

**STATE BOARD OF ACCOUNTS**  
**302 West Washington Street**  
**Room E418**  
**INDIANAPOLIS, INDIANA 46204-2769**

EXAMINATION REPORT  
OF  
TOWN OF WILLIAMSPORT  
WARREN COUNTY, INDIANA  
January 1, 2007 to December 31, 2008



**FILED**  
02/24/2010



TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Officials .....	2
Independent Accountant's Report.....	3
Financial Information:	
Schedules of Receipts, Disbursements, and Cash and Investment Balances .....	4-5
Notes to Financial Information .....	6-7
Supplementary Information:	
Schedule of Long-Term Debt .....	8
Exit Conference.....	9

OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	William H. Lucas	01-01-04 to 12-31-11
President of the Town Council	Dr. Jon B. Inman	01-01-07 to 12-31-07
	Scott Mathis	01-01-08 to 12-31-08
	Richard Briles	01-01-09 to 12-31-09
	Dr. Jon B. Inman	01-01-10 to 12-31-10



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS  
302 WEST WASHINGTON STREET  
ROOM E418  
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513  
Fax: (317) 232-4711  
Web Site: [www.in.gov/sboa](http://www.in.gov/sboa)

INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE TOWN OF WILLIAMSPORT, WARREN COUNTY, INDIANA

We have examined the financial information presented herein of the Town of Williamsport (Town), for the period of January 1, 2007 to December 31, 2008. The Town's management is responsible for the financial information presented herein. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the financial information presented herein and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the financial information referred to above presents fairly, in all material respects, the financial information of the Town for the years ended December 31, 2007 and 2008, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

The Schedule of Long-Term Debt, as listed in the Table of Contents, is presented for additional analysis and is not a required part of the basic financial information. It has not been subjected to the examination procedures applied to the basic financial information and, accordingly, we express no opinion on it.

STATE BOARD OF ACCOUNTS

January 12, 2010

TOWN OF WILLIAMSPORT  
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES  
ALL GOVERNMENTAL, PROPRIETARY, AND FIDUCIARY FUND TYPES  
As Of And For The Years Ended December 31, 2007 And 2008

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
<b>Governmental Funds:</b>				
General	\$ 244,861	\$ 267,027	\$ 294,138	\$ 217,750
Motor Vehicle Highway	120,108	69,851	70,145	119,814
Local Road and Street	2	6,930	6,231	701
Park and Recreation	20,863	17,264	21,187	16,940
Riverboat	16,318	12,202	8,090	20,430
Rainy Day	-	460	-	460
Williamsport DARE	96	-	-	96
Court Fees	4,327	2,058	-	6,385
Swimming Pool	28,449	26,048	29,694	24,803
Community Development Block Grant	32,696	1,010	-	33,706
Summer Park Program	3,409	16,520	16,132	3,797
Police Radios 2005	752	-	752	-
Interest on Now Account	2,020	20,839	21,348	1,511
Cumulative Capital Improvement	1,255	6,797	5,671	2,381
Cumulative Capital Development	6,727	7,657	14,000	384
Cumulative Building and Firefighting Equipment	77,178	5,115	-	82,293
County Economic Development Income Tax	8,483	21,552	25,245	4,790
<b>Proprietary Funds:</b>				
Water Utility - Operating	78,948	338,420	320,875	96,493
Water Utility - Bond and Interest	48,633	90,903	90,586	48,950
Water Utility - Depreciation	248,258	40,290	16,324	272,224
Water Utility - Customer Deposit	27,500	4,875	3,675	28,700
Water Utility - Debt Service Reserve	90,904	1,515	-	92,419
Wastewater Utility - Operating	432,461	353,471	339,739	446,193
Wastewater Utility - Bond and Interest	101,016	88,940	81,762	108,194
Wastewater Utility - Depreciation	32,213	9,725	-	41,938
Wastewater Utility - Improvement	107,581	-	-	107,581
Light Utility - Operating	833,303	1,891,443	1,937,716	787,030
Light Utility - Depreciation	838,311	84,017	-	922,328
Light Utility - Customer Deposit	88,533	15,225	12,790	90,968
Light Utility - Cash Reserve	127,993	100,820	60,000	168,813
<b>Fiduciary Fund:</b>				
Payroll	-	482,770	482,770	-
<b>Totals</b>	<u>\$ 3,623,198</u>	<u>\$ 3,983,744</u>	<u>\$ 3,858,870</u>	<u>\$ 3,748,072</u>

The accompanying notes are an integral part of the financial information.

TOWN OF WILLIAMSPORT  
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES  
ALL GOVERNMENTAL, PROPRIETARY, AND FIDUCIARY FUND TYPES  
As Of And For The Years Ended December 31, 2007 And 2008  
(Continued)

