

**OXFORD TOWNSHIP
DELAWARE COUNTY, OHIO**

Regular Audit

For the years ended: December 31, 2024 - 2023



BALESTRA & COMPANY
CPAS / ADVISORS



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Columbus, Ohio 43215
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Board of Trustees
Oxford Township
5606 Steamtown Rd
Ashley, OH 43003

We have reviewed the *Independent Auditor's Report* of Oxford Township, Delaware County, prepared by Balestra & Company, for the audit period January 1, 2023 through December 31, 2024. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. Oxford Township is responsible for compliance with these laws and regulations.

KEITH FABER
Ohio Auditor of State

A handwritten signature in black ink that reads "Tiffany L Ridenbaugh".

Tiffany L Ridenbaugh, CPA, CFE, CGFM
Chief Deputy Auditor

January 15, 2026

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**Oxford Township
DELAWARE COUNTY**

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Serving local governments throughout Ohio, Kentucky, and West Virginia since 1994

INDEPENDENT AUDITOR'S REPORT

Oxford Township
Delaware County
5606 Steamtown Road
Ashley, Ohio 43003

To the Board of Trustees:

Report on the Audit of the Financial Statements

Unmodified and Adverse Opinions

We have audited the financial statements of the Oxford Township, Delaware County, Ohio (the Township), which comprises the cash balances, receipts and disbursements for each governmental fund type and the fiduciary fund type combined total as of and for the years ended December 31, 2024 and December 31, 2023, and the related notes to the financial statements.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the cash balances, receipts and disbursements for each governmental fund type and the fiduciary fund type combined total as of and for the years ended December 31, 2024 and December 31, 2023, and the related notes to the financial statements, in accordance with the financial reporting provisions which Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(C) permit, described in Note 2.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* section of our report, the accompanying financial statements do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Township, as of December 31, 2024 and 2023, or the changes in financial position thereof for the years then ended.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) 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

South Shore, Kentucky

Portsmouth, Ohio

Hurricane, West Virginia

required to be independent of the Township, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 2 of the financial statements, the financial statements are prepared by the Township on the basis of the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(C), which is an accounting basis other than accounting principles generally accepted in the United States of America (GAAP), to satisfy these requirements. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 2 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material and pervasive.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(C) permit. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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 GAAS and *Government 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 GAAS 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 Township's internal control. Accordingly, no such opinion is expressed.

- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 24, 2025, on our consideration of the Township's internal control over financial reporting and 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 Township'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 Township's internal control over financial reporting and compliance.



Balestra & Company, PLLC
Portsmouth, Ohio

September 24, 2025

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Oxford Township
Delaware County, Ohio
Combined Statement of Receipts, Disbursements
and Changes in Fund Balances (Regulatory Cash Basis)
All Governmental Fund Types
For the Year Ended December 31, 2024

| | General | Special Revenue | Permanent | Combined Total |
|---|-------------------|--------------------|-----------------|-------------------|
| Cash Receipts | | | | |
| Property and Other Local Taxes | \$ 138,757 | \$ 48,631 | \$ - | \$ 187,388 |
| Licenses, Permits and Fees | 1,950 | 350 | - | 2,300 |
| Intergovernmental | 42,091 | 152,236 | - | 194,327 |
| Special Assessments | 2,016 | 289 | - | 2,305 |
| Earnings on Investments | 12,877 | 8,291 | 186 | 21,354 |
| Miscellaneous | 4,785 | 63 | - | 4,848 |
| <i>Total Cash Receipts</i> | <u>202,476</u> | <u>209,860</u> | <u>186</u> | <u>412,522</u> |
| Cash Disbursements | | | | |
| Current: | | | | |
| General Government | 115,557 | - | - | 115,557 |
| Public Safety | 526 | - | - | 526 |
| Public Works | 25,738 | 168,348 | - | 194,086 |
| Health | 15,713 | - | - | 15,713 |
| Conservation-Recreation | 52 | - | - | 52 |
| Capital Outlay | 1,129 | 81,899 | - | 83,028 |
| Debt Service: | | | | |
| Principal Retirement | - | 23,531 | - | 23,531 |
| Interest and Fiscal Charges | - | 702 | - | 702 |
| <i>Total Cash Disbursements</i> | <u>158,715</u> | <u>274,480</u> | <u>-</u> | <u>433,195</u> |
| <i>Excess of Receipts Over (Under) Disbursements</i> | <u>43,761</u> | <u>(64,620)</u> | <u>186</u> | <u>(20,673)</u> |
| Other Financing Receipts (Disbursements) | | | | |
| Sale of Capital Assets | - | 11,750 | - | 11,750 |
| <i>Total Other Financing Receipts (Disbursements)</i> | <u>-</u> | <u>11,750</u> | <u>-</u> | <u>11,750</u> |
| <i>Net Change in Fund Cash Balances</i> | <u>43,761</u> | <u>(52,870)</u> | <u>186</u> | <u>(8,923)</u> |
| <i>Fund Cash Balances, January 1</i> | <u>166,043</u> | <u>274,439</u> | <u>3,918</u> | <u>444,400</u> |
| <i>Fund Cash Balances, December 31</i> | <u>\$ 209,804</u> | <u>\$ 221,569</u> | <u>\$ 4,104</u> | <u>\$ 435,477</u> |

