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

FINANCIAL STATEMENT EXAMINATION REPORT

OF

TOWN OF CARTHAGE

RUSH COUNTY, INDIANA

January 1, 2013 to December 31, 2014





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SCHEDULE OF OFFICIALS

Office	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	Linda A. McMahan	01-01-12 to 12-31-19
President of the Town Council	Marsha Dyer William "Bill" Davis	01-01-13 to 03-31-14 04-01-14 to 12-31-16
Superintendent of Utilities	Joshua Douglas	01-01-13 to 12-31-16



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE TOWN OF CARTHAGE, RUSH COUNTY, INDIANA

We have examined the accompanying financial statement of the Town of Carthage (Town), for the period of January 1, 2013 to December 31, 2014. The financial statement is the responsibility of the Town's management. Our responsibility is to express an opinion on the financial statement 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 statement 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 Town prepares its financial statement on the prescribed basis of accounting that demonstrates compliance with the reporting requirements established by the Indiana 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 effects on the financial statement of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

In our opinion, because of the matter discussed in the preceding paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position and results of operations of the Town for the period of January 1, 2013 to December 31, 2014.

In our opinion, the financial statement referred to above presents fairly, in all material respects, the financial position and results of operations of the Town for the period of January 1, 2013 to December 31, 2014, on the basis of accounting described in Note 1.

Our examination was conducted for the purpose of forming an opinion on the Town's financial statement. The Combining Schedules of Receipts, Disbursements, and Cash and Investment Balances - Regulatory Basis, Schedule of Payables and Receivables, Schedule of Leases and Debt, 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 statement. They have not been subjected to the examination procedures applied to the financial statement and, accordingly, we express no opinion on them.

Paul D. Joyce, CPA State Examiner (This page intentionally left blank.)

FINANCIAL STATEMENT AND ACCOMPANYING NOTES
The financial statement and accompanying notes were approved by management of the Town. The financial statement and notes are presented as intended by the Town.

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TOWN OF CARTHAGE STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES REGULATORY BASIS

For the Years Ended December 31, 2013 and 2014

Fund	Inv	eash and restments 1-01-13	 Receipts	Dis	bursements	_	Cash and Investments 12-31-13	 Receipts	Dis	bursements	_	Cash and Investments 12-31-14
General Fund	\$	54,419	\$ 194,155	\$	154,140	\$	94,434	\$ 202,060	\$	139,073	\$	157,421
Motor Vehicle Highway		72,526	70,725		145,569		(2,318)	94,068		100,454		(8,704)
Local Road And Street		5,849	3,231		_		9,080	3,015		-		12,095
Economic Dev Income Tax		53,866	-		2,013		51,853	37,689		14,363		75,179
Sanitation Fund		(15,980)	44,512		39,488		(10,956)	34,426		33,728		(10,258)
Local Law Enf Cont Ed		(2,320)	625		-		(1,695)	718		-		(977)
Rainy Day Fund		13	-		-		13	-		-		13
K-9 Fund		1,220	-		-		1,220	-		-		1,220
Levy Excess Fund		471	-		-		471	-		-		471
Cum Cap Imp - Cig Tax		3,835	2,489		-		6,324	2,452		-		8,776
Cemetery		19,978	4,690		-		24,668	2,066		828		25,906
Payroll Fund		(75,575)	228,100		253,296		(100,771)	195,271		285,058		(190,558)
Sewer Replacement		-	16,952		6,449		10,503	18,019		-		28,522
Wastewater Operating		127,906	276,897		298,289		106,514	298,722		377,666		27,570
Sewer Construction		22,314	300,948		323,260		2	-		-		2
Sewer Sinking Fund		55,827	78,306		77,386		56,747	112,423		112,624		56,546
Sewer Debt Reserve		22,307	7,160		-		29,467	6,489		-		35,956
Water Operating		31,566	259,166		293,283		(2,551)	371,889		378,028		(8,690)
Water Reserve Replacement		24,837	11,236		862		35,211	10,358		37,582		7,987
Water Sinking		66,561	87,595		94,714		59,442	98,046		98,169		59,319
Water Debt Reserve		51,788	9,608		-		61,396	9,614		8,000		63,010
Water Customer Deposit		12,840	3,600		1,650		14,790	8,996		3,727		20,059
Utility Holding		20,219	 517,421		537,421	_	219	 532,550		532,569	_	200
Totals	\$	554,467	\$ 2,117,416	\$	2,227,820	\$	444,063	\$ 2,038,871	\$	2,121,869	\$	361,065

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

TOWN OF CARTHAGE NOTES TO FINANCIAL STATEMENT

Note 1. Summary of Significant Accounting Policies

A. Reporting Entity

The Town was established under the laws of the State of Indiana. The Town operates under a Town Council form of government and provides some or all of the following services: public safety (police and fire), highways and streets, health and social services, culture and recreation, public improvements, planning and zoning, general administrative services, water, wastewater and urban redevelopment and housing.

