

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

COMPLIANCE ENGAGEMENT REPORT

OF

TOWN OF CLAYPOOL

KOSCIUSKO, COUNTY, INDIANA

January 1, 2019 to December 31, 2023



FILED

06/11/2024

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
Exit Conference.....	20

SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	Patricia Warner	01-01-19 to 12-31-24
President of the Town Council	Nikki Miller Elizabeth Heiman Benny Stage	01-01-19 to 12-31-19 01-01-20 to 12-31-20 01-01-21 to 12-31-24
Superintendent of Water Utility	Danny Warner	01-01-19 to 03-15-23
Superintendent of Wastewater Utility	Danny Warner	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

TO: THE OFFICIALS OF THE TOWN OF CLAYPOOL, KOSCIUSKO 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 Claypool (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 Patricia Warner, Clerk-Treasurer, and Benny Stage, President of the Town Council, on May 22, 2024.



Beth Kelley, CPA, CFE
Deputy State Examiner

April 24, 2024

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS

INTERNAL CONTROLS

Condition and Context

Internal control deficiencies resulted in the noncompliance over:

- Penalties, Interest, and Other Charges
- Credit Cards
- Capital Assets
- Overdrawn Cash Balances
- Annual Financial Report
- Ordinances and Resolutions
- Bank Account Reconciliations
- Employee Benefit Policy
- Errors on Claims
- Motor Vehicle Highway (MVH) - Restricted Fund
- Appropriations
- Accounting for Corona Virus Relief Funds
- Monthly and Annual Uploads

These internal control deficiencies are further detailed in the comments below.

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.

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. . . ."

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS
(Continued)

PENALTIES, INTEREST, AND OTHER CHARGES

A similar comment appeared in prior reports B45901 and B53968.

Condition and Context

The Town paid its federal tax payments after the due date 3 of the 60 months during the engagement period. The Town paid the following penalty and interest amounts to the Internal Revenue Service (IRS) due to untimely federal tax payments:

<u>Years</u>	<u>Amount</u>
2020	\$ 39.92
2021	<u>625.55</u>
Total	<u>\$ 665.47</u>

Criteria

Officials and employees have the duty to pay claims and remit taxes in a timely fashion. Failure to pay claims or remit taxes in a timely manner could be an indicator of serious financial problems which should be investigated by the unit. Additionally, officials and employees have a responsibility to perform duties in a manner which would not result in any unreasonable fees being assessed against the unit. Any penalties, interest, or other charges paid by the unit may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

We recommended that Patricia Warner, Clerk-Treasurer, reimburse the Town \$665.47 for penalties and interest paid during the 2019 through 2023 engagement period.

CREDIT CARDS

A similar comment also appeared in prior Reports B45901 and B53968.

Condition and Context

The Town adopted a resolution on February 21, 2011, to establish a credit card policy. Per the policy, Town employees were allowed to use the credit card for items or services which are authorized and budgeted in the budget of the Town. Fifty-seven credit card payments made during the engagement period were reviewed. Eleven did not have supporting documentation, such as itemized receipts, to determine which town employee made the purchase, or if the items or services purchased was authorized and budgeted in the budget of the Town. The eleven unsupported purchases totaled \$900.13.

In addition, credit card statements were not paid timely, and the Town paid late fees and interest of \$103.39 in 2021.

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS
(Continued)

Criteria

The Town's credit card policy states in part:

". . . The Town will pay the annual fees, or any other reasonable and necessary fees associated with these cards, as they become due and payable. . . . That charges shall only be made on the credit cards to purchase items or services which are authorized and budgeted in the budget of the Town. . . . That the payment of the credit card charges will be subject to the regular claim process and approval by the Town Council and will be paid only when itemized documents supporting the expenses are provided to the Clerk-Treasurer and attached to the claim. . . ."