See accompanying notes to the basic financial statements

Oxford Township
Delaware County, Ohio
Combined Statement of Additions, Deductions
and Changes in Fund Balances (Regulatory Cash Basis)
All Fiduciary Fund Types
For the Year Ended December 31, 2024

| | Fiduciary Fund Types |
|---|----------------------|
| | Custodial |
| | Other |
| | Custodial |
| Additions | |
| Property and Other Local Taxes Collected for Distribution | \$73,132 |
| Intergovernmental | 704 |
| Special Assessment Collections for Distribution | <u>482</u> |
| <i>Total Additions</i> | <u>74,318</u> |
| Deductions | |
| Distributions as Fiscal Agent | <u>73,836</u> |
| <i>Total Deductions</i> | <u>73,836</u> |
| <i>Net Change in Fund Balances</i> | 482 |
| <i>Fund Cash Balances, January 1</i> | <u>0</u> |
| <i>Fund Cash Balances, December 31</i> | <u>\$482</u> |

See accompanying notes to the basic financial statements

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Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2024

Note 1 - Reporting Entity

The constitution and laws of the State of Ohio establish the rights and privileges of the Oxford Township, Delaware County, (the Township) as a body corporate and politic. A publicly elected three-member Board of Trustees directs the Township. The Township provides general government services, road and bridge maintenance, and cemetery maintenance.

Public Entity Risk Pool and Related Organizations:

The Township participates in a public entity pool and is associated with related organizations. Notes 6 and 9 to the financial statements provide additional information for these entities.

The Township's management believes these financial statements present all activities for which the Township is financially accountable.

Note 2 - Summary of Significant Accounting Policies

Basis of Presentation

The Township's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all governmental fund types and a combined statement of additions, deductions and changes in fund balances (regulatory cash basis) all fiduciary fund types which are all organized on a fund type basis.

Fund Accounting

The Township uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the Township are presented below:

General Fund The general fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio.

Special Revenue Funds These funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The Township had the following significant Special Revenue Funds:

Motor Vehicle License Tax Fund The motor vehicle license tax fund accounts for and reports the portion of motor vehicle license registration fees restricted for maintenance and repair of roads within the Township.

Gasoline Tax Fund The gas tax fund accounts for and reports that portion of the State gasoline tax restricted for maintenance and repair of roads, culverts, bridges and related road expenses within the Township.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2024

Road and Bridge Fund This fund receives tax money to pay for constructing, maintaining and repairing Township roads and bridges.

Permissive Motor Vehicle License Fund This fund receives vehicle registration tax money. Funds are used to pay for road related expenses.

ARP Grant Fund The American Rescue Plan Grant Fund receives Federal Grant money as we are a Local Government NEU. These funds are restricted by Covid-19 related Federal Guidelines and approval from County Auditor.

Permanent Funds These funds account for assets held under a trust agreement that is legally restricted to the extent that only earnings, not principal, are available to support the Township's programs. The Township had the following Permanent Funds:

Cemetery Bequest Funds These funds receive interest earned on the nonexpendable corpus from trust agreements. These earnings may be used for the general maintenance and upkeep of the Township's Gavitt Cemetery. This Cemetery currently has two bequests funds - Gavitt and Bell.

Basis of Accounting

These financial statements follow the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C). This basis is similar to the cash receipts and disbursements accounting basis. The Township recognizes receipts when received in cash rather than when earned and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C) permit.

Budgetary Process

The Ohio Revised Code requires that each fund be budgeted annually.

Appropriations Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function and object level of control, and appropriations may not exceed estimated resources. The Board of Trustees must annually approve appropriation measures and subsequent amendments. The Delaware County Budget Commission must also approve the annual appropriation measure. Unencumbered appropriations lapse at year-end.

