# B47791

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

FINANCIAL STATEMENTS EXAMINATION REPORT

OF

DAMON RUN CONSERVANCY DISTRICT

PORTER COUNTY, INDIANA

January 1, 2010 to December 31, 2015



03/10/2017

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# SCHEDULE OF OFFICIALS

Office	Official	Term
Treasurer	Jennifer Beauchamp	01-01-10 to 12-31-16
President of the District Board	Bernard Madej John Barko	01-01-10 to 12-31-10 01-01-11 to 12-31-16

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### INDEPENDENT ACCOUNTANT'S REPORT

# TO: THE OFFICIALS OF THE DAMON RUN CONSERVANCY DISTRICT, PORTER COUNTY, INDIANA

We have examined the accompanying financial statements of the Damon Run Conservancy District (District), for the period of January 1, 2010 to December 31, 2015. The financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on the financial statements 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 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 statements 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 statements referred to above do 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 District for the period of January 1, 2010 to December 31, 2015.

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 period of January 1, 2010 to December 31, 2015, on the basis of accounting described in Note 1.

Our examination was conducted for the purpose of forming an opinion on the District's financial statements. 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 statements. They have not been subjected to the examination procedures applied to the financial statements and, accordingly, we express no opinion on them.

Paul D. Joyce

Paul D. Joyce, CPA State Examiner

October 20, 2016

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# FINANCIAL STATEMENTS AND ACCOMPANYING NOTES

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. (This page intentionally left blank.)

#### DAMON RUN CONSERVANCY DISTRICT STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -REGULATORY BASIS For the Years Ended December 31, 2010 and 2011

Fund	Cash and Investments 01-01-10		Receipts	D	isbursements	 Cash and Investments 12-31-10	 Receipts	Di	sbursements		Cash and Investments 12-31-11
Bond Reserve Debt Service Operating Fund Permits	\$ 469,85 5,12 110,19	6	1,233,266 12,818,182 14,631,842 183,932	\$	- 13,288,099 14,404,402 289,940	\$ 1,233,266 (60) 232,566 4,185	\$ 910,134 340,437 147,622	\$	- 830,506 558,448 146,500	\$	1,233,266 79,568 14,555 5,307
Totals	<u>\$                                    </u>	<u>6</u> \$	28,867,222	\$	27,982,441	\$ 1,469,957	\$ 1,398,193	\$	1,535,454	\$	1,332,696

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

#### DAMON RUN CONSERVANCY DISTRICT STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -REGULATORY BASIS For the Years Ended December 31, 2012 and 2013

Fund	Invest	h and tments )1-12	Receipts	6	Disb	oursements		Cash and nvestments 12-31-12	 Receipts	Dis	sbursements		Cash and nvestments 12-31-13
Operating Fund - Water	\$	-	\$	-	\$	-	\$	-	\$ 37,304	\$	32,009	\$	5,295
Permit Fund - Water		-		-		-		-	12,135		12,135		-
Bond Reserve	1,	233,266		-		-		1,233,266	-		-		1,233,266
Debt Service		79,568	1,249	,798		812,748		516,618	998,712		1,302,641		212,689
Operating Fund		14,555	678	,755		640,051		53,259	418,221		440,072		31,408
Permits		5,307	133	,336		68,400		70,243	 112,264		152,507	_	30,000
Totals	<u>\$</u> 1,	,332,696	\$ 2,061	,889	\$	1,521,199	\$	1,873,386	\$ 1,578,636	\$	1,939,364	\$	1,512,658

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

#### DAMON RUN CONSERVANCY DISTRICT STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -REGULATORY BASIS For the Years Ended December 31, 2014 and 2015