The accompanying financial statement presents the financial information for the Town.

B. Basis of Accounting

The financial statement is reported on a regulatory basis of accounting prescribed by the Indiana 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. The basis of accounting involves the reporting of only cash and investments and the changes therein resulting from cash inflows (receipts) and cash outflows (disbursements) reported in the period in which they occurred.

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 statement. The aggregate receipts include 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 Town.

Licenses and permits, which include amounts received from businesses, occupations, or non-businesses that must be licensed before doing business within the government's jurisdiction or permits levied according to the benefits presumably conferred by the permit. Examples of licenses and permits include: peddler licenses, dog tax licenses, auctioneer licenses, building and planning permits, demolition permits, electrical permits, sign permits, and gun permits.

TOWN OF CARTHAGE NOTES TO FINANCIAL STATEMENT (Continued)

Intergovernmental receipts, which include receipts from other governments in the form of operating grants, entitlements, or payments in lieu of taxes. Examples of these types 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 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.

Fines and forfeits, which include receipts derived from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations (fines), and for the neglect of official duty and monies derived from confiscating deposits held as performance guarantees (forfeitures).

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 statement. The aggregate disbursements include the following uses:

Personal services, which 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.

Debt service - principal and interest, which includes fixed obligations resulting from financial transactions previously entered into by the Town. It includes all expenditures for the reduction of the principal and interest of the Town's general obligation indebtedness.

Utility operating expenses, which include all outflows for operating the utilities.

TOWN OF CARTHAGE NOTES TO FINANCIAL STATEMENT (Continued)

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 Town 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 Town. 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 Town. The money accounted for in a specific fund may only be available for use for certain, legally restricted purposes. Additionally, some funds are used to account for assets held by the Town 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 Town 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 Town 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.

TOWN OF CARTHAGE NOTES TO FINANCIAL STATEMENT (Continued)

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 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.

Note 5. Risk Management

The Town 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.

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 Town to set aside money for claim settlements. The self-insurance fund would be included in the financial statement. The purpose of participation in a risk pool is to provide a medium for the funding and administration of the risks.

Note 6. Cash Balance Deficits

The financial statement contains some funds with deficits in cash. This is a result of various types of transactions, transfers, and errors.

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OTHER INFORMATION - UNEXAMINED

The Town's Annual Report information can be found on the Gateway website: https://gateway.ifionline.org/.

Differences may be noted between the financial information presented in the financial statement contained in this report and the financial information presented in the Annual Reports of the Town 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 other information presented was approved by management of the Town. It is presented as intended by the Town.

TOWN OF CARTHAGE COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES - REGULATORY BASIS For the Year Ended December 31, 2013

Cash and investments - beginning	General Fund \$ 54,419	Motor Vehicle Highway \$ 72,526	Local Road And Street	Economic Dev Income Tax \$ 53,866	Sanitation Fund \$ (15,980)	Local Law Enf Cont Ed \$ (2,320)	Rainy Day Fund	K-9 Fund \$ 1,220	Levy Excess Fund	Cum Cap Imp - Cig Tax	<u>Cemetery</u> \$ 19,978	Payroll Fund \$ (75,575)
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Receipts:												
Taxes	146,105	-	-	-	-	-	-	-	-	-	-	-
Licenses and permits	4,797	-	-	-	-	625	-	-	-	-	-	-
Intergovernmental	42,360	70,725	3,231	-	-	-	-	-	-	2,489	-	-
Charges for services	800	-	-	-	-	-	-	-	-	-	4,690	-
Other receipts	93				44,512							228,100
Total receipts	194,155	70,725	3,231		44,512	625				2,489	4,690	228,100
Disbursements:												
Personal services	65,875	60,051	-	-	-	-	-	-	-	-	-	-
Supplies	16,014	-	-	-	-	-	-	-	-	-	-	-
Other services and charges	32,588	78,800	-	-	-	-	-	-	-	-	-	-
Debt service - principal and interest	-	-	_	-	-	-	-	-	-	-	-	-
Utility operating expenses	-	-	_	-	-	-	-	-	-	-	-	-
Other disbursements	39,663	6,718		2,013	39,488							253,296
Total disbursements	154,140	145,569		2,013	39,488							253,296
Excess (deficiency) of receipts over disbursements	40,015	(74,844)	3,231	(2,013)	5,024	625				2,489	4,690	(25,196)
Cash and investments - ending	\$ 94,434	\$ (2,318)	\$ 9,080	\$ 51,853	\$ (10,956)	\$ (1,695)	\$ 13	\$ 1,220	\$ 471	\$ 6,324	\$ 24,668	<u>\$ (100,771)</u>