Estimated Resources Estimated resources include estimates of cash to be received (budgeted receipts) plus cash as of January 1. The Delaware County Budget Commission must approve estimated resources.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2024

Encumbrances The Ohio Revised Code requires the Township to reserve (encumber) appropriations when individual commitments are made. Encumbrances outstanding at year-end are carried over and need not be re-appropriated in the subsequent year.

A summary of 2024 budgetary activity appears in Note 3.

Deposits and Investments

The Township's accounting basis includes investments as assets. This basis does not record disbursements for investment purchases or receipts for investment sales. This basis records gains or losses at the time of sale as receipts or disbursements, respectively.

Capital Assets

The Township records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the Township must observe constraints imposed upon the use of its governmental-fund resources. The classifications are as follows:

Nonspendable The Township classifies assets as *nonspendable* when legally or contractually required to maintain the amounts intact. For regulatory purposes, nonspendable fund balance includes unclaimed monies that are required to be held for five years before they may be utilized by the Township and the nonspendable portion of the corpus in permanent funds

Restricted Fund balance is *restricted* when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

Committed Trustees can commit amounts via formal action (resolution). The Township must adhere to these commitments unless the Trustees amend the resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

Assigned Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as *restricted* or *committed*. For regulatory purposes, assigned fund balance in the general fund is limited to encumbrances outstanding at year end.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2024

Unassigned Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classification. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Township applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

For regulatory purposes, limited disclosure related to fund balance is included in Note 10.

Note 3 – Budgetary Activity

Budgetary activity for the year ending 2024 follows:

| Fund Type | 2024 Budgeted vs. Actual Receipts | | |
|-----------------|-----------------------------------|------------------|-----------------|
| | Budgeted Receipts | Actual Receipts | Variance |
| General | \$179,139 | \$202,476 | \$23,337 |
| Special Revenue | 185,554 | 221,610 | 36,056 |
| Permanent | 1 | 186 | 185 |
| Fiduciary | 73,836 | 74,318 | 482 |
| Total | \$438,530 | \$498,590 | \$60,060 |

| Fund Type | 2023 Budgeted vs. Actual Budgetary Basis Expenditures | | |
|-----------------|---|------------------------|------------------|
| | Appropriation Authority | Budgetary Expenditures | Variance |
| General | \$300,162 | \$158,952 | \$141,210 |
| Special Revenue | 475,757 | 276,801 | 198,956 |
| Permanent | 2,200 | 0 | 2,200 |
| Fiduciary | 73,844 | 73,836 | 8 |
| Total | \$851,963 | \$509,589 | \$342,374 |

Note 4 – Deposits and Investments

To improve cash management, cash received by the Township is pooled. Monies for all fund are maintained in this pool. The Ohio Revised Code prescribes allowable deposits and investments. A summary of the Townships deposit and investment accounts are as follows:

| | 2024 |
|-------------------------|------------------|
| Demand deposits | \$434,459 |
| Certificates of deposit | 1,500 |
| Total deposits | \$435,959 |

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2024

The Township does not use a separate payroll clearing account. The expenditures included in the accompanying financial statements reflect net payroll plus all remitted payroll withholdings. At December 31, 2024, the Township is holding \$0 in unremitted employee payroll withholdings.

Deposits

Deposits are insured by the Federal Deposit Insurance Corporation; or collateralized through the Ohio Pooled Collateral System (OPCS), a collateral pool of eligible securities deposited with a qualified trustee and pledged to the Treasurer of State to secure the repayment of all public monies deposited in the financial institution.

Note 5 – Property Taxes

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due February 10. The second half payment is due the following July 10.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Township.

Note 6 - Risk Management

The Township belongs to the Ohio Plan Risk Management, Inc. (OPRM) (the "Plan"), a unincorporated non-profit association providing a formalized, jointly administered self-insurance risk management programs and other administrative services to Ohio governments ("Members"). The Plan is legally separate from its member governments.

Pursuant to Section 2744.081 of the Ohio Revised Code, the plan provides property, liability, errors and omissions, law enforcement, automobile, excess liability, crime, surety and bond, inland marine and other coverages to its members sold through fourteen appointed independent agents in the State of Ohio.

