended December 31, 2021:

	<u>Outstanding 1/1/21</u>	<u>Issued</u>	<u>Retired</u>	<u>Outstanding 12/31/21</u>	<u>Due Within One Year</u>
General Obligation Debt- Promissory Note	\$ 952,185	\$ -0-	\$ 97,420	\$ 854,765	\$ 70,220

Total interest paid during the year on long-term debt totaled \$25,790.

General Obligation Debt

General obligation debt currently outstanding is detailed as follows:

\$200,000 promissory note issued 2/26/2019; due annually from 2019 to 2023; interest 3.5% secured by a Caterpillar wheel loader	\$ 83,046
\$807,500 promissory note issued 6/2/2020; due annually from 2021 to 2040; interest 3.5%	<u>771,719</u>
Total general obligation debt	<u>\$ 854,765</u>

Annual principal and interest maturities of the outstanding general obligation debt of \$854,765 on December 31, 2021 are payable by the general fund as shown below:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 70,220	\$ 29,691	\$ 99,911
2023	72,431	27,480	99,911
2024	31,308	24,992	56,300
2025	32,472	23,828	56,300
2026	33,609	22,692	56,300
2027 and thereafter	<u>614,725</u>	<u>173,482</u>	<u>788,207</u>
	<u>\$ 854,765</u>	<u>\$ 302,165</u>	<u>\$ 1,156,930</u>

Legal Margin for New Debt

The Town's legal margin for creation of additional general obligation debt on December 31, 2021 was as follows:

Equalized valuation of the Town	\$ 641,132,000
Statutory limitation percentage	<u>(x) 5%</u>
General obligation debt limitation, per section 67.03 of the Wisconsin Statutes	\$ 32,056,600
Total outstanding general obligation debt applicable to debt limitation	<u>854,765</u>
Legal Margin for New Debt	<u>\$ 31,201,835</u>

6. PENSION PLAN:

Plan description: The WRS is a cost-sharing multiple-employer defined benefit pension plan. WRS benefits and other plan provisions are established by Chapter 40 of the Wisconsin Statutes. Benefit terms may only be modified by the legislature.

The retirement system is administered by the Wisconsin Department of Employee Trust Funds (ETF). The system provides coverage to all eligible State of Wisconsin, local government, and other public employees. All employees, initially employed by a participating WRS employer on or after July 1, 2011, expected to work at least 1,200 hours a year (880 hours for teachers and school district educational support employees) and expected to be employed for at least one year from employee's date of hire are eligible to participate in the WRS.

ETF issues a standalone Comprehensive Annual Financial Report (CAFR), which can be found at <http://etf.wi.gov/publications/cafr.htm>

Vesting: For employees beginning participation on or after January 1, 1990, and no longer actively employed on or after April 24, 1998, creditable service in each of five years is required for eligibility for a retirement annuity. Participants employed prior to 1990 and on or after April 24, 1998, and prior to July 1, 2011, are immediately vested. Participants who initially became WRS eligible on or after July 1, 2011, must have five years of creditable service to be vested.

Benefits provided: Employees who retire at or after age 65 (54 for protective occupations and 62 for elected officials and executive service retirement plan participants, if hired on or before 12/31/2016) are entitled to a retirement benefit based on a formula factor, their final average earnings, and creditable service.

Final average earnings is the average of the participant's three highest annual earnings periods. Creditable service includes current service and prior service for which a participant received earnings and made contributions as required. Creditable service also includes creditable military service. The retirement benefit will be calculated as a money purchase benefit based on the employee's contributions plus matching employer's contributions, with interest, if that benefit is higher than the formula benefit.

Vested participants may retire at or after age 55 (50 for protective occupations) and receive an actuarially-reduced benefit. Participants terminating covered employment prior to eligibility for an annuity may either receive employee-required contributions plus interest as a separation benefit or leave contributions on deposit and defer application until eligible to receive a retirement benefit. The WRS also provides death and disability benefits for employees.

