

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

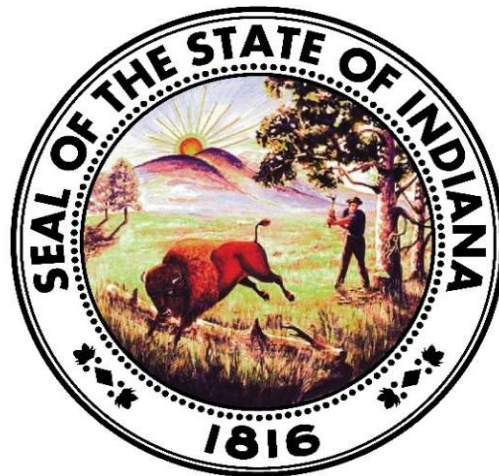
COMPLIANCE ENGAGEMENT REPORT

OF

TOWN OF CLARKS HILL

TIPPECANOE COUNTY, INDIANA

January 1, 2019 to December 31, 2023



**FILED**

08/16/2024



TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Schedule of Officials .....	2
Compliance Report .....	3-4
Comments .....	5-14
Statements of Receipts, Disbursements, and Cash and Investment Balances - Regulatory Basis.....	17-19

SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
President of the Town Council	Robert Davis	01-01-19 to 12-31-19
	John Barton III	01-01-20 to 09-13-21
	Robert Davis	09-14-21 to 12-31-22
	Carla Stearns	01-01-23 to 12-31-24
Clerk-Treasurer	Diana Luper	01-01-19 to 12-31-24



**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)

TO: THE OFFICIALS OF THE TOWN OF CLARKS HILL, TIPPECANOE 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 Clarks Hill (Town), for the period of January 1, 2019 to December 31, 2023. 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.

The Comments contained herein, if any, 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 Diana Luper, Clerk-Treasurer; Carla Stearns, President of the Town Council; and Marlin Warf, Town Council member, on August 7, 2024.



Beth Kelley, CPA, CFE  
Deputy State Examiner

May 29, 2024

TOWN OF CLARKS HILL  
COMMENTS

**INTERNAL CONTROLS**

*Condition and Context*

Deficiencies in the internal control system of the Town resulted in noncompliance with laws, regulations, and Guidelines over the areas listed below and detailed in the comments below:

- Fund Sources and Uses
- Overdrawn Cash Balances
- Bank Account Reconciliations
- Capital Assets
- Motor Vehicle Highway (MVH) - Restricted Fund
- Training and Certification on Internal Control Standards
- Annual Financial Report - Other Information
- Transfer Resolutions
- Mileage Claims
- Sanitation Rate Ordinance
- Errors on Claims
- Receipt Issuance
- Compensation and Benefits
- Record of Hours Worked
- Supporting Documentation

*Criteria*

The Indiana State Board of Accounts (SBOA) is required under Indiana Code 5-11-1-27(e) to define the acceptable minimum level of internal control standards. To provide clarifying guidance, the State Examiner compiled the standards contained in the manual, *Uniform Internal Control Standards for Indiana Political Subdivisions*. All political subdivisions subject to audit by SBOA are expected to adhere to these standards. The standards include adequate control activities. According to this manual:

"Control activities are the actions and tools established through policies and procedures that help to detect, prevent, or reduce the identified risks that interfere with the achievement of objectives. Detection activities are designed to identify unfavorable events in a timely manner whereas prevention activities are designed to deter the occurrence of an unfavorable event. Examples of these activities include reconciliations, authorizations, approval processes, performance reviews, and verification processes.

TOWN OF CLARKS HILL  
COMMENTS  
(Continued)

An integral part of the control activity component is segregation of duties. . . .

There is an expectation of segregation of duties. If compensating controls are necessary, documentation should exist to identify both the areas where segregation of duties are not feasible or practical and the compensating controls implemented to mitigate the risk. . . ."