Effective November 1, 2016, the OPRM elected to participate in a property loss corridor deductible. The property corridor includes losses paid between 70% and 75%. In 2018, the casualty loss corridor was eliminated, and the property corridor was adjusted to losses paid between 65% and 70%. Effective November 1, 2019, the property loss corridor was adjusted to losses between 60% and 67.5% and remained the same through October 31, 2022. Effective November 1, 2022, the property loss corridor was eliminated. OPRM had 847 members as of December 31, 2024.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2024

The Pool's audited financial statements conform with accounting principles generally accepted in the United States of America, with the exception of a qualified opinion related to recording premiums and membership fees earned in full as of December 31, 2024. Those premiums and fees should be earned pro-rata over the individual coverage and membership periods of each policy. The financial statements reported the following assets, liabilities and equity at December 31, 2024.

| | |
|-----------------|----------------------------|
| Assets | \$ 24,456,615 |
| Liabilities | <u>(16,692,162)</u> |
| Members' Equity | <u><u>\$ 7,764,453</u></u> |

You can read the complete audited financial statements for OPRM at the Plan's website, www.ohioplan.org.

Workers' Compensation

Workers' Compensation coverage is provided by the State of Ohio. The Township belongs to a group rating program, Sedgwick who handles premiums and claims. The Township pays the State Workers' Compensation System a premium based on a discounted rate. This rate is calculated based on accident history and administrative costs, if material.

Note 7 - Defined Benefit Pension Plans

Ohio Public Employees Retirement System

Township employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement health care and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10% percent of their gross salaries, and the Township contributed an amount equaling 14% percent of participants' gross salaries. The Township has paid all contributions required through December 31, 2024.

Note 8 – Postemployment Benefits

OPERS offers cost-sharing, multiple-employer defined benefit postemployment plans. OPERS offers a health reimbursement arrangement (HRA) allowance to benefit recipients meeting certain age and service credit requirements. The HRA is an account funded by OPERS that provides tax-free reimbursement for qualified medical expenses such as monthly post-tax insurance premiums, deductibles, co-insurance, and co-pays incurred by eligible benefit recipients and their dependents.

Accounts that retirees use to be reimbursed for health care expenses. For calendar year 2024, the portion of OPERS employer contributions allocated to health care was 0 percent for members in the traditional pension plan and 2 percent for members in the combined plan. For 2024, the portion of employer contributions OPERS allocated to health care for members in the member-directed plan was 4.0 percent; however, a portion of the health care rate was funded with reserves.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2024

Note 9 – Related Organizations

The Ashley Union Cemetery is considered a component unit of the Township because the Township appoints the majority of the Cemetery Board and provides one-half of the Cemetery's financial support. The financial statements of the Cemetery can be obtained by writing Patti Lewis, Fiscal Officer, at 2855 Whipple Road, Delaware, OH 43015.

The Township and the Village of Ashley belong to the library district for the Wornstaff Memorial Public Library. The Wornstaff Memorial Public Library is an associate library and has no authority to levy a tax. The Wornstaff Memorial Public Library Board has a resolution and requested the two districts (Village of Ashley and Township) to place a levy on each respective ballot for general expenses of the library. When the township receives levy proceeds, those proceeds are then distributed to the Wornstaff Memorial Public Library. This first levy was passed in May 2010. A replacement levy was passed by the voters in November 2024. The financial statements of the Wornstaff Memorial Public Library can be obtained by writing Linda Thomas, Fiscal Officer, Wornstaff Memorial Public Library, 302 E. High Street, P. O. Box 358, Ashley, OH 43003.

Note 10 – Fund Balances

Included in fund balance are amounts the Township cannot spend, including the unexpendable corpus of the permanent funds. Encumbrances are commitments related to unperformed contracts for goods or services. Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. At year end the balances of these amounts were as follows:

| Fund Balances | General | Special Revenue | Permanent | Total |
|--------------------------|--------------|-----------------|----------------|----------------|
| Nonspendable: | | | | |
| Corpus | \$0 | \$0 | \$1,500 | \$1,500 |
| Outstanding Encumbrances | 237 | 2,321 | 0 | 2,558 |
| <i>Total</i> | <u>\$237</u> | <u>\$2,321</u> | <u>\$1,500</u> | <u>\$4,058</u> |

The fund balance of special revenue funds is either restricted or committed. The fund balance of the permanent funds that is not part of the nonspendable corpus is either restricted or committed. These restricted and committed amounts in the special revenue and permanent funds would include the outstanding encumbrances. In the general fund, outstanding encumbrances are considered assigned.

Note 11 – COVID-19

The United States and the State of Ohio declared a state of emergency in March of 2020 due to the COVID- 19 pandemic. Ohio's state of emergency ended in June 2021 while the national state of emergency ended in April 2023. The Township spent available COVID-19 funding consistent with the applicable program guidelines.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2024

During 2023, the ARPA Grant COVID-19 funding of \$126,203 was spent to purchase a new snow plow truck. There were two separate purchase orders; Fyda Freightliner in the amount of \$99,466 for the truck and Kalida Truck Equipment in the amount of \$81,900 for the equipment package. Fyda Freightliner was paid in December, 2023 and Kalida Truck Equipment was paid in May 2024. All ARPA Grant COVID-19 funding has been spent.