Post-Retirement Adjustments: The Employee Trust Funds Board may periodically adjust annuity payments from the retirement system based on annual investment performance in accordance with s. 40.27, Wis Stat. An increase (or decrease) in annuity payments may result when investment gains (losses), together with other actuarial experience factors, create a surplus (shortfall) in the reserves as determined by the system's consulting actuary. Annuity increases are not based on cost of living or other similar factors. For Core annuities, decreases may be applied only to previously granted increases. By law, Core annuities cannot be reduced to an amount below the original, guaranteed amount (the "floor") set at retirement.

The Core and Variable annuity adjustments granted during recent years are as follows:

<u>Year</u>	<u>Core Fund Adjustment</u>	<u>Variable Fund Adjustment</u>
2011	(1.2)%	11.0%
2012	(7.0)	(7.0)
2013	(9.6)	9.0
2014	4.7	25.0
2015	2.9	2.0
2016	0.5	(5.0)
2017	2.0	4.0
2018	2.4	17.0
2019	0.0	(10.0)
2020	1.7	21.0

Contributions: Required contributions are determined by an annual actuarial valuation in accordance with Chapter 40 of the Wisconsin Statutes. The employee required contribution is one-half of the actuarially determined contribution rate for General category employees, including Teachers, Executives and Elected Officials. Starting on January 1, 2016, the Executives and Elected Officials category was merged into the General Employee Category. Required contributions for protective employees are the same rate as general employees. Employers are required to contribute the remainder of the actuarially determined contribution rate.

The employer may not pay the employee required contribution unless provided for by an existing collective bargaining agreement.

During the reporting period, the WRS recognized \$17,705 in contributions from the employer.

Contributions rates as of December 31, 2021 are:

<u>Employee Category</u>	<u>Employee</u>	<u>Employer</u>
General (including teachers, Executives and elected officials)	6.75%	6.75%
Protective with Social Security	6.75%	11.65%
Protective without Social Security	6.75%	16.25%

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions: At December 31, 2021, the Town reported a liability (asset) of (\$94,431) for its proportionate share of the net pension liability (asset). The net pension liability (asset) was measured as of December 31, 2020, and the total pension liability used to calculate the net pension liability (asset) was determined by an actuarial valuation as of December 31, 2019 rolled forward to December 31, 2020. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date.

The Town's proportion of the net pension liability (asset) was based on the Town's share of contributions to the pension plan relative to the contributions of all participating employers. At December 31, 2020, the Town's proportion was .00151256%, which was an increase of .00011126% from its proportion measured as of December 31, 2019.

For the year ended December 31, 2021, the Town recognized pension expense of (\$11,174).

At December 31, 2021, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 136,670	\$ (29,438)
Net differences between projected and actual earnings on pension plan investments	-0-	(177,287)
Changes in assumptions	2,141	-0-
Changes in proportion and differences between employer contributions and proportionate share of contributions	<u>2,301</u>	<u>(286)</u>
Total	<u>\$ 141,112</u>	<u>\$ (207,011)</u>

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

<u>Year Ended Dec. 31:</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
2021	\$ 88,445	\$ (105,355)
2022	74,987	(78,945)
2023	33,192	(64,716)
2024	13,680	(27,183)
Thereafter	-0-	-0-

Actuarial assumptions: The total pension liability in the December 31, 2020, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial Valuation Date:	December 31, 2019
Measurement Date of Net Pension Liability (Asset)	December 31, 2020
Actuarial Cost Method:	Entry Age
Asset Valuation Method:	Fair Market Value
Long-Term Expected Rate of Return:	7.0%
Discount Rate:	7.0%
Salary Increases:	
Inflation	3.0%
Seniority/Merit	0.1% - 5.6%
Mortality:	Wisconsin 2018 Mortality Table
Post-retirement Adjustments*	1.9%

**No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience and other factors. 1.9% is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.*

Actuarial assumptions are based upon an experience study conducted in 2018 that covered a three-year period from January 1, 2015 to December 31, 2017. The total pension liability for December 31, 2020 is based upon a roll-forward of the liability calculated from the December 31, 2019 actuarial valuation.