**FUND SOURCES AND USES**

*Condition and Context*

The Town posted several receipts from state and local sources into the incorrect funds. The following errors were noted during our engagement:

Year	Incorrect Fund Name	Correct Fund Name	Amount
2019	EDIT	GENERAL FUND	\$ 1,728
2020	CCD	GENERAL FUND	4,629
2020	GENERAL FUND	CCD	86
2020	GENERAL FUND	CCD	404
2020	GENERAL FUND	LOCAL ROAD & STREET	1,014
2021	CUMULATIVE CAPITAL DEVELOPMENT	GENERAL	165
2021	CUMULATIVE CAPITAL DEVELOPMENT	GENERAL	33,738
2021	COUNTY ECONOMIC DEVELOPMENT INCOME TAX (CEDIT)	LIT PUBLIC SAFETY	1,358
2021	CUMULATIVE CAPITAL IMPROVEMENT - CIGARETTE TAX	GENERAL	174
2021	GENERAL FUND	CUMULATIVE CAPITAL IMPROVEMENT - CIGARETTE TAX	638
2022	CUMULATIVE CAPITAL DEVELOPMENT	GENERAL	5,993
2022	CUMULATIVE CAPITAL DEVELOPMENT	GENERAL	54,994
2022	GENERAL	CUMULATIVE CAPITAL DEVELOPMENT	403
2022	COUNTY ECONOMIC DEVELOPMENT INCOME TAX (CEDIT)	LIT PUBLIC SAFETY	657
2022	CUMULATIVE CAPITAL IMPROVEMENT - CIGARETTE TAX	GENERAL	152
2022	GENERAL	CUMULATIVE CAPITAL IMPROVEMENT - CIGARETTE TAX	531
2023	GENERAL	CUMULATIVE CAPITAL DEVELOPMENT	82
2023	GENERAL	CUMULATIVE CAPITAL DEVELOPMENT	82
2023	GENERAL	CUMULATIVE CAPITAL DEVELOPMENT	748
2023	GENERAL	CUMULATIVE CAPITAL DEVELOPMENT	447
2023	COUNTY ECONOMIC DEVELOPMENT INCOME TAX (CEDIT)	LIT PUBLIC SAFETY	2,915
2023	GENERAL	CUMULATIVE CAPITAL DEVELOPMENT	1,089
2023	CUMULATIVE CAPITAL DEVELOPMENT	GENERAL	149
2023	GENERAL	LOCAL ROAD AND STREET	1,027
2023	OPIOID RESTRICTED	OPIOID UNRESTRICTED	342

These errors were not corrected by the Town as of December 31, 2023.

*Criteria*

Sources and uses of funds must be limited to those authorized by the enabling law, ordinance/ resolution, or grant agreement. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

**OVERDRAWN CASH BALANCES**

The same comment also appeared in prior Reports B46236 and B54213.

*Condition and Context*

The financial statement included the following nongrant funds with overdrawn cash balances on December 31, 2019; December 31, 2020; December 31, 2021; and December 31, 2023.

TOWN OF CLARKS HILL  
COMMENTS  
(Continued)

Fund	December 31, 2019, Amount Overdrawn	December 31, 2020, Amount Overdrawn	December 31, 2021, Amount Overdrawn	December 31, 2023, Amount Overdrawn
PAYROLL	\$ 996	\$ -	\$ -	\$ -
WATER UTILITY OPERATING	34,075	29,428	-	-
SEWAGE UTILITY OPERATING	-	32,097	13,339	-
SEWAGE UTILITY DEPRECIATION	-	-	-	7,486

*Criteria*

The cash balance of any fund may not be reduced below zero. Routinely overdrawn funds could be an indicator of serious financial problems which should be investigated by the unit. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

**BANK ACCOUNT RECONCILIATIONS**

*Condition and Context*

The Town did not reconcile all of its bank accounts timely. Two of the five bank reconciliations tested were reconciled more than one month after the end of the month being reconciled. One was reconciled more than nine months after the applicable month end.

*Criteria*

Indiana Code 5-13-6-1(e) states: "All local investment officers shall reconcile at least monthly the balance of public funds, as disclosed by the records of the local officers, with the balance statements provided by the respective depositories."

**CAPITAL ASSETS**

*Condition and Context*

The Town had not maintained a complete detailed capital asset listing based on an actual cost basis or a historical cost basis. The Town provided 2022 and 2023 capital asset listings; however, most assets did not have a date of purchase and several items either did not list the acquisition cost or the acquisition cost listed was an approximation based on the Town's assessment of the original cost. Additionally, items below the capitalization threshold were included.

