

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

COMPLIANCE ENGAGEMENT REPORT

OF

TOWN OF KOUTS

PORTER COUNTY, INDIANA

January 1, 2019 to December 31, 2022



FILED

01/05/2024

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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	Laurie Tribble	01-01-19 to 12-31-23
President of the Town Council	Tim Jones	01-01-19 to 12-31-20
	Robert Forster	01-01-21 to 12-31-21
	Tyler Brock	01-01-22 to 12-31-23



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
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TO: THE OFFICIALS OF THE TOWN OF KOUTS, PORTER COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of the Town of Kouts (Town), for the period of January 1, 2019 to December 31, 2022. The objective of this engagement was to determine compliance with applicable Indiana laws, regulations, and uniform compliance guidelines (Guidelines) established by the Indiana State Board of Accounts pursuant to Indiana Code 5-11-1-24. The objective of this engagement is not to opine on compliance or financial activity of the Town as this engagement was not conducted in accordance with any standards established by an authoritative standard setting body and, as such, we do not provide any opinions on compliance or financial activity.

Management is responsible for preparing and maintaining its accounting records and related documents in accordance with applicable Indiana laws, regulations, and Guidelines. Management's responsibility also includes, but is not limited to, complying with other applicable Indiana laws, regulations, and Guidelines concerning how it operates: authorized sources and uses of funds; what reports are required to be prepared and filed; and what depositories and investment types are allowable.

We fulfilled our responsibility as detailed in the first paragraph, using procedures that verified the appropriate accounting for and reporting of cash, receipts, and disbursements; and the appropriate sources and uses of funds in accordance with applicable Indiana laws, regulations, and Guidelines. Expanding the scope and nature of these procedures can and does occur in specific circumstances.

Any Comments contained herein describe the identified reportable instances of noncompliance found during our engagement. Our procedures were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified. Any Official Response to the Comments incorporated within this report was not verified for accuracy.

The Schedule of Officials and Statements of Receipts, Disbursements, and Cash and Investment Balances - Regulatory Basis (Statements) are informational only. The Statements have not been subjected to any procedures designed to express an opinion or provide any assurance on them, and, accordingly, we do not express an opinion or provide any assurance on them.

This report is intended solely for the information and use of management, governance, and others within the organization. This restriction is not intended to limit the distribution of this report, which is a matter of public record. Reports can be found on the Indiana State Board of Accounts' website: <http://www.in.gov/sboa/>, and the Town's Annual Financial Reports filed by management can be found on the Indiana Gateway for Government Units financial reporting system website: <http://www.gateway.ifionline.org>.

The contents of this report were communicated to Laurie Tribble, Clerk-Treasurer, and Tammy Dubbels, Deputy Clerk-Treasurer, on December 20, 2023.



Beth Kelley, CPA, CFE
Deputy State Examiner

December 20, 2023

COMMENTS

No reportable instances of noncompliance.

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STATEMENTS OF RECEIPTS, DISBURSEMENTS, AND CASH
AND INVESTMENT BALANCES - REGULATORY BASIS

TOWN OF KOUTS
 STATEMENT OF RECEIPTS, DISBURSEMENTS,
 AND CASH AND INVESTMENT BALANCES -
 REGULATORY BASIS
 For the Years Ended December 31, 2019 and 2020

Fund	Cash and Investments			Cash and Investments			Cash and Investments
	01-01-19	Receipts	Disbursements	12-31-19	Receipts	Disbursements	
GENERAL FUND	\$ 98,607	\$ 525,346	\$ 498,649	\$ 125,304	\$ 533,741	\$ 557,631	\$ 101,414
MOTOR VEHICLE HIGHWAY	81,056	52,143	140,581	(7,382)	61,995	68,313	(13,700)
LOCAL ROAD & STREET	85,373	36,380	-	121,753	35,262	37,237	119,778
MOTOR VEHICLE HIGHWAY RESTRICTED	-	98,138	2,470	95,668	35,663	-	131,331
LOCAL LAW ENF CONT ED	27,257	17,439	27,933	16,763	19,811	16,383	20,191
RIVERBOAT	52,696	11,367	18,735	45,328	11,131	22,442	34,017
PARK & RECREATION	17,782	8,709	13,759	12,732	10,889	17,000	6,621
RAINY DAY	127,012	13,348	16,360	124,000	-	-	124,000
MAJOR MOVES	199,130	180	60,575	138,735	142	75,000	63,877
CUM CAP DEVELOPMENT	21,355	32,796	-	54,151	22,301	51,806	24,646
REDEVELOPMENT	3,134	-	-	3,134	-	-	3,134
CUM CAP IMPR (TAX LEVY)	8,844	4,293	6,496	6,641	4,074	6,120	4,595
CUMULATIVE FIRE	18,423	2,593	20,432	584	28,950	19,987	9,547
COUNTY ECONOMIC DEV INCOME TAX (LIT)	240,710	159,277	171,836	228,151	174,129	275,021	127,259
PARK DONATION	993	100	-	1,093	6,000	4,723	2,370
TOWN DONATION	158	-	158	-	-	-	-
POLICE DONATION	7,255	1,410	-	8,665	1,625	127	10,163
POLICE DONATION-CHARITY	114	3,581	2,817	878	1,710	1,544	1,044
COMMUNITY CROSSING GRANT FUND	-	184,449	184,449	-	229,670	229,670	-
OPERATION PULLOVER GRANT FUND	280	-	-	280	-	-	280
STORM WATER	689,827	113,536	133,012	670,351	121,147	45,497	746,001
CENTENNIAL FUND-1ST SOURCE	961	1	-	962	2	1	963
PAYROLL-GARNISHMENT	-	58	58	-	-	-	-
PAYROLL-MISC INSURANCE	164	5,001	5,165	-	8,712	8,712	-
PAYROLL FEDERAL WITHHOLDING	-	29,772	29,772	-	31,723	31,723	-
PAYROLL-STATE TAX	452	11,358	11,389	421	12,347	12,306	462

