

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

FINANCIAL STATEMENT EXAMINATION REPORT

OF

DUBOIS COUNTY AIRPORT AUTHORITY

DUBOIS COUNTY, INDIANA

January 1, 2007 to December 31, 2010



**FILED**  
11/03/2011



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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Airport Manager	Travis McQueen	01-01-07 to 12-31-11
Treasurer	David W. Drake	01-01-07 to 12-31-07
	Robert Duncan	01-01-08 to 12-31-09
	Mike Cummings	01-01-10 to 12-31-10
	David W. Drake	01-01-11 to 12-31-11
President of the Board	Raymie Eckerle	01-01-07 to 12-31-10
	Robert Duncan	01-01-11 to 12-31-11



**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 DUBOIS COUNTY AIRPORT AUTHORITY, DUBOIS COUNTY, INDIANA

We have examined the financial statements of the Dubois County Airport Authority (District), for the period of January 1, 2007 to December 31, 2010. The District's management is responsible for the financial statements. 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 statements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

As discussed in Note 1, the District prepares its financial statements on the prescribed basis of accounting that demonstrates compliance with the reporting requirements established by the State Board of Accounts as allowed by state statute (IC 5-11-1-6), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The basis noted above is a different basis than that used in the prior year.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position and results of operations of the District for the years ended December 31, 2007, 2008, 2009, and 2010, on the basis of accounting described in Note 1.

The Combining Schedules of Receipts, Disbursements, and Cash and Investment Balances – Regulatory Basis for the year ended December 31, 2009 and 2010, and Schedule of Capital Assets, as listed in the Table of Contents, are presented for additional analysis and are not required parts of the financial statements. They have not been subjected to the examination procedures applied to the financial statements and, accordingly, we express no opinion on them. Combining Schedules of Receipts, Disbursements, and Cash and Investments Balances – Regulatory Basis were not presented for the years ended December 31, 2007 or 2008.

This report is intended solely for the information and use of the District's management, the Board of the Dubois County Airport Authority, and is not intended to be and should not be used by anyone other than these specified parties. In accordance with Indiana Code 5-11-5-1, this report is a part of the public records of the State Board of Accounts and of the office examined.

STATE BOARD OF ACCOUNTS

September 21, 2011

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## FINANCIAL STATEMENTS

The financial statements and accompanying notes were approved by management of the District. The financial statements and notes are presented as intended by the District.

DUBOIS COUNTY AIRPORT AUTHORITY  
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -  
REGULATORY BASIS  
For The Year Ended December 31, 2007

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
General Fund	\$ 301,338	\$ 232,625	\$ 197,370	\$ 336,593
Cumulative Fund	528,935	153,630	50,246	632,319
Payroll Withholding Fund	1,098	15,554	14,956	1,696
Rainy Day Fund	21,050	31,986	-	53,036
Totals	<u>\$ 852,421</u>	<u>\$ 433,795</u>	<u>\$ 262,572</u>	<u>\$ 1,023,644</u>

The notes to the financial statements are an integral part of this statement.

DUBOIS COUNTY AIRPORT AUTHORITY  
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -  
REGULATORY BASIS  
For The Year Ended December 31, 2008

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
General Fund	\$ 336,593	\$ 228,968	\$ 292,712	\$ 272,849
Cumulative Fund	632,319	692,083	530,012	794,390
Payroll Withholding Fund	1,696	16,092	16,030	1,758
Rainy Day Fund	53,036	29,344	-	82,380
Totals	<u>\$ 1,023,644</u>	<u>\$ 966,487</u>	<u>\$ 838,754</u>	<u>\$ 1,151,377</u>

The notes to the financial statements are an integral part of this statement.