*Criteria*

Every unit must have a capital assets policy that details the threshold at which an item is considered a capital asset. Every unit must have a complete detailed listing of all capital assets owned which reflects their acquisition value. Capital Asset Ledger (Form 369) has been prescribed for this purpose. A complete physical inventory must be taken at least every two years, unless more stringent requirements exist, to verify account balances carried in the accounting records. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

TOWN OF CLARKS HILL  
COMMENTS  
(Continued)

**MOTOR VEHICLE HIGHWAY (MVH) - RESTRICTED FUND**

*Condition and Context*

In 2019, 50 percent of the January and February MVH distributions from the Auditor of State were not posted to the MVH Restricted fund, resulting in an understatement of \$2,164 in receipts for the fund.

During the engagement period, four expenditures were made with MVH Restricted funds. Two of the four expenditures, totaling \$50, were for items not related to construction, reconstruction, and preservation of the Town's highways.

*Criteria*

Indiana Code 8-14-1-5(c) states: "Except as provided in subsection (d), for funds distributed to a city or town from the motor vehicle highway account, the city or town shall use at least fifty percent (50%) of the money for the construction, reconstruction, and preservation of the city's or town's highways."

**TRAINING AND CERTIFICATION ON INTERNAL CONTROL STANDARDS**

*Condition and Context*

The Town adopted the acceptable minimum level of internal control standards as required by Indiana Code 5-11-1-27(g) but did not provide training to all employees who should have received training. The Town was only able to provide documentation for one employee certifying that training over internal controls was completed.

The Town certified on the Indiana Gateway for Government Units financial reporting system that the Town trained on internal control standards in 2019, 2020, 2021, 2022, and 2023. However, not all employees who should have received the training actually received the training, so the certification was incorrect.

*Criteria*

Indiana Code 5-11-1-27(g) states in part:

"After June 30, 2016, the legislative body of a political subdivision shall ensure that: . . .

- (2) personnel receive training concerning the internal control standards and procedures adopted by the political subdivision."

Indiana Code 5-11-1-4(a) states:

"The state examiner shall require from every audited entity financial reports covering the full period of each fiscal year. These reports shall be prepared, verified, and filed with the state examiner as set forth in the uniform compliance guidelines. The reports must be in the form and content prescribed by the state examiner and filed electronically in the manner prescribed under [IC 5-14-3.8-7](#)."

The Annual Financial Report (AFR) required under IC 5-11-1-4(a) shall be filed with the state examiner not later than sixty (60) days after the close of each fiscal year. (Accounting and Uniform Guidelines Compliance Manual for Cities and Towns, Chapter 1)

TOWN OF CLARKS HILL  
COMMENTS  
(Continued)

**ANNUAL FINANCIAL REPORT - OTHER INFORMATION**

*Condition and Context*

The Town did not have adequate internal controls in place to ensure information entered into the Indiana Gateway for Government Units (Gateway) financial reporting system was accurate. Financial and other information was required to be entered annually into the Annual Financial Report via Gateway. This is the basis for the financial statement.

Accounts payable and accounts receivable information entered into Gateway for 2021, 2022, and 2023 were not determined using the correct methodology. Accounts payable and accounts receivable amounts reported in Gateway at December 31, 2023, were \$771,314 and \$1,140,218, respectively.

Leases and debt information entered into Gateway for 2023 omitted a NRWA Loan for the Water Utility with an ending principal balance of \$198,569 at December 31, 2023.

Supporting documentation for the capital asset information entered into Gateway for 2019, 2020, and 2021 was not available. Supporting documentation for the capital asset information entered into Gateway for 2022 and 2023 was obtained, but the information reported in Gateway was not accurate. Capital assets reported in Gateway at December 31, 2023, totaled \$1,746,095.

*Criteria*

Indiana Code 5-11-1-4(a) states:

"The state examiner shall require from every audited entity financial reports covering the full period of each fiscal year. These reports shall be prepared, verified, and filed with the state examiner as set forth in the uniform compliance guidelines. The reports must be in the form and content prescribed by the state examiner and filed electronically in the manner prescribed under [IC 5-14-3.8-7](#)."

The Annual Financial Report (AFR) required under IC 5-11-1-4(a) shall be filed with the state examiner not later than sixty (60) days after the close of each fiscal year. (Accounting and Uniform Guidelines Compliance Manual for Cities and Towns, Chapter 1)

**TRANSFER RESOLUTIONS**

*Condition and Context*

In 2019, the Town transferred money from the Special LOIT fund to the Local Road & Street fund and from the General Fund to the Water Utility Operating fund without having authorization by law, ordinance, or grant agreement. There were also two transfers, in excess of the 12 monthly transfers approved by the Town Council, from the Sewage Utility Operating fund to the Sewage Utl Depreciation fund.