TOWN OF KOUTS
 STATEMENT OF RECEIPTS, DISBURSEMENTS,
 AND CASH AND INVESTMENT BALANCES -
 REGULATORY BASIS
 For the Years Ended December 31, 2019 and 2020

Fund	Cash and Investments 01-01-19	Receipts	Disbursements	Cash and Investments 12-31-19	Receipts	Disbursements	Cash and Investments 12-31-20
PAYROLL-PENSION FUND	-	3,600	3,600	-	5,805	5,805	-
PAYROLL-VERIZON REIMB	51	506	557	-	704	704	-
PAYROLL-AFLAC-PRE-TAX	45	1,072	1,072	45	1,072	1,072	45
PAYROLL-AFLAC-POST-TAX	3	81	81	3	81	81	3
PAYROLL-POLICE DONATION-CHARITY	-	625	590	35	975	1,010	-
PAYROLL FICA W/H	-	44,508	44,508	-	48,491	48,491	-
PAYROLL MEDICARE W/H	-	10,408	10,408	-	11,341	11,341	-
PAYROLL CREDIT TAX W/H	85	1,991	1,994	82	3,266	3,218	130
PAYROLL DIRECT DEPOSIT	-	278,484	278,484	-	297,527	297,527	-
PETTY CASH	100	52	52	100	58	73	85
SEWAGE UTILITY OPERATING	289,127	814,906	535,437	568,596	1,066,625	621,866	1,013,355
SEWAGE UTL DEPRECIATION	22,510	-	-	22,510	-	-	22,510
SEWAGE UTL BOND & INT	13,709	-	-	13,709	-	-	13,709
SEWER-UPGRADES	180,446	60,000	9,426	231,020	60,000	175,597	115,423
WATER UTILITY OPERATING	160,571	1,588,332	1,523,794	225,109	1,818,490	1,712,980	330,619
WATER CONSUMER DEPOSITS-1ST SOURCE	75,117	5,109	4,452	75,774	8,506	6,228	78,052
WATER UTL BOND & INTEREST	35,433	24,000	22,811	36,622	24,000	22,505	38,117
WATER UTL DEBT RESERVE	25,175	-	-	25,175	-	-	25,175
TOWER PAINTING FUND	106,850	9,000	-	115,850	9,000	-	124,850
WATER MTBE SETTLEMENT	43,475	-	-	43,475	-	-	43,475
LEAF PICK-UP	10,364	36,777	40,000	7,141	46,168	50,000	3,309
PARK DEPOSIT	830	600	750	680	400	250	830
TRASH & GARBAGE PICKUP	40,399	167,258	166,474	41,183	191,491	172,432	60,242
Totals	<u>\$ 2,685,873</u>	<u>\$ 4,358,584</u>	<u>\$ 3,989,136</u>	<u>\$ 3,055,321</u>	<u>\$ 4,945,024</u>	<u>\$ 4,612,423</u>	<u>\$ 3,387,922</u>

TOWN OF KOUTS
 STATEMENT OF RECEIPTS, DISBURSEMENTS,
 AND CASH AND INVESTMENT BALANCES -
 REGULATORY BASIS
 For the Years Ended December 31, 2021 and 2022