Long-term expected Return on Plan Assets: The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

**Asset Allocation Targets and Expected Returns
As of December 31, 2020**

<u>Core Fund Asset Class</u>	<u>Asset Allocation %</u>	<u>Long-Term Expected Nominal Rate of Return %</u>	<u>Long-Term Expected Real Rate of Return %</u>
Global Equities	51 %	7.2 %	4.7 %
Fixed Income	25	3.2	0.8
Inflation Sensitive Assets	16	2.0	(0.4)
Real Estate	8	5.6	3.1
Private Equity/Debt	11	10.2	7.6
Multi-Asset	4	5.8	3.3
Total Core Fund	115	6.6	4.1

Variable Fund Asset Class

U.S. Equities	70	6.6	4.1
International Equities	30	7.4	4.9
Total Variable Fund	100	7.1	4.6

New England Pension Consultants Long Term US CPI (Inflation) Forecast 2.4%.

Asset Allocations are managed within established ranges, target percentages may differ from actual monthly allocations.

Single Discount Rate: A single discount rate of 7.00% was used to measure the total pension liability for the current and prior year. This single discount rate is based on the expected rate of return on pension plan investments of 7.00% and a municipal bond rate of 2.00% (Source: Fixed-income municipal bonds with 20 years to maturity that include only federally tax-exempt municipal bonds as reported in Fidelity Index's "20-year Municipal GO AA Index" as of December 31, 2020. In describing this index, Fidelity notes that the Municipal Curves are constructed using option-adjusted analytics of a diverse population of over 10,000 tax-exempt securities.). Because of the unique structure of WRS, the 7.00% expected rate of return implies that a dividend of approximately 1.9% will always be paid. For purposes of the single discount rate, it was assumed that the dividend would always be paid. The projection of cash flows used to determine this single discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments (including expected dividends) of current plan members. Therefore, the municipal bond rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Town's proportionate share of the net pension liability (asset) to changes in the discount rate: The following presents the Town's proportionate share of the net pension liability (asset) calculated using the discount rate of 7.00%, as well as what the Town's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (6.00 percent) or 1-percentage-point higher (8.00 percent) than the current rate:

	<u>1% Decrease to Discount Rate (6.00%)</u>	<u>Current Dis- count Rate (7.00%)</u>	<u>1% Increase to Discount Rate (8.00%)</u>
Town's proportionate share of the net pension liability (asset)	\$ 89,885	\$ (94,431)	\$ (229,810)

Pension plan fiduciary net position: Detailed information about the pension plan's fiduciary net position is available in separately issued financial statements available at <https://etf.wi.gov/about-etf/reports-and-studies/financial-reports-and-statements>

Payable to the WRS: At December 31, 2021, the Town reported a payable of \$1,791 for the outstanding amount of contributions to the pension plan for the year ended December 31, 2021.

7. OTHER EMPLOYEE BENEFITS:

The Town of Hayward has the following amounts of unpaid compensated absences that are a liability to the Town, but show on the modified cash basis expenditures only as the amounts are paid. Unpaid amounts as of December 31, 2021:

Accumulated Unpaid Paid Time Off	\$ 10,973
Town's Share of Payroll Taxes/Retirement on this Unpaid Compensation	<u>1,579</u>
Total Liability	<u>\$ 12,552</u>

8. RISK MANAGEMENT:

The Town is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; workers compensation; and health care of its employees. All of these risks are covered through the purchase of commercial insurance, with minimal deductibles.

Settled claims have not exceeded the commercial coverage in any of the past three years. There were no significant reductions in coverage compared to the prior year.

The Town self-insures unemployment compensation obligations as permitted under Wisconsin statutes. Annual expenditures and related liability for claims are recorded by the Town as a current expenditure when paid.