In 2020, the Town transferred money from the Sewage Utility Operating fund to the General Fund without transfer resolutions approved by the Town Council.

In 2021, the Town transferred money from the Sewage Utility Operating fund to the Water Utility Operating fund without a transfer resolution approved by the Town Council.

TOWN OF CLARKS HILL  
COMMENTS  
(Continued)

*Criteria*

Sources and uses of funds must be limited to those authorized by the enabling law, ordinance/ resolution, or grant agreement. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

**MILEAGE CLAIMS**

*Condition and Context*

The Town did not have a mileage ordinance covering 2019, 2020, and 2021. An ordinance was passed by the Town Council on February 7, 2022, which stated the mileage rate during the period of January 1, 2022 through December 31, 2022. This ordinance did not extend to later periods. From January 1, 2023 forward, there is no approved mileage rate.

During the engagement period, monthly mileage claims for making deposits for the Town and the Utilities accounts were paid out of the Water Utility Operating fund, Sewage Utility Operating fund, Sewage Utility Depreciation fund, and the Sanitation fund. The entire month's claim was paid from one of these funds each month. Since deposits were for the Town and the Utilities, these claims should be split between the General fund, Water Utility Operating fund, Sewage Utility Operating fund, and the Sanitation fund. Mileage claims should not be paid out the Sewage Depreciation fund, which occurred once in 2022 and twice in 2023.

*Criteria*

Each unit is responsible for complying with the ordinances, resolutions, and policies it adopts. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

Each unit must adopt a written travel policy in conformity with applicable laws. Reimbursement for lodging and meals must be based upon actual receipts for amounts paid unless otherwise authorized by law. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

A local unit may reimburse such persons for actual miles traveled in their own motor vehicles on official business of the local unit at a reasonable rate per mile as fixed by an ordinance or resolution of the unit's legislative body. The mileage rate should be fixed by the board or commission having authority to approve claims for travel expenses. No particular mileage rate has been set by the State of Indiana for local units of government and, consequently, the mileage rate lies within the discretion of legislative body, board or commission, unless otherwise provided by statute. The body setting the mileage rate should also determine whether parking fees and toll charges are included in the rate or, on the other hand, whether such expenses are to be reimbursed separately based on the submission of receipts.

Reimbursed mileage should not include travel to and from the officer's or employee's home and regular place of employment. If more than one person rides in the same vehicle, only one mileage - reimbursement is allowable. General Form 101 (or an approved substitute) should be used for claiming mileage. The odometer reading columns on this form are to be used only when the distance between points cannot be determined by fixed mileage or official highway maps.

(Cities and Towns Bulletin, March 2019)

TOWN OF CLARKS HILL  
COMMENTS  
(Continued)

**SANITATION RATE ORDINANCE**

*Condition and Context*

During 2019, the Town receipted \$26,355 into the Trash fund for trash collections fees, but did not have an ordinance, approved by the Town Council, setting the monthly rate for trash collections.

*Criteria*

Each unit is responsible for complying with the ordinances, resolutions, and policies it adopts. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

**ERRORS ON CLAIMS**

*Condition and Context*

The following errors were observed during our review of the Town's claims:

- The Town Council did not approve payroll claims on dockets during 2019, 2020, 2021, 2022, and 2023.
- Of the 45 checks sampled, 39 were disbursed prior to being approved by the Town Council. The Town does not have an approved ordinance to allow for the disbursement of checks prior to approval of the Town Council.
- Of the 45 checks sampled, 4 did not have the appropriate supporting documentation, such as itemized invoices, available for review.
- There were 3 checks in the sample that were not accurately split between the Town and the Water and Wastewater Utilities. When a disbursement is jointly incurred by the Town and the Water and Wastewater Utilities, the cost should be split between them.

*Criteria*

Indiana Code 5-11-10-1.6 states in part:

". . . (b) As used in this section, 'claim' means a bill or an invoice submitted to a governmental entity for goods or services.

(c) The fiscal officer of a governmental entity may not draw a warrant or check for payment of a claim unless:

- (1) there is a fully itemized invoice or bill for the claim;
- (2) the invoice or bill is approved by the officer or person receiving the goods and services;
- (3) the invoice or bill is filed with the governmental entity's fiscal officer;
- (4) the fiscal officer audits and certifies before payment that the invoice or bill is true and correct; and

TOWN OF CLARKS HILL  
COMMENTS  
(Continued)

(5) payment of the claim is allowed by the governmental entity's legislative body or the board or official having jurisdiction over allowance of payment of the claim. . . ."