Oxford Township
Delaware County, Ohio
Combined Statement of Receipts, Disbursements
and Changes in Fund Balances (Regulatory Cash Basis)
All Governmental Fund Types
For the Year Ended December 31, 2023

| | General | Special Revenue | Permanent | Combined Total |
|---|-------------------|--------------------|-----------------|-------------------|
| Cash Receipts | | | | |
| Property and Other Local Taxes | \$ 112,127 | \$ 48,498 | \$ - | \$ 160,625 |
| Charges for Services | - | 200 | - | 200 |
| Licenses, Permits and Fees | 2,605 | 575 | - | 3,180 |
| Intergovernmental | 40,048 | 150,697 | - | 190,745 |
| Earnings on Investments | 5,916 | 3,625 | 64 | 9,605 |
| Miscellaneous | 2,980 | 157 | - | 3,137 |
| <i>Total Cash Receipts</i> | <u>163,676</u> | <u>203,752</u> | <u>64</u> | <u>367,492</u> |
| Cash Disbursements | | | | |
| Current: | | | | |
| General Government | 121,381 | - | - | 121,381 |
| Public Safety | 523 | - | - | 523 |
| Public Works | 25,696 | 113,665 | - | 139,361 |
| Health | 14,624 | 550 | - | 15,174 |
| Human Services | - | 200 | - | 200 |
| Conservation-Recreation | 24 | - | - | 24 |
| Capital Outlay | 979 | 99,466 | - | 100,445 |
| Debt Service: | | | | |
| Principal Retirement | - | 22,846 | - | 22,846 |
| Interest and Fiscal Charges | - | 1,387 | - | 1,387 |
| <i>Total Cash Disbursements</i> | <u>163,227</u> | <u>238,114</u> | <u>-</u> | <u>401,341</u> |
| <i>Excess of Receipts Over (Under) Disbursements</i> | <u>449</u> | <u>(34,362)</u> | <u>64</u> | <u>(33,849)</u> |
| Other Financing Receipts (Disbursements) | | | | |
| Sale of Capital Assets | - | 500 | - | 500 |
| <i>Total Other Financing Receipts (Disbursements)</i> | <u>-</u> | <u>500</u> | <u>-</u> | <u>500</u> |
| <i>Net Change in Fund Cash Balances</i> | <u>449</u> | <u>(33,862)</u> | <u>64</u> | <u>(33,349)</u> |
| <i>Fund Cash Balances, January 1</i> | <u>165,594</u> | <u>308,301</u> | <u>3,854</u> | <u>477,749</u> |
| <i>Fund Cash Balances, December 31</i> | <u>\$ 166,043</u> | <u>\$ 274,439</u> | <u>\$ 3,918</u> | <u>\$ 444,400</u> |

See accompanying notes to the basic financial statements

Oxford Township
Delaware County, Ohio
Combined Statement of Additions, Deductions
and Changes in Fund Balances (Regulatory Cash Basis)
All Fiduciary Fund Types
For the Year Ended December 31, 2023

| | Fiduciary Fund Types |
|---|----------------------|
| | Custodial |
| | Other |
| | Custodial |
| Additions | |
| Property and Other Local Taxes Collected for Distribution | \$72,885 |
| Intergovernmental | 959 |
| <i>Total Additions</i> | <hr/> 73,844 |
| Deductions | |
| Distributions as Fiscal Agent | <hr/> 73,844 |
| <i>Total Deductions</i> | <hr/> 73,844 |
| <i>Net Change in Fund Balances</i> | 0 |
| <i>Fund Cash Balances, January 1</i> | <hr/> 0 |
| <i>Fund Cash Balances, December 31</i> | <hr/> \$0 |

See accompanying notes to the basic financial statements

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Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2023

Note 1 - Reporting Entity

The constitution and laws of the State of Ohio establish the rights and privileges of the Oxford Township, Delaware County, (the Township) as a body corporate and politic. A publicly elected three-member Board of Trustees directs the Township. The Township provides general government services, road and bridge maintenance, and cemetery maintenance.

Public Entity Risk Pool and Related Organizations:

The Township participates in a public entity pool and is associated with related organizations. Notes 6 and 10 to the financial statements provide additional information for these entities.

The Township's management believes these financial statements present all activities for which the Township is financially accountable.