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TOWN OF CARTHAGE COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES - REGULATORY BASIS For the Year Ended December 31, 2013 (Continued)

	Sewer Replacement	Wastewater Operating	Sewer Construction	Sewer Sinking Fund	Sewer Debt Reserve	Water Operating	Water Reserve Replacement	Water Sinking	Water Debt Reserve	Water Customer Deposit	Utility Holding	Totals
Cash and investments - beginning	\$ -	\$ 127,906	\$ 22,314	\$ 55,827	\$ 22,307	\$ 31,566	\$ 24,837	\$ 66,561	\$ 51,788		\$ 20,219	\$ 554,467
Receipts: Taxes	-	-	-	-	-	-	-	-	-	-	-	146,105
Licenses and permits Intergovernmental	-	-	-	-	-	-	-	-	-	-	-	5,422 118,805
Charges for services Other receipts	- 16,952	276,897	300,948	- 78,306	7,160	<u>259,166</u>	11,236	- 87,595	9,608	3,600	517,421	5,490 1,841,594
Total receipts	16,952	276,897	300,948	78,306	7,160	259,166	11,236	87,595	9,608	3,600	517,421	2,117,416
Disbursements:												
Personal services Supplies	-	56,357 -	-	-	-	48,341	-	-	-		-	230,624 16,014
Other services and charges Debt service - principal and interest	-	9,203 81,837	-	- 77,386	-	9,203 107,456	-	- 94,714	-	-	-	129,794 361,393
Utility operating expenses Other disbursements	- 6,449	150,892	323,260	, -	-	128,283	- 862	-	-	- 1,650	- 537,421	279,175 1,210,820
Total disbursements	6,449	298,289	323,260	77,386		293,283	862	94,714		1,650	537,421	2,227,820
Excess (deficiency) of receipts over disbursements	10,503	(21,392)	(22,312)	920	7,160	(34,117)	10,374	(7,119)	9,608	1,950	(20,000)	(110,404)
Cash and investments - ending	\$ 10,503	\$ 106,514	\$ 2	\$ 56,747	\$ 29,467	\$ (2,551)	\$ 35,211	\$ 59,442	\$ 61,396	\$ 14,790	\$ 219	\$ 444,063

TOWN OF CARTHAGE COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES - REGULATORY BASIS For the Year Ended December 31, 2014

	General Fund	Motor Vehicle Highway	Local Road And Street	Economic Dev Income Tax	Sanitation Fund	Local Law Enf Cont Ed	Rainy Day Fund	K-9 Fund	Levy Excess Fund	Cum Cap Imp - Cig Tax	Cemetery	Payroll Fund
Cash and investments - beginning	\$ 94,434	\$ (2,318)	\$ 9,080	\$ 51,853	\$ (10,956)	\$ (1,695)	\$ 13	\$ 1,220	\$ 471	\$ 6,324	\$ 24,668	\$ (100,771)
Receipts:												
Taxes	139,893	83,331	-	-	-	-	-	-	-	-	-	-
Licenses and permits	4,387	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental	57,046	10,737	3,015	37,689	-	-	-	-	-	-	-	-
Charges for services	-	-	-	-	34,426	-	-	-	-	-	-	-
Fines and forfeits	668	-	-	-	-	-	-	-	-	-	-	-
Other receipts	66					718				2,452	2,066	195,271
Total receipts	202,060	94,068	3,015	37,689	34,426	718				2,452	2,066	195,271
Disbursements:												
Personal services	56,896	42,197	-	-	-	_	-	-	-	-	_	_
Supplies	17,031	· -	-	-	-	_	-	-	-	-	_	_
Other services and charges	24,075	21,969	-	-	-	-	-	-	-	-	828	-
Utility operating expenses	-	-	-	-	-	-	-	-	-	-	-	-
Other disbursements	41,071	36,288		14,363	33,728							285,058
Total disbursements	139,073	100,454		14,363	33,728						828	285,058
Excess (deficiency) of receipts over disbursements	62,987	(6,386)	3,015	23,326	698	718				2,452	1,238	(89,787)
Cash and investments - ending	\$ 157,421	\$ (8,704)	\$ 12,095	\$ 75,179	\$ (10,258)	\$ (977)	\$ 13	\$ 1,220	\$ 471	\$ 8,776	\$ 25,906	\$ (190,558)