DUBOIS COUNTY AIRPORT AUTHORITY  
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -  
REGULATORY BASIS  
For The Year Ended December 31, 2009

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
General Fund	\$ 272,849	\$ 221,178	\$ 306,727	\$ 187,300
Cumulative Fund	794,390	199,535	179,153	814,772
Payroll Withholding Fund	1,758	15,529	16,157	1,130
Rainy Day Fund	82,380	27,682	-	110,062
Totals	<u>\$ 1,151,377</u>	<u>\$ 463,924</u>	<u>\$ 502,037</u>	<u>\$ 1,113,264</u>

The notes to the financial statements are an integral part of this statement.

DUBOIS COUNTY AIRPORT AUTHORITY  
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES  
REGULATORY BASIS  
For The Year Ended December 31, 2010

	Cash and Investments 01-01-10	Receipts	Disbursements	Cash and Investments 12-31-10
General Fund	\$ 187,300	\$ 221,869	\$ 205,037	\$ 204,132
Cumulative Fund	814,772	234,762	153,532	896,002
Payroll Withholding Fund	1,130	15,781	15,746	1,165
Rainy Day Fund	110,062	29,597	-	139,659
Levy Excess Fund	-	488	-	488
Totals	<u>\$ 1,113,264</u>	<u>\$ 502,497</u>	<u>\$ 374,315</u>	<u>\$ 1,241,446</u>

The notes to the financial statements are an integral part of this statement.

DUBOIS COUNTY AIRPORT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS

**Note 1. Summary of Significant Accounting Policies**

*A. Reporting Entity*

The District was established under the laws of the State of Indiana. The District operates under an appointed governing board.

The accompanying financial statements present the financial information for the District (primary government).

*B. Basis of Accounting*

The financial statements are reported on a regulatory basis of accounting prescribed by the State Board of Accounts in accordance with state statute (IC 5-11-1-6), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Receipts are recorded when received and disbursements are recorded when paid.

The regulatory basis of accounting differs from accounting principles generally accepted in the United States of America in that receipts are recognized when received in cash, rather than when earned, and disbursements are recognized when paid, rather than when a liability is incurred.

*C. Cash and Investments*

Investments are stated at cost. Any changes in fair value of the investments are reported as receipts in the year of the sale of the investment.

*D. Receipts*

Receipts are presented in the aggregate on the face of the financial statements. The aggregate receipts may include, but are not limited to, the following sources:

Taxes which can include one or more of the following: property taxes, certified shares (local option tax), property tax replacement credit (local option tax), county option income tax, wheel tax, innkeepers tax, food and beverage tax, county economic development income tax, boat and trailer excise tax, county adjusted gross income tax, and other taxes that are set by the District.

Intergovernmental receipts which include receipts from other governments in the form of operating grants, entitlements, or payments in lieu of taxes. Examples of this type of receipts include, but are not limited to: federal grants, state grants, cigarette tax distributions received from the state, motor vehicle highway distribution received from the state, local road and street distribution received from the state, financial institution tax received from the state, auto excise surtax received from the state, commercial vehicle excise tax received from the state, major moves distributions received from the state, and riverboat receipts received from the county.

Charges for services which can include, but are not limited to the following: planning commission charges, building department charges, copies of public records, copy machine charges, accident report copies, gun permit applications, 911 telephone

DUBOIS COUNTY AIRPORT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

services, recycling fees, dog pound fees, emergency medical service fees, park rental fees, swimming pool receipts, cable tv receipts, ordinance violations, fines and fees, bond forfeitures, court costs, and court receipts.

Other receipts which include amounts received from various sources which can include, but are not limited to the following: net proceeds from borrowings; interfund loan activity; transfers authorized by statute, ordinance, resolution, or court order; internal service receipts; and fiduciary receipts.

*E. Disbursements*

Disbursements are presented in the aggregate on the face of the financial statements. The aggregate disbursements may include, but are not limited to, the following uses:

Personal services include outflows for salaries, wages, and related employee benefits provided for all persons employed. In those units where sick leave, vacation leave, overtime compensation, and other such benefits are appropriated separately, such payments would also be included.