Fund	Cash and Investments 01-01-21	Receipts	Disbursements	Cash and Investments 12-31-21	Receipts	Disbursements	Cash and Investments 12-31-22
GENERAL FUND	\$ 101,414	\$ 538,323	\$ 571,185	\$ 68,552	\$ 649,510	\$ 652,994	\$ 65,068
MOTOR VEHICLE HIGHWAY	(13,700)	73,646	52,477	7,469	70,545	80,790	(2,776)
LOCAL ROAD & STREET	119,778	38,290	37,319	120,749	40,101	35,208	125,642
MOTOR VEHICLE HIGHWAY RESTRICTED	131,331	39,414	18,000	152,745	41,746	-	194,491
LOCAL LAW ENF CONT ED	20,191	23,527	26,137	17,581	27,890	35,940	9,531
RIVERBOAT	34,017	11,118	11,827	33,308	11,417	5,166	39,559
PARK & RECREATION	6,621	17,010	13,645	9,986	14,216	13,948	10,254
RAINY DAY	124,000	-	-	124,000	-	-	124,000
OPIOID SETTLEMENT RESTRICTED	-	-	-	-	14,413	-	14,413
OPIOID SETTLEMENT UNRESTRICTED	-	-	-	-	6,177	-	6,177
MAJOR MOVES	63,877	118	33,464	30,531	-	-	30,531
CUM CAP DEVELOPMENT	24,646	36,907	26,423	35,130	38,101	34,517	38,714
REDEVELOPMENT	3,134	-	-	3,134	-	-	3,134
FIRE PREVENTION FUND	-	50	-	50	300	-	350
CUM CAP IMPR (TAX LEVY)	4,595	3,861	5,521	2,935	3,681	5,090	1,526
CUMULATIVE FIRE	9,547	22,904	21,399	11,052	23,645	-	34,697
COUNTY ECONOMIC DEV INCOME TAX (LIT)	127,259	185,123	116,573	195,809	174,314	228,943	141,180
CARES ACT-IFA COVID-19 REIMB	-	6,816	6,816	-	-	-	-
ARP CORONAVIRUS LOCAL FISCAL RECOVERY FUND	-	221,031	-	221,031	-	-	221,031
PARK DONATION	2,370	1,118	-	3,488	43,265	42,558	4,195
POLICE DONATION	10,163	1,765	7,688	4,240	2,615	2,819	4,036
POLICE DONATION-CHARITY	1,044	1,875	-	2,919	7,210	10,000	129
ARP CORONAVIRUS LOCAL FISCAL RECOVERY FUND	-	-	-	-	222,705	-	222,705
COMMUNITY CROSSING GRANT FUND	-	178,075	167,319	10,756	-	10,756	-
OPERATION PULLOVER GRANT FUND	280	-	-	280	-	-	280
STORM WATER	746,001	112,188	134,452	723,737	113,160	118,667	718,230
CENTENNIAL FUND-1ST SOURCE	963	1	-	964	2	-	966
PAYROLL-MISC INSURANCE	-	5,748	5,545	203	5,929	5,781	351

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Fund	Cash and Investments			Cash and Investments			Cash and Investments
	01-01-21	Receipts	Disbursements	12-31-21	Receipts	Disbursements	
PAYROLL FEDERAL WITHHOLDING	-	33,562	33,562	-	32,660	32,660	-
PAYROLL-STATE TAX	462	12,975	12,958	479	13,152	13,102	529
PAYROLL-PENSION FUND	-	4,832	4,832	-	5,166	5,166	-
PAYROLL-VERIZON REIMB	-	383	383	-	585	585	-
PAYROLL-AFLAC-PRE-TAX	45	1,072	1,072	45	1,072	1,072	45
PAYROLL-AFLAC-POST-TAX	3	81	81	3	81	81	3
PAYROLL-POLICE DONATION-CHARITY	-	950	915	35	915	920	30
PAYROLL FICA W/H	-	52,257	52,257	-	53,412	53,412	-
PAYROLL MEDICARE W/H	-	12,222	12,222	-	12,492	12,492	-
PAYROLL CREDIT TAX W/H	130	3,195	3,206	119	3,157	3,145	131
PAYROLL DIRECT DEPOSIT	-	327,462	327,462	-	336,155	336,155	-
PETTY CASH	85	79	64	100	12	12	100
SEWAGE UTILITY OPERATING	1,013,355	874,403	1,515,522	372,236	1,195,516	727,361	840,391
SEWAGE UTL DEPRECIATION	22,510	-	-	22,510	-	-	22,510
SEWAGE UTL BOND & INT	13,709	-	-	13,709	-	-	13,709
SEWER-UPGRADES	115,423	60,000	29,312	146,111	60,000	42,299	163,812
WATER UTILITY OPERATING	330,619	1,919,398	1,601,759	648,258	1,851,610	1,886,140	613,728
WATER CONSUMER DEPOSITS-1ST SOURCE	78,052	102,969	8,106	172,915	8,164	99,983	81,096
WATER UTL BOND & INTEREST	38,117	24,000	22,770	39,347	24,000	-	63,347
WATER UTL DEBT RESERVE	25,175	-	-	25,175	-	-	25,175
TOWER PAINTING FUND	124,850	9,000	-	133,850	9,000	-	142,850
WATER MTBE SETTLEMENT	43,475	-	-	43,475	-	-	43,475
LEAF PICK-UP	3,309	48,909	50,000	2,218	50,623	50,000	2,841
PARK DEPOSIT	830	700	850	680	750	700	730
TRASH & GARBAGE PICKUP	60,242	190,990	180,027	71,205	201,042	187,874	84,373
Totals	<u>\$ 3,387,922</u>	<u>\$ 5,198,347</u>	<u>\$ 5,113,150</u>	<u>\$ 3,473,119</u>	<u>\$ 5,370,506</u>	<u>\$ 4,736,336</u>	<u>\$ 4,107,289</u>