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TOWN OF CARTHAGE COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES - REGULATORY BASIS For the Year Ended December 31, 2014 (Continued)

	Sewer Replacement	Wastewater Operating	Sewer Construction	Sewer Sinking Fund	Sewer Debt Reserve	Water Operating	Water Reserve Replacement	Water Sinking	Water Debt Reserve	Water Customer Deposit	Utility Holding	Totals
Cash and investments - beginning	\$ 10,503	\$ 106,514	<u>\$</u> 2	\$ 56,747	\$ 29,467	\$ (2,551)	\$ 35,211	\$ 59,442	\$ 61,396	\$ 14,790	\$ 219	\$ 444,063
Receipts:												
Taxes	-	-	-	-	-	5,756	-	-	-	-	-	228,980
Licenses and permits	-	-	-	-	-	-	-	-	-	-	-	4,387
Intergovernmental	-	-	-	-	-	-	-	-	-	-	-	108,487
Charges for services	-	-	-	-	-	-	-	-	-	=	-	34,426
Fines and forfeits	40.040	- 000 700	-	-	- 0.400	-	40.050	- 00.040	- 0.044	- 0.000	-	668
Other receipts	18,019	298,722		112,423	6,489	366,133	10,358	98,046	9,614	8,996	532,550	1,661,923
Total receipts	18,019	298,722		112,423	6,489	371,889	10,358	98,046	9,614	8,996	532,550	2,038,871
Disbursements:												
Personal services	-	75,235	-	-	-	62,700	-	-	-	-	-	237,028
Supplies	-	-	-	-	-	-	-	-	-	-	-	17,031
Other services and charges	-	24,914	-	-	-	9,225	-	-	-	-	79	81,090
Utility operating expenses	-	153,562	-	-	-	103,487	-	-	-	-	-	257,049
Other disbursements		123,955		112,624		202,616	37,582	98,169	8,000	3,727	532,490	1,529,671
Total disbursements		377,666		112,624		378,028	37,582	98,169	8,000	3,727	532,569	2,121,869
Excess (deficiency) of receipts over disbursements	18,019	(78,944))	(201))6,489	(6,139)	(27,224)	(123)	1,614	5,269	(19)	(82,998)
Cash and investments - ending	\$ 28,522	\$ 27,570	\$ 2	\$ 56,546	\$ 35,956	\$ (8,690)	\$ 7,987	\$ 59,319	\$ 63,010	\$ 20,059	\$ 200	\$ 361,065

TOWN OF CARTHAGE SCHEDULE OF PAYABLES AND RECEIVABLES December 31, 2014

Government or Enterprise	Acco Pay	ounts able	counts ceivable
Governmental activities: Wastewater Water	\$	-	\$ -
Utility Holding			 199
Totals	\$		\$ 199

TOWN OF CARTHAGE SCHEDULE OF LEASES AND DEBT December 31, 2014

	Ending Principal	Principal and Interest Due Within One	
Туре	Purpose	Balance	Year
Wastewater:			
Revenue bonds	\$1,958,000 SEWAGE WORKS REVENUE BONDS OF 2010	\$ 1,862,000	\$ 76,834
Water:			
Revenue bonds	WATER WORK REVENUE BOND SERIES 2007A	1,497,000	86,034
Revenue bonds	WATER WORKS REVENUE BOND SERIES 2007B	151,000	8,750
Total Water		1,648,000	94,784
Totals		\$ 3,510,000	\$ 171,618

TOWN OF CARTHAGE SCHEDULE OF CAPITAL ASSETS December 31, 2014

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.

		Ending Balance
Governmental activities:		
Land	\$	51,000
Infrastructure	•	6,101,609
Buildings		126,000
Improvements other than buildings		71,485
Machinery, equipment, and vehicles		405,089
,		,
Total governmental activities		6,755,183
Wastewater:		
Land		50,000
Improvements other than buildings		930,125
Machinery, equipment, and vehicles		608,478
Total Wastewater		1,588,603
Water:		
Land		105,000
Buildings		525,000
Improvements other than buildings		1,549,050
Machinery, equipment, and vehicles		50,420
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Total Water		2,229,470
Total capital assets	\$	10,573,256

OTHER REPORTS	
In addition to this report, other reports may have been issued for the Town. on the Indiana State Board of Accounts' website: http://www.in.gov/sboa/ .	All reports can be found