Fund	Cash and Investments 01-01-14		Receipts	Di	sbursements	I	Cash and Investments 12-31-14		Receipts	Dis	sbursements	l	Cash and nvestments 12-31-15
Operating Fund - Water	\$ 5.2	95 \$	505.803	\$	470.557	\$	40.541	\$	490.752	\$	241,480	\$	289,813
Permit Fund - Water	•	-	11,000	•	10,000	•	1,000	•	8,700	•	-		9,700
Bond Reserve	1,233,2	6	-		-		1,233,266		3,057		-		1,236,323
Debt Service	212,6	39	1,445,588		1,304,029		354,248		1,095,334		1,319,054		130,528
Operating Fund - Sewer	31,4	)8	628,274		695,350		(35,668)		1,871,449		1,754,418		81,363
Permit Fund - Sewer	30,0	00	93,764		44,500		79,264		74,072		74,380		78,956
Totals	<u>\$ 1,512,6</u>	<u>58</u> \$	2,684,429	\$	2,524,436	\$	1,672,651	\$	3,543,364	\$	3,389,332	\$	1,826,683

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

#### DAMON RUN CONSERVANCY DISTRICT 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 elected governing board.

The accompanying financial statements present the financial information for the District.

#### B. Basis of Accounting

The financial statements are 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 statements. The aggregate receipts include the following sources:

Taxes, which can include one or more of the following: property tax, certified shares (local option tax), property tax replacement credit (local option tax), county option income tax, wheel tax, innkeeper's 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 these types of receipts include, but are not limited to, the following: federal grants, state grants, cigarette tax distributions received from the state, motor vehicle highway distributions received from the state, local road and street distributions 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.

#### DAMON RUN CONSERVANCY DISTRICT NOTES TO FINANCIAL STATEMENTS (Continued)

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.

Other receipts, which include amounts received from various sources including, but 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 include the following uses:

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, the following: 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 District. It includes all expenditures for the reduction of the principal and interest of the District's general obligation indebtedness.

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, 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.

#### DAMON RUN CONSERVANCY DISTRICT NOTES TO FINANCIAL STATEMENTS (Continued)

### 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, the following: 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; 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 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.

### DAMON RUN CONSERVANCY DISTRICT NOTES TO FINANCIAL STATEMENTS (Continued)

### Note 6. Cash Balance Deficits

The financial statements contain some funds with deficits in cash. As of December 31, 2010, the Debt Service fund had a deficit cash balance due to services charged imposed by the bank on a closed account, which were subsequently reversed. As of December 31, 2014, the Operating Fund-Sewer fund had a deficit cash balance. Per an Indiana Utility Regulatory Commission Order (IURC) order, the District was required to record separate ledgers for water and sewer starting in 2013. This system caused the District to have negative cash balances for its Operating Fund-Sewer fund based on the District's allocation of expenses between water and sewer. The District remedied this issue in 2015, and both the water and sewer funds are now positive.

### Note 7. Combined Funds

Funds related to water and sewage were reported individually in the financial statements for the periods ending December 31, 2013, 2014, and 2015, but were combined into one fund for the prior financial statements and financial statements for periods ending December 31, 2010, 2011, and 2012.

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### **OTHER INFORMATION - UNEXAMINED**

The District's Annual Financial Report for years prior to 2011 can be found on the Indiana Transparency Portal website: <u>www.in.gov/itp/annual reports/</u>.

The District's Financial Annual Report information for years 2011 and later can be found on the Gateway website: <u>https://gateway.ifionline.org/</u>.

Differences may be noted between the financial information presented in the financial statements contained in this report and the financial information presented in the District's Annual Financial Report 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 District. It is presented as intended by the District.

	Bond Reserve	Debt Service	Operating Fund	Permits	Totals
Cash and investments - beginning	<u>\$</u> -	<u>\$ 469,857</u>	\$ 5,126	<u>\$ 110,193</u>	<u>\$ 585,176</u>
Receipts:					
Taxes	-	527,840	-	-	527,840
Charges for services	-	-	120,775	-	120,775
Other receipts	1,233,266	12,290,342	14,511,067	183,932	28,218,607
Total receipts	1,233,266	12,818,182	14,631,842	183,932	28,867,222
Disbursements:					
Supplies	-	-	122,808	-	122,808
Other services and charges	-	-	-	-	-
Debt service - principal and interest	-	12,922,992	-	-	12,922,992
Other disbursements	-	365,107	14,281,594	289,940	14,936,641
Total disbursements		13,288,099	14,404,402	289,940	27,982,441
Excess (deficiency) of receipts over					
disbursements	1,233,266	(469,917)	227,440	(106,008)	884,781
Cash and investments - ending	\$ 1,233,266	<u>\$ (60)</u>	\$ 232,566	\$ 4,185	\$ 1,469,957