Indiana Code 36-5-4-12 states in part:

". . . (b) Notwithstanding [IC 5-11-10](#), with the prior written approval of the board having jurisdiction over allowance of the claim, a town fiscal officer may make claim payments in advance of a board allowance for the following types of expenses if the town legislative body has adopted an ordinance under subsection (a):

- (1) Property or services purchased or leased from:
  - (A) the United States government; or
  - (B) an agency or a political subdivision of the United States government.
- (2) License fees or permit fees.
- (3) Insurance premiums.
- (4) Utility payments or utility connection charges.
- (5) Federal grant programs if:
  - (A) advance funding is not prohibited; and
  - (B) the contracting party provides sufficient security for the amount advanced.
- (6) Grants of state funds authorized by statute.
- (7) Maintenance agreements or service agreements.
- (8) Lease agreements or rental agreements.
- (9) Principal and interest payments on bonds.
- (10) Payroll.
- (11) State, federal, or county taxes.
- (12) Expenses that must be paid because of emergency circumstances.
- (13) Expenses described in an ordinance.

(c) Each payment of expenses under this section must be supported by a fully itemized invoice or bill and certification by the fiscal officer.

(d) The town legislative body or the board having jurisdiction over the allowance of the claim shall review and allow the claim at the body's or board's next regular or special meeting following the preapproved payment of the expense."

TOWN OF CLARKS HILL  
COMMENTS  
(Continued)

**RECEIPT ISSUANCE**

*Condition and Context*

Four Town receipts sampled were remitted to the Town by the Town Marshall. However, the Town Marshall did not record the receipt of these monies in his receipt book and did not issue a receipt upon collection of those funds, nor submit those funds to the Clerk-Treasurer with supporting documentation such as a Report of Collections General Form 362. Remittance of those receipts to the Clerk-Treasurer for recording in the Town's accounting records should be accompanied by supporting documentation.

An additional receipt out of the twenty-five Town receipts sampled did not have source documentation available for review. When revenue is received, a receipt should be issued from the Town's receipt books and supporting documentation for the receipt should be retained.

*Criteria*

Receipts shall be issued and recorded at the time of the transaction. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

Report of Collections (General Form No. 362)

This form is intended to serve the needs of any department, officer or agency which is required to make a report and payment of collections to an officer or governmental unit, except those departments, agencies and officers for which a form has been specifically prescribed or approved. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 6)

**COMPENSATION AND BENEFITS**

*Condition and Context*

During the engagement period, the Town paid two employees in positions not included on a salary ordinance approved by the Town Council or approved by the Town Council in the Town Council minutes.

One employee was underpaid \$481 during 2022. The employee's rate of pay was entered into the payroll system as \$15 per hour instead of \$15.75 per hour, as listed in the approved salary ordinance.

*Criteria*

All compensation and benefits paid to officials and employees must be included in the labor contract, salary ordinance, resolution, or salary schedule adopted by the governing body unless otherwise authorized by law. Compensation must be paid in a manner that will facilitate compliance with state and federal reporting requirements. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

**RECORD OF HOURS WORKED**

*Condition and Context*

Of the 25 payroll checks tested, 13 were paid to non-elected officials. There were 12 out of 13 payroll checks to nonelected officials that did not have documentation supporting the hours worked.

TOWN OF CLARKS HILL  
COMMENTS  
(Continued)

*Criteria*

The federal Fair Labor Standards Act (FLSA) requires that records of wages paid, daily and weekly hours of work, and the time of day and day of week on which the employee's work week begins be kept for all employees. These requirements can be met by use of the following prescribed general forms:

- General Form 99A, Employee's Service Record
- General Form 99B, Employee's Earnings Record
- General Form 99C, Employee's Weekly Earnings Record

General Form 99C is required only for employees who are not exempt from FLSA, are not on a fixed work schedule, and are not paid weekly.

Additional information regarding FLSA rules and regulations may be obtained from the Department of Labor.

Units are required to comply with all grant agreements, rules, regulations, bulletins, directives, letters, letter rulings, court decisions, and filing requirements concerning reports and other procedural matters of federal and state agencies. Units must file accurate reports required by federal and state agencies. Noncompliance may require corrective action.