Note 2 - Summary of Significant Accounting Policies

Basis of Presentation

The Township's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all governmental fund types and a combined statement of additions, deductions and changes in fund balances (regulatory cash basis) all fiduciary fund types which are all organized on a fund type basis.

Fund Accounting

The Township uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the Township are presented below:

General Fund The general fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio.

Special Revenue Funds These funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The Township had the following significant Special Revenue Funds:

Motor Vehicle License Tax Fund The motor vehicle license tax fund accounts for and reports the portion of motor vehicle license registration fees restricted for maintenance and repair of roads within the Township.

Gasoline Tax Fund The gas tax fund accounts for and reports that portion of the State gasoline tax restricted for maintenance and repair of roads, culverts, bridges and related road expenses within the Township.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2023

Road and Bridge Fund This fund receives tax money to pay for constructing, maintaining and repairing Township roads and bridges.

Permissive Motor Vehicle License Fund This fund receives vehicle registration tax money. Funds are used to pay for road related expenses.

ARP Grant Fund The American Rescue Plan Grant Fund receives Federal Grant money as we are a Local Government NEU. These funds are restricted by Covid-19 related Federal Guidelines and approval from County Auditor.

Permanent Funds These funds account for assets held under a trust agreement that is legally restricted to the extent that only earnings, not principal, are available to support the Township's programs. The Township had the following Permanent Funds:

Cemetery Bequest Funds These funds receive interest earned on the nonexpendable corpus from trust agreements. These earnings may be used for the general maintenance and upkeep of the Township's Gavitt Cemetery. This Cemetery currently has two bequests funds - Gavitt and Bell.

Basis of Accounting

These financial statements follow the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C). This basis is similar to the cash receipts and disbursements accounting basis. The Township recognizes receipts when received in cash rather than when earned and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C) permit.

Budgetary Process

The Ohio Revised Code requires that each fund be budgeted annually.

Appropriations Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function and object level of control, and appropriations may not exceed estimated resources. The Board of Trustees must annually approve appropriation measures and subsequent amendments. The Delaware County Budget Commission must also approve the annual appropriation measure. Appropriations lapse at year-end.

Estimated Resources Estimated resources include estimates of cash to be received (budgeted receipts) plus cash as of January 1. The Delaware County Budget Commission must approve estimated resources.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2023

Encumbrances The Ohio Revised Code requires the Township to reserve (encumber) appropriations when individual commitments are made. Encumbrances outstanding at year-end are carried over and need not be re-appropriated in the subsequent year.

A summary of 2023 budgetary activity appears in Note 3.

Deposits and Investments

The Township's accounting basis includes investments as assets. This basis does not record disbursements for investment purchases or receipts for investment sales. This basis records gains or losses at the time of sale as receipts or disbursements, respectively.

Capital Assets

The Township records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the Township must observe constraints imposed upon the use of its governmental-fund resources. The classifications are as follows:

Nonspendable The Township classifies assets as ***nonspendable*** when legally or contractually required to maintain the amounts intact. For regulatory purposes, nonspendable fund balance includes unclaimed monies that are required to be held for five years before they may be utilized by the Township and the nonspendable portion of the corpus in permanent funds

Restricted Fund balance is ***restricted*** when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

Committed Trustees can commit amounts via formal action (resolution). The Township must adhere to these commitments unless the Trustees amend the resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

Assigned Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as *restricted* or *committed*. For regulatory purposes, assigned fund balance in the general fund is limited to encumbrances outstanding at year end.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2023

Unassigned Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classification. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Township applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

For regulatory purposes, limited disclosure related to fund balance is included in Note 11.

Note 3 – Budgetary Activity

Budgetary activity for the year ending 2023 follows:

| Fund Type | 2023 Budgeted vs. Actual Receipts | | |
|-----------------|-----------------------------------|------------------|-----------------|
| | Budgeted Receipts | Actual Receipts | Variance |
| General | \$148,245 | \$163,676 | \$15,431 |
| Special Revenue | 185,471 | 204,252 | 18,781 |
| Permanent | 2 | 64 | 62 |
| Fiduciary | 73,844 | 73,844 | 0 |
| Total | \$407,562 | \$441,836 | \$34,274 |

| Fund Type | 2023 Budgeted vs. Actual Budgetary Basis Expenditures | | |
|-----------------|---|------------------------|------------------|
| | Appropriation Authority | Budgetary Expenditures | Variance |
| General | \$300,162 | \$163,447 | \$136,715 |
| Special Revenue | 475,757 | 320,996 | 154,761 |
| Permanent | 2,200 | 0 | 2,200 |
| Fiduciary | 73,844 | 73,844 | 0 |
| Total | \$851,963 | \$558,287 | \$293,676 |

