

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

EXAMINATION REPORT
OF
TOWN OF CARLISLE
SULLIVAN COUNTY, INDIANA
January 1, 2004 to December 31, 2005



FILED
01/29/2007

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	Suzan Ridgway	01-01-04 to 12-31-07
President of the Town Council	Bill Orr	01-01-04 to 12-31-07



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

INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE TOWN OF CARLISLE, SULLIVAN COUNTY, INDIANA

We have examined the financial information presented herein of the Town of Carlisle (Town), for the period of January 1, 2004 to December 31, 2005. 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, 2004 and 2005, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

January 2, 2007

TOWN OF CARLISLE
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, 2004 And 2005

	Cash and Investments			Cash and Investments
	01-01-04	Receipts	Disbursements	12-31-04
Governmental Funds:				
General	\$ 11,292	\$ 154,820	\$ 93,894	\$ 72,218
Motor Vehicle Highway	30,317	26,084	22,824	33,577
Local Road and Street	45,300	2,874	4,810	43,364
Animal Control	697	25	-	722
Park and Recreation	4,536	-	-	4,536
Law Enforcement Continuing Education	2,040	110	204	1,946
Riverboat	4,395	4,381	2,750	6,026
Ordinance Violations	950	100	-	1,050
Brownfield Grant	12,162	-	12,162	-
Carlisle Community Projects	-	600	600	-
Cumulative Capital Improvement	17,480	2,594	-	20,074
Levy Excess	1,147	-	1,147	-
Proprietary Funds:				
Water Utility - Operating	130,894	325,780	346,003	110,671
Water Utility - Bond and Interest	60,516	82,280	80,688	62,108
Water Utility - Depreciation	341,778	34,800	123,261	253,317
Water Utility - Customer Deposit	16,104	875	487	16,492
Water Utility - Truck	56,556	5,072	-	61,628
Water Utility - Cash Reserve	77,160	4,131	-	81,291
Water Utility - Reserve	88,114	-	-	88,114
Wastewater Utility - Operating	197,151	746,599	709,174	234,576
Wastewater Utility - Bond and Interest	199,360	349,014	349,544	198,830
Wastewater Utility - Depreciation	498,838	84,000	-	582,838
Wastewater Utility - Truck	99,861	12,588	17,892	94,557
Wastewater Utility - Cash Reserve	165,253	37,454	-	202,707
Wastewater Utility - Reserve	406,170	-	-	406,170
Fiduciary Funds:				
Sherwood Trust	6,479	735	-	7,214
Payroll	776	201,450	200,983	1,243
Totals	\$ 2,475,326	\$ 2,076,366	\$ 1,966,423	\$ 2,585,269

	Cash and Investments			Cash and Investments
	01-01-05	Receipts	Disbursements	12-31-05
Governmental Funds:				
General	\$ 72,218	\$ 93,444	\$ 102,511	\$ 63,151
Motor Vehicle Highway	33,577	25,868	28,784	30,661
Local Road and Street	43,364	2,871	15,000	31,235
Animal Control	722	-	16	706
Park and Recreation	4,536	-	-	4,536
Law Enforcement Continuing Education	1,946	140	554	1,532
Riverboat	6,026	4,383	-	10,409
Ordinance Violations	1,050	25	-	1,075
Pfizer Grant	-	2,000	2,000	-
Cumulative Capital Improvement	20,074	2,148	-	22,222
Cumulative Fire Fund	-	2,269	-	2,269
Proprietary Funds:				
Water Utility - Operating	110,671	297,276	311,206	96,741
Water Utility - Bond and Interest	62,108	81,689	83,416	60,381
Water Utility - Depreciation	253,317	34,800	-	288,117
Water Utility - Customer Deposit	16,492	700	225	16,967
Water Utility - Truck	61,628	12,700	-	74,328
Water Utility - Cash Reserve	81,291	9,804	-	91,095
Water Utility - Reserve	88,114	-	-	88,114
Wastewater Utility - Operating	234,576	752,686	754,300	232,962
Wastewater Utility - Bond and Interest	198,830	346,999	346,891	198,938
Wastewater Utility - Depreciation	582,838	84,000	-	666,838
Wastewater Utility - Truck	94,557	38,202	10,732	122,027
Wastewater Utility - Cash Reserve	202,707	27,619	-	230,326
Wastewater Utility - Reserve	406,170	-	-	406,170
Fiduciary Funds:				
Sherwood Trust	7,214	661	-	7,875
Payroll	1,243	217,278	217,492	1,029
Totals	\$ 2,585,269	\$ 2,037,562	\$ 1,873,127	\$ 2,749,704

The accompanying notes are an integral part of the schedules.

TOWN OF CARLISLE
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: public safety, health and social services, 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. All property taxes collected by the County Treasurer and available for distribution were distributed to the Town on or prior to December 31 of the year collected.

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 CARLISLE
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.

Note 7. Long-Term Debt

The Town has entered into debt such as bonds for water utility improvements and wastewater improvements. The outstanding principal at December 31, 2005, was \$639,000 and \$3,164,000, respectively.

TOWN OF CARLISLE
EXIT CONFERENCE

The contents of this report were discussed on January 2, 2007, with Susan Ridgway, Clerk-Treasurer. Our examination disclosed no material items that warrant comment at this time.