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)

The SBOA will not take exception to the use of credit cards by a unit provided the following criteria are observed:

1. The governing board must authorize credit card use through an ordinance/resolution, which has been approved in a meeting and documented in the minutes.
2. Issuance and use should be handled by an official or employee designated by the governing body.
3. The purposes for which the credit card may be used must be specifically stated in the ordinance/resolution.
4. When the purpose for which the credit card has been issued has been accomplished, the card must be returned to the custody of the responsible person.
5. The designated responsible official or employee must maintain an accounting system or log which would include the names of individuals requesting usage of the cards, their position, estimated amounts to be charged, fund and account numbers to be charged, date the card is issued and returned.
6. Credit cards must not be used to bypass the accounting system. One reason that purchase orders are issued is to provide the fiscal officer with the means to encumber and track appropriations to provide the governing body and other officials with timely and accurate accounting information and monitoring of the accounting system.
7. Payment cannot be made on the basis of a statement or a credit card slip only. Procedures for payments must be no different than for any other claim. Supporting documents such as paid bills and receipts must be available. Additionally, any interest or penalty incurred due to late filing or furnishing of documentation by an officer or employee may be the personal obligation of the responsible officer or employee.
8. If authorized, an annual fee may be paid.

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

We recommended that Patricia Warner, Clerk-Treasurer, reimburse the Town \$103.39 for credit card late fees paid.

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS
(Continued)

CAPITAL ASSETS

Condition and Context

The Town had not adopted a policy that details the threshold at which an item is considered a capital asset. A detailed capital assets record/ledger was not presented to verify the amounts reported in the Annual Financial Report (AFR) found on the Indiana Gateway for Government Units financial reporting system for the years ended December 31, 2019 through December 31, 2022. At December 31, 2023, a variance of \$189,135 was noted between the detailed record presented for review of \$2,611,281 and the amount reported in the AFR of \$2,800,416.

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 detail 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)

OVERDRAWN CASH BALANCES

A similar comment also appeared in prior Report B53968.

Condition and Context

The following funds were overdrawn at respective year ends:

Fund	12-31-19 Amount Overdrawn	12-31-23 Amount Overdrawn
General	\$ -	\$ 2,897
Water Utility Operating	510	-
Water Utility Depreciation	-	5,353

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)

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS
(Continued)

ANNUAL FINANCIAL REPORT

A similar comment also appeared in prior Report B53968.

Condition and Context

The Town reported its financial activity in the Annual Financial Report (AFR) found on the Indiana Gateway for Government Units financial reporting system, which is the source of the financial statements. The Town also reported accounts payable and accounts receivable in the AFR as required. The Town's Fund Reports presented for review did not support the financial statements for 2019 and 2020.

The Schedule of Accounts Payables and Receivables did not agree with the supporting documentation for the year 2023. Supporting documentation for accounts payable stated \$24,257 and the AFR stated \$24,484 for a difference of \$227. Supporting documentation for accounts receivable stated \$16,532 and the AFR stated \$45,170 for a difference of \$28,638.

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](#)."

ORDINANCES AND RESOLUTIONS - UTILITY RATES

A similar comment also appeared in prior Report B53968.

Condition and Context

The Town adopted rate ordinances Water Rate Ordinance 2018-07-02 and Sanitation Ordinance 2021-12-7. Water service rates are based on metered consumption and sanitation service rates are yearly rates.

The Town did not update its utility billing system for 2021 and the first month of 2022 for either the Water Utility or Sanitation Utility. The Town charged \$10.13 for the first 2,000 gallons, when \$10.33 should have been charged for the first 2,000 gallons. The Sanitation Utility charged \$12.06 for trash pickup when \$12.92 should have been charged for trash pickup.

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)

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS
(Continued)

BANK ACCOUNT RECONCILIATIONS

A similar comment also appeared in prior Reports B45901 and B53968.

Condition and Context

The Town's fund balances per its accounting records exceeded its reconciled bank balance for each year as follows:

Years	Amount
2019	\$ (36,890.74)
2020	(105,997.42)
2021	(57,937.58)
2022	(58,773.40)
2023	(57,543.37)

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."