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
<b>Governmental Funds:</b>				
General	\$ 217,750	\$ 362,160	\$ 375,842	\$ 204,068
Motor Vehicle Highway	119,814	51,497	73,051	98,260
Local Road and Street	701	6,559	7,056	204
Park and Recreation	16,940	33,576	22,935	27,581
Riverboat	20,430	12,138	14,684	17,884
Rainy Day	460	33,240	-	33,700
Williamsport DARE	96	-	-	96
Court Fees	6,385	-	6,385	-
Swimming Pool	24,803	43,351	45,821	22,333
Community Development Block Grant	33,706	373	18,699	15,380
Summer Park Program	3,797	21,423	18,760	6,460
Interest on Now Account	1,511	8,554	9,842	223
Cumulative Capital Improvement	2,381	6,293	4,514	4,160
Cumulative Capital Development	384	16,669	15,855	1,198
Cumulative Building and Firefighting Equipment	82,293	11,134	-	93,427
County Economic Development Income Tax	4,790	22,297	21,171	5,916
Cumulative Capital (LOIT) Tax Levy	-	22,385	-	22,385
<b>Proprietary Funds:</b>				
Water Utility - Operating	96,493	314,000	323,111	87,382
Water Utility - Bond and Interest	48,950	90,903	90,796	49,057
Water Utility - Depreciation	272,224	38,345	-	310,569
Water Utility - Customer Deposit	28,700	4,800	3,825	29,675
Water Utility - Debt Service Reserve	92,419	-	-	92,419
Water Utility - Improvement	-	16,500	-	16,500
Wastewater Utility - Operating	446,193	332,323	328,286	450,230
Wastewater Utility - Bond and Interest	108,194	88,475	85,230	111,439
Wastewater Utility - Depreciation	41,938	8,945	-	50,883
Wastewater Utility - Improvement	107,581	-	-	107,581
Light Utility - Operating	787,030	1,962,026	2,289,170	459,886
Light Utility - Depreciation	922,328	88,165	-	1,010,493
Light Utility - Customer Deposit	90,968	13,245	11,335	92,878
Light Utility - Cash Reserve	168,813	105,881	60,000	214,694
<b>Fiduciary Fund:</b>				
Payroll	-	508,525	508,525	-
<b>Totals</b>	<u>\$ 3,748,072</u>	<u>\$ 4,223,782</u>	<u>\$ 4,334,893</u>	<u>\$ 3,636,961</u>

The accompanying notes are an integral part of the financial information.

TOWN OF WILLIAMSPORT  
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The Town was established under the laws of the State of Indiana. The Town provides the following services: light, water, wastewater, public safety, culture and recreation, and general administrative services.

Note 2. Fund Accounting

The Town uses funds to report on its cash and investments and the results of its operations on a cash basis. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

Note 3. Budgets

The operating budget is initially prepared and approved at the local level. In addition, funds for which property taxes are levied or highway use taxes are received are subject to final approval by the Indiana Department of Local Government Finance.

Note 4. Property Taxes

Property taxes levied are collected by the County Treasurer and are distributed to the Town in June and December. State statute (IC 6-1.1-17-16) requires the Indiana Department of Local Government Finance to establish property tax rates and levies by February 15. These rates were based upon the preceding year's March 1 (lien date) assessed valuations adjusted for various tax credits. Taxable property is assessed at 100% of the true tax value (determined in accordance with rules and regulations adopted by the Indiana Department of Local Government Finance). Taxes may be paid in two equal installments which become delinquent if not paid by May 10 and November 10, respectively.

Note 5. Deposits and Investments

Deposits, made in accordance with Indiana Code 5-13, with financial institutions in the State of Indiana at year end were entirely insured by the Federal Depository Insurance Corporation or by the Indiana Public Deposit Insurance Fund. This includes any deposit accounts issued or offered by a qualifying financial institution.

State statute (IC 5-13-9) authorizes the Town to invest in securities including, but not limited to, federal government securities, repurchase agreements, and certain money market mutual funds. Certain other statutory restrictions apply to all investments made by local governmental units.

TOWN OF WILLIAMSPORT  
NOTES TO FINANCIAL INFORMATION  
(Continued)

Note 6. Pension Plan

Public Employees' Retirement Fund

Plan Description

The Town contributes to the Indiana Public Employees' Retirement Fund (PERF), a defined benefit pension plan. PERF is an agent multiple-employer public employee retirement system, which provides retirement benefits to plan members and beneficiaries. All full-time employees are eligible to participate in this defined benefit plan. State statutes (IC 5-10.2 and 5-10.3) govern, through the PERF Board, most requirements of the system, and give the Town authority to contribute to the plan. The PERF retirement benefit consists of the pension provided by employer contributions plus an annuity provided by the member's annuity savings account. The annuity savings account consists of members' contributions, set by state statute at 3% of compensation, plus the interest credited to the member's account. The employer may elect to make the contributions on behalf of the member.

PERF administers the plan and issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole and for its participants. That report may be obtained by contacting:

Public Employees' Retirement Fund  
Harrison Building, Room 800  
143 West Market Street  
Indianapolis, IN 46204  
Ph. (317) 233-4162

Funding Policy and Annual Pension Cost

The contribution requirements of the plan members for PERF are established by the Board of Trustees of PERF.

TOWN OF WILLIAMSPORT  
 SUPPLEMENTARY INFORMATION  
 SCHEDULE OF LONG-TERM DEBT  
 For The Year Ended December 31, 2008

Description of Asset	Ending Principal Balance	Principal and Interest Due Within One Year
Business-type activities:		
Water Utility;		
Loans payable:		
Water Improvement Project	\$ 969,266	\$ 90,209
Wastewater Utility;		
Revenue bonds:		
Sewage Works Improvement Bonds of 2003	1,439,550	84,330
Total business-type activities long-term debt	<u>\$ 2,408,816</u>	<u>\$ 174,539</u>

TOWN OF WILLIAMSPORT  
EXIT CONFERENCE

The contents of this report were discussed on January 12, 2010, with William H. Lucas, Clerk-Treasurer; and Richard Briles, Town Council member. Our examination disclosed no material items that warrant comment at this time.