Officials and employees are required to use prescribed and approved forms in the manner prescribed.

(Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

**SUPPORTING DOCUMENTATION**

A similar comment appeared in prior Report B54213.

*Condition and Context*

Documentation to support the calculation of the utility receipts tax and sales tax paid by the Town during the engagement period was not provided for review. The total annual sales on the Town's sales journals did not agree to the total sales for each year of the engagement noted on the utility receipt tax forms URT-1 or the sales tax forms, which are reported to the Indiana Department of Revenue.

*Criteria*

Supporting documentation such as receipts, canceled checks, tickets, invoices, bills, contracts, and other public records must be available for examination to provide supporting information for the validity and accountability of monies disbursed. Payments without supporting documentation may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

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

(This page intentionally left blank.)

TOWN OF CLARKS HILL  
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	\$ 65,743	\$ 135,983	\$ 124,957	\$ 76,769	\$ 130,136	\$ 117,939	\$ 88,966
MVH	44,306	25,311	29,668	39,949	22,096	24,635	37,410
LOCAL ROAD & STREET	29,888	21,092	28,879	22,101	9,727	2,822	29,006
TRASH	16,709	26,000	25,735	16,974	26,355	27,978	15,351
PARK & RECREATION	473	2,000	1,293	1,180	-	-	1,180
RAINY DAY	3,342	-	1,500	1,842	-	-	1,842
CCI	1,021	1,396	50	2,367	1,325	1,541	2,151
CCD	6,718	1,293	1,500	6,511	7,322	3,417	10,416
POLICE	5,345	17,822	8,228	14,939	1,670	2,577	14,032
EDIT	25,337	20,148	20,854	24,631	19,327	909	43,049
PUBLIC SAFETY LIT	-	-	-	-	7,818	250	7,568
COMMUNITY BUILDING RENTAL	1,267	1,350	1,612	1,005	1,466	1,558	913
DEMOLITION (RUBY PARKS) FUND	30,000	-	20,825	9,175	-	9,175	-
MVH - 50% RESTRICTED FUND	-	10,985	-	10,985	11,597	-	22,582
RUBY PARKS FUND	10,580	34,400	9,519	35,461	45,750	34,285	46,926
COMMUNITY CROSSINGS GRANT	2,000	104,025	106,025	-	231,375	231,375	-
SPECIAL LOIT	10,027	-	10,027	-	-	-	-
SHOP WITH COP	2,490	4,200	3,748	2,942	4,521	4,839	2,624
DUE TO UTILITIES	3,314	-	-	3,314	-	-	3,314
PAYROLL	(1,077)	170,399	170,318	(996)	166,805	165,290	519
WATER UTILITY OPERATING	(38,077)	77,280	73,278	(34,075)	94,095	89,448	(29,428)
WATER UTL METER DEPOSIT	23,775	2,300	285	25,790	2,350	13,819	14,321
SEWAGE UTILITY OPERATING	673	111,347	99,540	12,480	118,603	163,180	(32,097)
SEWAGE UTL BOND & INT	(13,617)	13,617	-	-	-	-	-
SEWAGE UTL DEPRECIATION	5,012	3,990	-	9,002	3,420	-	12,422
Totals	\$ 235,249	\$ 784,938	\$ 737,841	\$ 282,346	\$ 905,758	\$ 895,037	\$ 293,067