At all times, the manual and/or computerized records, subsidiary ledgers, control ledger, and reconciled bank balance should agree. If the reconciled bank balance is less than the subsidiary or control ledgers, then the responsible official or employee may be held personally responsible for the amount needed to balance the fund. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

EMPLOYEE BENEFIT POLICY

Condition and Context

The Town Marshall was not on duty from January 6 through January 8, according to Town records, and no one else had access to or was authorized to use the Town owned vehicle assigned to the Town Marshall during that time. The Town's fuel log sheets for that same time recorded that vehicle was driven 300 miles. The Town does not have a policy concerning personal usage of Town owned vehicles or equipment.

Criteria

All types of employee benefits must be detailed in a written policy. Payments for expenses not authorized in a written policy cannot be allowed. Assets of the unit may not be used in a manner unrelated to the functions and purposes of the unit. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS
(Continued)

ERRORS ON CLAIMS

Condition and Context

None of the Accounts Payable Vouchers (APV) 25 vendor claims selected for testing during the engagement period were approved by an officer or person receiving the goods or services.

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
- (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. . . ."

MOTOR VEHICLE HIGHWAY (MVH) - RESTRICTED FUND

Condition and Context

The Town did not create a Motor Vehicle Highway (MVH) Restricted fund until July of 2022 at which time the Town transferred \$29,796 from the MVH fund to the MVH Restricted fund. This was the amount that should have been receipted to MVH Restricted since January of 2019.

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."

Indiana Code 8-14-1-4(b) states: "Except as provided in subsection (c), for funds distributed to a county from the motor vehicle highway account, the county shall use at least fifty percent (50%) of the money for the construction, reconstruction, and preservation of the county's highways."

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS
(Continued)

The purpose of this Directive is to authorize and require counties, cities, and towns that receive distributions from the State Motor Vehicle Highway Account to **create a new sub-fund within the MVH Fund** to properly manage and account for the usage restrictions that were included in House Enrolled Act 1002-2017 and House Enrolled Act 1290-2018.

The sub-fund will be referred to throughout this Directive as "MVH Restricted" and will be used to account for MVH monies which have been statutorily restricted for construction, reconstruction, and preservation purposes.

On the chart of accounts, the MVH Fund and MVH Restricted sub-fund shall be shown as follows:

...

Cities and Towns

Fund 201	MVH
Fund 203	MVH Restricted . . .

Starting on January 1, 2019, the political subdivision must post at the time of receipt of the distribution from the State Motor Vehicle Highway Account fifty percent (50%) of the distribution to MVH Restricted.

(State Examiner Directive 2018-2)

APPROPRIATIONS

A similar comment appeared in prior reports B45901 and B53968.

Condition and Context

The records presented for review indicated the following expenditures in excess of budgeted appropriations:

Fund	Years	Excess Amount Expended
General	2019	\$ 66,409
Local Road and Street	2019	9,999
General	2020	102,062
CCIF	2020	11,251
General	2021	66,724
Local Road and Street	2021	6,478
MVH	2021	813
CCIF	2021	686
General	2022	51,572
General	2023	172,433
Local Road and Street	2023	21,613

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS
(Continued)

Criteria

Indiana Code 6-1.1-18-4 states in part: ". . . the proper officers of a political subdivision shall appropriate funds in such a manner that the expenditures for a year do not exceed its budget for that year as finally determined under this article."

ACCOUNTING FOR CORONAVIRUS RELIEF FUNDS

Condition and Context

The Town did not properly account for the Coronavirus Relief Fund (CRF) in accordance with State Examiner Directive 2020-3 (Directive).

The Town did not properly establish a separate CARES grant fund for the CRF grant that followed the uniform chart of accounts. The Town utilized fund 1101 entitled, General fund, for reimbursements received from the Indiana Finance Authority (IFA). In 2020, the Town spent \$14,015 in CARES money, this was posted to the General fund instead of a separate CARES fund.

Criteria

Each local unit of government that receives an allocation from the Coronavirus Relief Fund administered by IFA shall establish a separate CARES grant fund with a fund number consistent with memorandum *Accounting and Appropriation of COVID-19 Grants, April 29, 2020* (updated September 29, 2020).

All Reimbursements received from IFA shall be receipted into a separate CARES grant fund that is specific to IFA reimbursements. . . .

Transactions for public health and safety payroll costs must be accounted for through one of these two prescribed options.