Supplies which include articles and commodities that are entirely consumed and materially altered when used and/or show rapid depreciation after use for a short period of time. Examples of supplies include office supplies, operating supplies, and repair and maintenance supplies.

Other services and charges which include, but are not limited to: professional services, communication and transportation, printing and advertising, insurance, utility services, repairs and maintenance, and rental charges.

Capital outlay which include all outflows for land, infrastructure, buildings, improvements, and machinery and equipment having an appreciable and calculable period of usefulness.

Other disbursements which include, but are not limited to the following: interfund loan payments, loans made to other funds, internal service disbursements, and transfers out that are authorized by statute, ordinance, resolution, or court order.

*F. Interfund Transfers*

The District may, from time to time, transfer money from one fund to another. These transfers, if any, are included as a part of the receipts and disbursements of the affected funds and as a part of total receipts and disbursements. The transfers are used for cash flow purposes as provided by various statutory provisions.

*G. Fund Accounting*

Separate funds are established, maintained, and reported by the District. Each fund is used to account for money received from and used for specific sources and uses as determined by various regulations. Restrictions on some funds are set by statute while other funds are internally restricted by the District. The money accounted for in a specific fund may only be available for use for certain, legally restricted purposes. Additionally,

DUBOIS COUNTY AIRPORT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

some funds are used to account for assets held by the District in a trustee capacity as an agent of individuals, private organizations, other funds, or other governmental units and therefore the funds cannot be used for any expenditures of the unit itself.

**Note 2. Budgets**

The operating budget is initially prepared and approved at the local level. The fiscal officer of the District submits a proposed operating budget to the governing board for the following calendar year. The budget is advertised as required by law. Prior to adopting the budget, the governing board conducts public hearings and obtains taxpayer comments. Prior to November 1, the governing board approves the budget for the next year. The budget for funds for which property taxes are levied or highway use taxes are received is subject to final approval by the Indiana Department of Local Government Finance.

**Note 3. Property Taxes**

Property taxes levied are collected by the County Treasurer and are scheduled to be distributed to the District in June and December; however, situations can arise which would delay the distributions. 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 percent 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 normally become delinquent if not paid by May 10 and November 10, respectively.

**Note 4. Deposits and Investments**

Deposits, made in accordance with state statute (IC 5-13), with financial institutions in the State of Indiana at year end should be 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 statutes authorize the District 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.

**Note 5. Risk Management**

The District may be exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; medical benefits to employees, retirees, and dependents; and natural disasters.

DUBOIS COUNTY AIRPORT AUTHORITY  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

These risks can be mitigated through the purchase of insurance, establishment of a self-insurance fund, and/or participation in a risk pool. The purchase of insurance transfers the risk to an independent third party. The establishment of a self-insurance fund allows the District to set aside money for claim settlements. The self-insurance fund would be included in the financial statements. The purpose of participation in a risk pool is to provide a medium for the funding and administration of the risks. These risks may also be mitigated by the District by recording as a disbursement and replacement items purchased.

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## SUPPLEMENTARY INFORMATION – UNAUDITED

For additional financial information, the District's Annual Reports can be found on the Indiana Transparency Portal website: [www.in.gov/itp/annual\\_reports/](http://www.in.gov/itp/annual_reports/).

Differences may be noted between the financial information presented in the financial statements contained in this report and the financial information presented in the Annual Reports of the District which are referenced above. These differences, if any, are due to adjustments made to the financial information during the course of the examination. This is a common occurrence in any financial statement examination. The financial information presented in this report is examined information, and the accuracy of such information can be determined by reading the opinion given in the Independent Accountant's Report.

The supplementary information presented was prepared and/or approved by management of the District. It is presented as intended by the District.