TOWN OF CLARKS HILL  
 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	\$ 88,965	\$ 121,355	\$ 140,669	\$ 69,651	\$ 492,631	\$ 542,489	\$ 19,793
MOTOR VEHICLE HIGHWAY	37,410	23,451	28,017	32,844	22,913	31,221	24,536
LOCAL ROAD AND STREET	29,005	11,767	5,592	35,180	11,700	17,500	29,380
SANITATION	15,352	27,854	27,796	15,410	28,234	30,783	12,861
PARK AND RECREATION - OPERATING	1,180	-	1,180	-	131	131	-
RAINY DAY	1,842	-	-	1,842	1,374	1,960	1,256
OPIOID RESTRICTED	-	-	-	-	1,526	-	1,526
OPIOID UNRESTRICTED	-	-	-	-	654	-	654
CUMULATIVE CAPITAL IMPROVEMENT - CIGARETTE TAX	2,151	792	190	2,753	710	1,075	2,388
CUMULATIVE CAPITAL DEVELOPMENT	10,416	35,086	576	44,926	62,926	16,796	91,056
POLICE	14,032	480	13,741	771	4,395	1,030	4,136
COUNTY ECONOMIC DEVELOPMENT INCOME TAX (CEDIT)	43,049	19,970	7,552	55,467	18,551	41,439	32,579
LIT PUBLIC SAFETY	7,568	6,792	2,515	11,845	7,456	10,577	8,724
COMMUNITY BUILDING RENTAL	913	1,650	1,553	1,010	2,841	3,613	238
COVID - CARES ACT	-	23,262	23,262	-	-	-	-
ARPA COVID RESCUE PLAN	-	67,844	62,757	5,087	67,844	4,229	68,702
MVH RESTRICTED	22,582	12,817	-	35,399	12,771	6,500	41,670
RUBY PARKS FUND	46,925	38,276	46,925	38,276	25,000	38,276	25,000
COMMUNITY CROSSINGS GRANT	-	145,902	145,902	-	140,876	140,876	-
SHOP WITH COP	2,623	4,620	3,215	4,028	2,410	3,869	2,569
USDA GRANT CFDA	-	18,000	18,000	-	-	-	-
DUE TO UTILITIES	3,314	-	-	3,314	-	-	3,314
PAYROLL	520	171,567	171,809	278	159,418	158,771	925
WATER UTILITY OPERATING	(29,428)	85,418	54,765	1,225	80,865	76,852	5,238
WATER UTL METER DEPOSIT	14,321	700	75	14,946	1,350	352	15,944
SEWAGE UTILITY OPERATING	(32,096)	142,876	124,119	(13,339)	213,368	187,764	12,265
SEWAGE UTL DEPRECIATION	12,422	3,420	-	15,842	3,135	5,949	13,028
Totals	<u>\$ 293,066</u>	<u>\$ 963,899</u>	<u>\$ 880,210</u>	<u>\$ 376,755</u>	<u>\$ 1,363,079</u>	<u>\$ 1,322,052</u>	<u>\$ 417,782</u>

TOWN OF CLARKS HILL  
 STATEMENT OF RECEIPTS, DISBURSEMENTS,  
 AND CASH AND INVESTMENT BALANCES -  
 REGULATORY BASIS  
 For the Year Ended December 31, 2023

Fund	Cash and Investments 01-01-23	Receipts	Disbursements	Cash and Investments 12-31-23
GENERAL	\$ 19,791	\$ 235,362	\$ 129,964	\$ 125,189
MOTOR VEHICLE HIGHWAY	24,538	22,882	26,519	20,901
LOCAL ROAD AND STREET	29,381	10,783	4,752	35,412
SANITATION	12,861	28,860	30,408	11,313
PARK AND RECREATION - OPERATING	-	30,660	50	30,610
RAINY DAY	1,256	1,890	1,000	2,146
OPIOID RESTRICTED	1,526	342	342	1,526
OPIOID UNRESTRICTED	654	117	-	771
CUMULATIVE CAPITAL IMPROVEMENT - CIGARETTE TAX	2,387	1,276	3,662	1
CUMULATIVE CAPITAL DEVELOPMENT	91,055	2	90,174	883
CRIME CONTROL	4,136	4,354	788	7,702
COUNTY ECONOMIC DEVELOPMENT INCOME TAX (CEDIT)	32,579	23,630	150	56,059
LIT PUBLIC SAFETY	8,724	6,530	12,736	2,518
COMMUNITY BUILDING RENTAL	237	2,000	1,874	363
ARPA COVID RESCUE PLAN	68,702	1,113	69,815	-
MVH RESTRICTED	41,670	12,920	104	54,486
RUBY PARKS FUND	25,000	-	2,470	22,530
SHOP WITH COP	2,569	2,100	2,074	2,595
DUE TO UTILITIES	3,314	-	-	3,314
PAYROLL	925	156,750	149,532	8,143
WATER UTILITY OPERATING	5,236	399,038	137,137	267,137
WATER UTILITY METER DEPOSIT	15,944	900	75	16,769
SEWAGE UTILITY OPERATING	12,264	227,469	138,171	101,562
SEWAGE UTILITY DEPRECIATION	13,028	3,135	23,649	(7,486)
Totals	<u>\$ 417,777</u>	<u>\$ 1,172,113</u>	<u>\$ 825,446</u>	<u>\$ 764,444</u>