Note 4 – Deposits and Investments

To improve cash management, cash received by the Township is pooled. Monies for all fund are maintained in this pool. The Ohio Revised Code prescribes allowable deposits and investments. A summary of the Township's deposit and investment accounts are as follows:

| | 2023 |
|-------------------------|------------------|
| Demand deposits | \$442,900 |
| Certificates of deposit | 1,500 |
| Total deposits | \$444,400 |

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2023

The Township does not use a separate payroll clearing account. The expenditures included in the accompanying financial statements reflect net payroll plus all remitted payroll withholdings. At December 31, 2023, the Township is holding \$0 in unremitted employee payroll withholdings.

Deposits

Deposits are insured by the Federal Deposit Insurance Corporation; or collateralized through the Ohio Pooled Collateral System (OPCS), a collateral pool of eligible securities deposited with a qualified trustee and pledged to the Treasurer of State to secure the repayment of all public monies deposited in the financial institution.

Note 5 – Property Taxes

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due February 10. The second half payment is due the following July 10.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Township.

Note 6 - Risk Management

The Township belongs to the Ohio Plan Risk Management, Inc. (OPRM) (the "Plan"), a unincorporated non-profit association providing a formalized, jointly administered self-insurance risk management programs and other administrative services to Ohio governments ("Members"). The Plan is legally separate from its member governments.

Pursuant to Section 2744.081 of the Ohio Revised Code, the plan provides property, liability, errors and omissions, law enforcement, automobile, excess liability, crime, surety and bond, inland marine and other coverages to its members sold through fourteen appointed independent agents in the State of Ohio.

Effective November 1, 2016, the OPRM elected to participate in a property loss corridor deductible. The property corridor includes losses paid between 70% and 75%. In 2018, the casualty loss corridor was eliminated and the property corridor was adjusted to losses paid between 65% and 70%. Effective November 1, 2019, the property loss corridor was adjusted to losses between 60% and 67.5% and has remain unchanged. OPRM had 801 members as of December 31, 2023.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2023

The Pool's audited financial statements conform with accounting principles generally accepted in the United States of America, with the exception of a qualified opinion related to recording premiums and membership fees earned in full as of December 31, 2023. Those premiums and fees should be earned pro-rata over the individual coverage and membership periods of each policy. The financial statements reported the following assets, liabilities and equity at December 31, 2023.

| | |
|-----------------|----------------------------|
| Assets | \$ 23,113,696 |
| Liabilities | <u>(16,078,587)</u> |
| Members' Equity | <u><u>\$ 7,035,109</u></u> |

You can read the complete audited financial statements for OPRM at the Plan's website, www.ohioplan.org.

Workers' Compensation

Workers' Compensation coverage is provided by the State of Ohio. The Township pays the State Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

Note 7 - Defined Benefit Pension Plans

Ohio Public Employees Retirement System

Township employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement health care and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10% percent of their gross salaries, and the Township contributed an amount equaling 14% percent of participants' gross salaries. The Township has paid all contributions required through December 31, 2023.

Note 8 – Postemployment Benefits

OPERS offers cost-sharing, multiple-employer defined benefit postemployment plans. OPERS offers a health reimbursement arrangement (HRA) allowance to benefit recipients meeting certain age and service credit requirements. The HRA is an account funded by OPERS that provides tax-free reimbursement for qualified medical expenses such as monthly post-tax insurance premiums, deductibles, co-insurance, and co-pays incurred by eligible benefit recipients and their dependents.

Accounts that retirees use to be reimbursed for health care expenses. For calendar year 2023, the portion of OPERS employer contributions allocated to health care was 0 percent for members in the traditional pension plan and 2 percent for members in the combined plan. For 2023, the portion of employer contributions OPERS allocated to health care for members in the member-directed plan was 4.0 percent; however, a portion of the health care rate was funded with reserves.

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2023

Note 9 – Debt

Financed Purchases

The Township has entered into financed purchases agreements for a John Deere Tractor and Diamond Mower through Deere Credit Inc. where ownership of the underlying asset transfers to the Township by the end of the contract. The Township disbursed \$24,233 to pay these costs for the fiscal year 2023.