DUBOIS COUNTY AIRPORT AUTHORITY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For The Year Ended December 31, 2009

	General Fund	Cumulative Fund	Payroll Withholding Fund	Rainy Day Fund	Totals
Cash and investments - beginning	\$ 272,849	\$ 794,390	\$ 1,758	\$ 82,380	\$ 1,151,377
Receipts:					
Taxes	85,779	73,809	-	-	159,588
Intergovernmental	65,806	112,695	-	5,674	184,175
Charges for services	43,026	-	-	-	43,026
Other receipts	26,567	13,031	15,529	22,008	77,135
Total receipts	221,178	199,535	15,529	27,682	463,924
Disbursements:					
Personal services	108,523	-	-	-	108,523
Supplies	14,289	-	-	-	14,289
Other services and charges	61,279	-	-	-	61,279
Capital outlay	102,359	179,153	-	-	281,512
Other disbursements	20,277	-	16,157	-	36,434
Total disbursements	306,727	179,153	16,157	-	502,037
Excess (deficiency) of receipts over disbursements	(85,549)	20,382	(628)	27,682	(38,113)
Cash and investments - ending	\$ 187,300	\$ 814,772	\$ 1,130	\$ 110,062	\$ 1,113,264

DUBOIS COUNTY AIRPORT AUTHORITY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For The Year Ended December 31, 2010

	General Fund	Cumulative Fund	Payroll Withholding Fund	Rainy Day Fund	Levy Excess Fund	Totals
Cash and investments - beginning	\$ 187,300	\$ 814,772	\$ 1,130	\$ 110,062	\$ -	\$ 1,113,264
Receipts:						
Taxes	88,338	70,269	-	-	488	159,095
Intergovernmental	65,277	154,819	-	5,982	-	226,078
Charges for services	44,943	-	-	-	-	44,943
Other receipts	23,311	9,674	15,781	23,615	-	72,381
Total receipts	<u>221,869</u>	<u>234,762</u>	<u>15,781</u>	<u>29,597</u>	<u>488</u>	<u>502,497</u>
Disbursements:						
Personal services	110,755	-	-	-	-	110,755
Supplies	16,386	-	-	-	-	16,386
Other services and charges	47,586	-	-	-	-	47,586
Capital outlay	4,262	153,532	-	-	-	157,794
Other disbursements	26,048	-	15,746	-	-	41,794
Total disbursements	<u>205,037</u>	<u>153,532</u>	<u>15,746</u>	<u>-</u>	<u>-</u>	<u>374,315</u>
Excess of receipts over disbursements	<u>16,832</u>	<u>81,230</u>	<u>35</u>	<u>29,597</u>	<u>488</u>	<u>128,182</u>
Cash and investments - ending	<u>\$ 204,132</u>	<u>\$ 896,002</u>	<u>\$ 1,165</u>	<u>\$ 139,659</u>	<u>\$ 488</u>	<u>\$ 1,241,446</u>

DUBOIS COUNTY AIRPORT AUTHORITY  
 SUPPLEMENTARY INFORMATION  
 SCHEDULE OF CAPITAL ASSETS  
 December 31, 2010

Capital assets are reported at actual or estimated historical cost based on appraisals or deflated current replacement cost. Contributed or donated assets are reported at estimated fair value at the time received.

<u>Primary Government</u>	<u>Ending Balance</u>
Capital assets, not being depreciated:	
Land	\$ 712,300
Buildings	3,953,128
Improvements other than buildings	4,795,719
Machinery and equipment	480,560
Construction in Progress	<u>172,915</u>
 Total capital assets not being depreciated	 <u><u>\$ 10,114,622</u></u>

DUBOIS COUNTY AIRPORT AUTHORITY  
EXIT CONFERENCE

The contents of this report were discussed on September 21, 2011, with Travis McQueen, Airport Manager; Robert Duncan, President of the Board and former Treasurer; Mike Cummings, Vice-President of the Board and former Treasurer; and David W. Drake, Treasurer. Our examination disclosed no material items that warrant comment at this time.