	 Bond Reserve	 Debt Service		Operating Fund	Permits		 Totals
Cash and investments - beginning	\$ 1,233,266	\$ (60)	\$	232,566	\$	4,185	\$ 1,469,957
Receipts:							
Taxes	-	696,906		-		-	696,906
Charges for services	-	16,667		160,437		-	177,104
Other receipts	 -	 196,561		180,000		147,622	 524,183
Total receipts	 	 910,134		340,437		147,622	 1,398,193
Disbursements:							
Supplies	-	-		55		-	55
Other services and charges	-	-		332,069		-	332,069
Debt service - principal and interest	-	830,506		-		-	830,506
Other disbursements	 -	 -		226,324		146,500	 372,824
Total disbursements	 	 830,506		558,448		146,500	 1,535,454
Excess (deficiency) of receipts over disbursements	 	 79,628	_	(218,011)		1,122	 (137,261)
Cash and investments - ending	\$ 1,233,266	\$ 79,568	\$	14,555	\$	5,307	\$ 1,332,696

	Operating Fund	Permit Fund		_	Bond		Debt		Operating		Downite	Tabala
	Water	Water		<u> </u>	leserve		Service		Fund		Permits	 Totals
Cash and investments - beginning	<u>\$</u>	\$	_	\$	1,233,266	\$	79,568	\$	14,555	\$	5,307	\$ 1,332,696
Receipts:												
Taxes	-		_		-		802,452		-		-	802,452
Intergovernmental receipts	-		-		-		241,520		400,373		-	641,893
Charges for services	-		-		-		-		253,736		-	253,736
Other receipts			-		-		205,826		24,646		133,336	 363,808
Total receipts	-		-		-		1,249,798		678,755		133,336	 2,061,889
Disbursements:									200			200
Supplies Other services and charges	-		-		-		-		380 432,554		-	380 432,554
Debt services and charges	-		-		-		812,748		432,334		-	432,554 812,748
Other disbursements	-		-		-		012,740		207,117		68,400	275,517
Other disbursements			_		-				207,117		00,400	 275,517
Total disbursements	-		_		_		812,748		640,051		68,400	1,521,199
							012,140		040,001		00,400	 1,021,100
Excess (deficiency) of receipts over												
disbursements	-		-		-		437,050		38,704		64,936	540,690
				-			. ,				,	 .,
Cash and investments - ending	\$ -	\$	-	\$	1,233,266	\$	516,618	\$	53,259	\$	70,243	\$ 1,873,386
-			_			_		_		_		

	Operating Fund	Permit Fund					
	Water	- Water	Bond Reserve	Debt Service	Operating Fund	Permits	Totals
Cash and investments - beginning	<u>\$</u>	<u>\$ -</u>	<u>\$ 1,233,266</u>	<u>\$                                    </u>	<u>\$ 53,259</u>	<u>\$ 70,243</u>	<u>\$ 1,873,386</u>
Receipts: Taxes Intergovernmental receipts Charges for services Other receipts	33,304 4,000	- - 12,135	- - - -	797,073 201,639 	- 317,278 100,943	- - 112,264	797,073 201,639 350,582 229,342
Total receipts	37,304	12,135		998,712	418,221	112,264	1,578,636
Disbursements: Supplies Other services and charges Debt service - principal and interest Other disbursements	31,543 466	- - 12,135	- - -	1,302,641	148 436,692 	- - 152,507	148 468,235 1,302,641 168,340
Total disbursements	32,009	12,135		1,302,641	440,072	152,507	1,939,364
Excess (deficiency) of receipts over disbursements	5,295			(303,929)	(21,851)	(40,243)	(360,728)
Cash and investments - ending	\$ 5,295	\$	\$ 1,233,266	\$ 212,689	\$ 31,408	\$ 30,000	\$ 1,512,658