9. PROPERTY TAX LEVY LIMIT:

Wisconsin state statutes provide for a limit on the property tax levies for all Wisconsin cities, villages, towns, and counties. For the 2021 and 2022 budget years, the increase in the maximum allowable tax levy is limited to the percentage change in the Town's January 1 equalized value as a result of net new construction. The actual limit for the Town for the 2022 budget was 0.92%. The actual limit for the Town for the 2021 budget was 1.49%. Debt service for debt authorized after July 1, 2005 is exempt from the levy limit. In addition, Wisconsin statutes allow the limit to be adjusted for the increase in debt service authorized prior to July 1, 2005 and in certain other situations.

10. COMMITMENTS/CONTINGENCIES:

The Town, from time to time, may be involved in litigation in regard to various Town proceedings and actions. We have not accrued any future losses due to outstanding claims, since the Town reports on a cash basis of accounting on these financial statements. We, however, have not been made aware of any claims against the Town or of any commitments the Town has made at this time.

11. SUBSEQUENT EVENTS:

Management has evaluated subsequent events through June 17, 2022, the date on which the financial statements were available to be issued. In regard to effects of the COVID-19 virus, the Town's operations have not been significantly impacted. However, due to significant uncertainty surrounding the situation, management's judgement regarding this matter could change in the future. Any negative impact to the Town's results of operations, cash flows, and financial condition cannot be reasonably estimated at this time.

12. UPCOMING PRONOUNCEMENTS:

In June 2017, the GASB issued Statement No. 87, *Leases*. The statement establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. The statement is effective for reporting periods beginning after June 15, 2021. GASB also issued Statement No. 100, *Accounting Changes and Error Corrections* in June 2022. This statement is an amendment of Statement No. 62 and is to enhance reporting requirements to provide more understanding of changes and error corrections. The statement is effective for fiscal years beginning after June 15, 2023.

The Town is currently evaluating the impact these standards will have on the financial statements when adopted.

REQUIRED SUPPLEMENTARY INFORMATION

TOWN OF HAYWARD

Schedule of Town's Proportionate Share of the Net Pension Liability (Asset)
 Wisconsin Retirement System
 Last 10 Fiscal Years*

Fiscal Year Ending	Proportion of the Net Pension Liability (Asset)	Proportionate Share of the Net Pension Liability (Asset)	Covered Payroll	Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Liability (Asset)
12/31/2014	0.00074569%	\$ (18,311)	\$ 151,490	(12.09%)	102.74%
12/31/2015	0.00100720%	16,367	161,428	10.14%	98.20%
12/31/2016	0.00125154%	10,316	172,510	5.98%	99.12%
12/31/2017	0.00127368%	(37,817)	163,551	(23.12%)	102.93%
12/31/2018	0.00127001%	45,182	165,749	27.26%	96.45%
12/31/2019	0.00140130%	(45,184)	239,538	(18.86%)	102.96%
12/31/2020	0.00151256%	(94,431)	221,743	(42.59%)	105.26%

*The amounts presented for each fiscal year were determined as of the calendar year-end that occurred within the fiscal year

Schedule of Town's Contributions
 Wisconsin Retirement System
 Last 10 Fiscal Years*

Fiscal Year Ending	Contractually Required Contributions	Contributions in Relation to the Contractually Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/2014	\$ 11,471	\$ 11,471	-	\$ 151,490	7.57%
12/31/2015	12,166	12,166	-	161,428	7.54%
12/31/2016	12,656	12,656	-	172,510	7.34%
12/31/2017	12,496	12,496	-	163,551	7.64%
12/31/2018	12,870	12,870	-	165,749	7.77%
12/31/2019	17,913	17,913	-	239,538	7.48%
12/31/2020	17,705	17,705	-	221,743	7.98%

*The amounts presented for each fiscal year were determined as of the calendar year-end that occurred within the fiscal year

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

Changes of benefit terms. There were no changes of benefit terms for any participating employer in the WRS.

Changes of assumptions. No significant change in assumptions were noted from the prior year.

TOWN OF HAYWARD

SUPPLEMENTAL INFORMATION

FOR THE YEAR ENDED DECEMBER 31, 2021