Option One. Reimbursements received from IFA shall be receipted into the separate CARES grant fund. The reimbursed amount for public health and safety payroll costs originally incurred in the general fund (or other fund) will be moved to the separate CARES grant fund through a reversing entry. This action will reinstate the general fund (or other fund) cash balance and re-appropriate the general fund (or other fund) in a similar manner to IC 6-1.1-18-9(1) for those disbursements. This reversal must be done in the same budget year that the original transaction was posted.

Once the disbursement is reversed within the general fund (or other fund), it must be posted as a disbursement in the separate CARES grant fund. Documentation must be maintained so the audit trail can be followed. The accounting system must tie the original claim for the disbursement to the separate CARES grant fund by specific reference or notation in a comment section.

Once option one is completed, the cash balance of the separate CARES grant fund will be zero. **No money shall remain in the separate CARES grant fund. . . .**

CLERK-TREASURER
TOWN OF CLAYPOOL
COMMENTS
(Continued)

Option Two. Reimbursements received from IFA shall be receipted into the separate CARES grant fund. A claim will be created against the separate CARES grant fund for the reimbursed amount in favor of the general fund. This claim must be supported by documentation of the public health and safety payroll costs that have been expensed from the general fund or other funds.

The amount of the claim will be receipted into the general fund cash balance. Normal appropriation procedures will apply to these funds.

Once option two is completed, the cash balance of the separate CARES grant fund will be zero. **No money shall remain in the separate CARES grant fund. This option requires a resolution or ordinance as detailed in the memorandum CARES Reimbursement of Public Health and Safety Payroll Costs, September 30, 2020. . . .**

(State Examiner Directive 2020-3)

MONTHLY AND ANNUAL UPLOADS

Condition and Context

The files and governmental unit information that are required to be uploaded monthly include the bank reconciliements, approved Town Council minutes, and the funds ledger, summarizing total receipts, disbursements, and balances by fund. The Town did not comply with the State Examiner Directive and did not upload any of the fund ledgers summarizing total receipts, disbursements, and balances for any month for the years 2019 and 2020 on the Indiana Gateway for Government Units (Gateway) financial reporting system.

Annual upload requirements include the year-end bank statement, year-end outstanding check list, year-end investments, detail of receipt activity, detail of disbursement activity, current year salary ordinance, and an annual vendor history report. The Town did not comply with the State Examiner Directive and did not upload year-end bank statement(s), year-end outstanding check list, year-end investments, detail of receipt activity, detail of disbursement activity, current year salary ordinance, annual employee earning records/annual payroll history report, and an annual vendor history report for any of the engagement years on Gateway.

Criteria

All counties, cities, towns, townships, libraries, schools, and special districts will use the Engagement Uploads to upload files containing financial and governmental unit information on Gateway to allow the SBOA to conduct audit planning and audit processes prior to on-site work at a unit. This remote process will provide more efficient data processing and save audit costs for our clients. (Amended State Examiner Directive 2018-1, Updated November 9, 2020, and effective with uploads due February 15, 2021)

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. (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 CLAYPOOL
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
General	\$ (15,695)	\$ 257,150	\$ 229,684	\$ 11,771	\$ 275,688	\$ 253,833	\$ 33,626
Motor Vehicle Highway	45,626	28,072	19,711	53,987	16,429	33,997	36,419
Local Road & Street	56,217	17,644	16,397	57,464	20,635	27,670	50,429
Rainy Day	2,647	-	-	2,647	-	-	2,647
Tif 1	42,784	21,220	20,000	44,004	28	-	44,032
Ccif	3,217	985	492	3,710	10,935	12,135	2,510
Cedit	146,108	36,005	105,548	76,565	40,187	44,258	72,494
Cemetery	19,481	6,000	18,497	6,984	5,870	9,293	3,561
Continuing Education	1,881	330	-	2,211	2,358	1,634	2,935
Tif 2	57,917	18,538	-	76,455	10,020	-	86,475
Payroll	2,994	200,161	202,952	203	206,915	196,403	10,715
Sewage Utility Operating	19,326	177,348	162,045	34,629	150,929	154,738	30,820
Water Utility Operating	445	264,055	265,010	(510)	263,534	238,910	24,114
Water Utl Meter Deposit	14,797	525	-	15,322	675	75	15,922
Totals	<u>\$ 397,745</u>	<u>\$ 1,028,033</u>	<u>\$ 1,040,336</u>	<u>\$ 385,442</u>	<u>\$ 1,004,203</u>	<u>\$ 972,946</u>	<u>\$ 416,699</u>