	Operating Fund	Permit Fund	Bond	Debt	Operating Fund	Permit Fund	
	Water	Water	Reserve	Service	Sewer	Sewer	Totals
Cash and investments - beginning	<u>\$                                    </u>	<u>\$</u> -	<u>\$ 1,233,266</u>	<u>\$212,689</u>	<u>\$ 31,408</u>	\$ 30,000	<u>\$     1,512,658</u>
Receipts: Taxes	-	-	-	852,923	-	_	852,923
Charges for services Other receipts	505,770 33	- 11,000	-	- 592,665	494,102 134,172	93,764	999,872 831,634
Total receipts	505,803	11,000		1,445,588	628,274	93,764	2,684,429
Disbursements: Other services and charges	41,464	-	-	-	524,483	-	565,947
Debt service - principal and interest Other disbursements	429,093	- 10,000	-	1,304,029	- 170,867	44,500	1,304,029 654,460
Total disbursements	470,557	10,000		1,304,029	695,350	44,500	2,524,436
Excess (deficiency) of receipts over disbursements	35,246	1,000		141,559	(67,076)	49,264	159,993
Cash and investments - ending	\$ 40,541	<u>\$ 1,000</u>	<u>\$ 1,233,266</u>	\$ 354,248	<u>\$ (35,668)</u>	\$ 79,264	<u>\$ 1,672,651</u>

	Operating Fund	Permit Fund			Operating Fund	Permit Fund	
	Water	Water	Bond Reserve	Debt Service	Sewer	Sewer	Totals
Cash and investments - beginning	\$ 40,541	<u>\$ 1,000</u>	<u>\$ 1,233,266</u>	\$ 354,248	<u>\$ (35,668</u> )	<u>\$ 79,264</u>	<u>\$ 1,672,651</u>
Receipts:							
Taxes	-	-	-	888,808	-	-	888,808
Charges for services	490,752	-	-	970	537,446	-	1,029,168
Other receipts		8,700	3,057	205,556	1,334,003	74,072	1,625,388
Total receipts	490,752	8,700	3,057	1,095,334	1,871,449	74,072	3,543,364
Disbursements:							
Supplies	-	-	-	-	5,011	-	5,011
Other services and charges	57,650	-	-	-	451,802	-	509,452
Debt service - principal and interest	-	-	-	1,307,904	-	-	1,307,904
Other disbursements	183,830			11,150	1,297,605	74,380	1,566,965
Total disbursements	241,480			1,319,054	1,754,418	74,380	3,389,332
Excess (deficiency) of receipts over							
disbursements	249,272	8,700	3,057	(223,720)	117,031	(308)	154,032
Cash and investments - ending	\$ 289,813	\$ 9,700	\$ 1,236,323	\$ 130,528	<u>\$ 81,363</u>	\$ 78,956	\$ 1,826,683

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#### DAMON RUN CONSERVANCY DISTRICT SCHEDULE OF PAYABLES AND RECEIVABLES December 31, 2015

Government or Enterprise	ccounts Payable	ccounts
Governmental activities	\$ 401,556	\$ 21,302

#### DAMON RUN CONSERVANCY DISTRICT SCHEDULE OF LEASES AND DEBT December 31, 2015

Description of Debt		Ending Principal		Principal and Interest Due Within One		
Туре	Purpose	Balance			Year	
Governmental activities: General obligation bonds General obligation bonds	Ad Valorem Special Benefits Property Tax Bonds of 2010 Series A Ad Valorem Special Benefits Property Tax Bonds of 2010 Series B	\$	10,605,000 1,765,000	\$	1,122,298 182,606	
Total governmental activities			12,370,000	_	1,304,904	
Totals		\$	12,370,000	\$	1,304,904	

#### DAMON RUN CONSERVANCY DISTRICT SCHEDULE OF CAPITAL ASSETS December 31, 2015

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: Infrastructure	<u>\$</u>	14,947,720				
Total capital assets	\$	14,947,720				

## OTHER REPORTS

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