Amortization

Amortization of the above debt, including interest, is scheduled as follows:

| Year Ending December 31: | Finance Purchases |
|-----------------------------|------------------------|
| 2024 | <u><u>\$24,233</u></u> |
| Total | <u><u>\$24,233</u></u> |

Note 10 – Related Organizations

The Ashley Union Cemetery is considered a component unit of the Township because the Township appoints the majority of the Cemetery Board and provides one-half of the Cemetery's financial support. The financial statements of the Cemetery can be obtained by writing Patti Lewis, Fiscal Officer, at 2855 Whipple Road, Delaware, OH 43015.

The Township and the Village of Ashley belong to the library district for the Wornstaff Memorial Public Library. The Wornstaff Memorial Public Library is an associate library and has no authority to levy a tax. The Wornstaff Memorial Public Library Board has a resolution and requested the two districts (Village of Ashley and Township) to place a levy on each respective ballot for general expenses of the library. When the township receives levy proceeds, those proceeds are then distributed to the Wornstaff Memorial Public Library. This first levy was passed in May 2010. A renewal levy was passed by the voters in March 2020. The financial statements of the Wornstaff Memorial Public Library can be obtained by writing Linda Thomas, Fiscal Officer, Wornstaff Memorial Public Library, 302 E. High Street, P. O. Box 358, Ashley, OH 43003.

Note 11 – Fund Balances

Included in fund balance are amounts the Township cannot spend, including the unexpendable corpus of the permanent funds. Encumbrances are commitments related to unperformed contracts for goods or services. Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. At year end the balances of these amounts were as follows:

Oxford Township
Delaware County
Notes to the Financial Statements
For the Year Ended December 31, 2023

| Fund Balances | General | Special Revenue | Permanent | Total |
|--------------------------|--------------|--------------------|----------------|-----------------|
| Nonspendable: | | | | |
| Corpus | \$0 | \$0 | \$1,500 | \$1,500 |
| Outstanding Encumbrances | 220 | 82,882 | 0 | 83,102 |
| <i>Total</i> | <i>\$220</i> | <i>\$82,882</i> | <i>\$1,500</i> | <i>\$84,602</i> |

The fund balance of special revenue funds is either restricted or committed. The fund balance of the permanent funds that is not part of the nonspendable corpus is either restricted or committed. These restricted and committed amounts in the special revenue and permanent funds would include the outstanding encumbrances. In the general fund, outstanding encumbrances are considered assigned.

Note 12 – COVID-19

The United States and the State of Ohio declared a state of emergency in March of 2020 due to the COVID-19 pandemic. Ohio's state of emergency ended in June, 2021 while the national state of emergency ended in April 2023. During 2022, the Township received COVID-19 funding. The township will continue to spend available COVID-19 funding consistent with the applicable program guidelines.

During 2023, the ARPA Grant COVID-19 funding of \$126,203.09 was spent to purchase a new snow plow truck. There were two separate purchase orders; Fyda Freightliner in the amount of \$99,466.00 for the truck and Kalida Truck Equipment in the amount of \$81,900.00 for the equipment package. Fyda Freightliner was paid in December 2023 and the purchase order for Kalida Truck Equipment is a carryover to 2024. The purchase order to Kalida Truck Equipment is the balance of the COVID-19 monies of \$26,737.09 and \$55,162.91 from the Gasoline Tax Fund.



Serving local governments throughout Ohio, Kentucky, and West Virginia since 1994

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
REQUIRED BY *GOVERNMENT AUDITING STANDARDS***

Oxford Township
Delaware County
5606 Steamtown Road
Ashley, Ohio 43003

To the Board of Trustees:

We have audited, in accordance with the 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 (*Government Auditing Standards*), the financial statements of the cash balances, receipts, and disbursements for each governmental fund type and the fiduciary fund type combined total as of and for the years ended December 31, 2024 and 2023, and the related notes to the financial statements of Oxford Township, Delaware County, Ohio (the Township), and have issued our report thereon dated September 24, 2025, wherein we noted the Township followed financial reporting provisions Ohio Rev. Code § 117.38 and Ohio Admin. Code 117-2-03(C) permit.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Township's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Township's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of

South Shore, Kentucky

Portsmouth, Ohio

Hurricane, West Virginia

deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Township's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Balestra & Company, PLLC
Portsmouth, Ohio

September 24, 2025

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OHIO AUDITOR OF STATE KEITH FABER



OXFORD TOWNSHIP

DELAWARE COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

This is a true and correct copy of the report, which is required to be filed pursuant to Section 117.26, Revised Code, and which is filed in the Office of the Ohio Auditor of State in Columbus, Ohio.



Certified for Release 1/27/2026

65 East State Street, Columbus, Ohio 43215
Phone: 614-466-4514 or 800-282-0370

This report is a matter of public record and is available online at
www.ohioauditor.gov