TOWN OF CLAYPOOL
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	\$ 33,426	\$ 299,365	\$ 278,994	\$ 53,797	\$ 321,176	\$ 308,341	\$ 66,632
Motor Vehicle Highway	36,419	41,546	40,113	37,852	16,582	47,999	6,435
Local Road & Street	50,429	46,366	37,876	58,919	17,679	1,394	75,204
Motor Vehicle Highway - Restricted	-	-	-	-	33,659	-	33,659
Rainy Day	2,647	-	-	2,647	-	-	2,647
TIF 1	44,032	26,416	-	70,448	12,553	7,500	75,501
CCIF	2,510	436	1,570	1,376	1,019	973	1,422
CEDIT	72,495	42,534	47,412	67,617	38,930	79,838	26,709
ARPA Coronavirus Local Recovery Fund	-	-	-	-	49,178	-	49,178
Opioid - Unrestricted	-	-	-	-	398	-	398
Police Donations	-	-	-	-	1,026	706	320
Cemetery	3,562	11,700	10,824	4,438	7,101	6,188	5,351
Continuing Education	2,935	715	395	3,255	524	1,121	2,658
TIF 2	86,474	21,820	-	108,294	25,461	7,500	126,255
Payroll	10,716	219,999	217,336	13,379	222,734	227,562	8,551
Sewage Utility Operating	30,820	112,562	93,136	50,246	102,896	111,303	41,839
Water Utility Operating	24,113	239,198	252,591	10,720	264,578	267,051	8,247
Water Util Meter Deposit	14,922	900	-	15,822	900	64	16,658
Water Utility Depreciation Fund	-	-	-	-	3,141	475	2,666
Totals	<u>\$ 415,500</u>	<u>\$ 1,063,557</u>	<u>\$ 980,247</u>	<u>\$ 498,810</u>	<u>\$ 1,119,535</u>	<u>\$ 1,068,015</u>	<u>\$ 550,330</u>

TOWN OF CLAYPOOL
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	\$ 66,632	\$ 334,817	\$ 404,346	\$ (2,897)
Motor Vehicle Highway	6,434	22,248	7,754	20,928
Local Road & Street	75,205	32,587	38,913	68,879
Motor Vehicle Highway - Restricted	33,659	8,527	-	42,186
Rainy Day	2,647	-	-	2,647
Opioid - Restricted	-	208	-	208
TIF 1	75,502	13,792	37,930	51,364
CCIF	1,422	719	-	2,141
Cum Cap Development	-	2,546	-	2,546
CEDIT	26,709	42,444	59,635	9,518
ARPA Coronavirus Local Recovery Fund	49,178	16,434	60,951	4,661
Opioid - Unrestricted	398	71	-	469
Water Utility Sale Proceeds	-	687,011	-	687,011
Police Donations	320	-	-	320
Cemetery	5,351	6,085	2,800	8,636
Continuing Education	2,657	480	445	2,692
TIF 2	126,254	30,913	23,601	133,566
Payroll	8,551	195,962	193,262	11,251
Sewage Utility Operating	41,840	129,952	124,522	47,270
Water Utility Depreciation Fund	2,666	-	8,019	(5,353)
Water Utility Operating	8,248	102,326	105,477	5,097
Water Utility Meter Deposit	16,659	600	-	17,259
Totals	<u>\$ 550,332</u>	<u>\$ 1,627,722</u>	<u>\$ 1,067,655</u>	<u>\$ 1,110,399</u>

CLERK-TREASURER
TOWN OF CLAYPOOL
EXIT CONFERENCE

The contents of this report were discussed on May 22, 2024, with Patricia Warner, Clerk-Treasurer, and Benny Stage, President of the Town Council.