

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

**Paul D. Joyce, CPA  
State Examiner**

FINANCIAL STATEMENT AUDIT REPORT

OF

TOWN OF NORTH LIBERTY

ST. JOSEPH COUNTY, INDIANA

January 1, 2022 to December 31, 2023



**FILED**

12/19/2024



Paul D. Joyce, CPA  
State Examiner

## INDIANA STATE BOARD OF ACCOUNTS

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December 19, 2024

To: The Officials of the Town of North Liberty  
Town of North Liberty  
St. Joseph County, Indiana

As authorized under Indiana Code 5-11-1, we engaged private examiners under our review to perform the audit of Town of North Liberty. We have reviewed the audit report opined upon by Crowe LLP, Independent Public Accountants, for the period January 1, 2022 to December 31, 2023. Per the *Independent Auditor's Report*, the financial statements included in the report present fairly the financial condition of Town of North Liberty as of December 31, 2023, and the results of its operations for the period then ended, on the basis of accounting described in the report.

In our opinion, Crowe LLP prepared the audit report in accordance with the guidelines established by the Indiana State Board of Accounts.

In addition to the report presented herein, a supplemental report of Town of North Liberty was prepared in accordance with the guidelines established by the Indiana State Board of Accounts.

The report is filed with this letter in our office as a matter of public record.

Tammy R. White, CPA  
Deputy State Examiner

**TOWN OF NORTH LIBERTY**  
St. Joseph County, Indiana

**FINANCIAL STATEMENT**

As of December 31, 2023 and for the  
period January 1, 2022 through December 31, 2023

TOWN OF NORTH LIBERTY  
St. Joseph County, Indiana

FINANCIAL STATEMENT  
As of December 31, 2023 and for the  
period January 1, 2022 through December 31, 2023

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TOWN OF NORTH LIBERTY  
SCHEDULE OF OFFICIALS (Unaudited)  
As of December 31, 2023 and for the  
period of January 1, 2022 through December 31, 2023

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<u>Office</u>	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	Vicki Kitchen	01-01-22 to 12-31-23
President of the Town Council	Randy Lemert	01-01-22 to 12-31-23
Superintendent of the Utilities	Lysle Davidson	01-01-22 to 12-31-23

## INDEPENDENT AUDITOR'S REPORT

Those Charged with Governance  
Town of North Liberty  
St. Joseph County, Indiana

**Opinions**

We have audited the accompanying statement of receipts, disbursements, and cash and investment balances of the Town of North Liberty (the "Town") as of December 31, 2023 and for the period of January 1, 2022 through December 31, 2023, and the related notes to the financial statement.

**Unmodified Opinion on Regulatory Basis of Accounting**

In our opinion, the financial statement presents fairly, in all material respects, the cash and investment balances of the Town as of December 31, 2023, and its cash receipts and cash disbursements for the period of January 1, 2022 through December 31, 2023, in accordance with the financial reporting provisions of the Indiana State Board of Accounts described in Note 1.

**Adverse Opinion on U.S. Generally Accepted Accounting Principles**

In our opinion, because of the significance of the matter discussed in the Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles section of our report, the financial statement referred to above does not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Town as of December 31, 2023, or changes in net position for the period of January 1, 2022 through December 31, 2023.

**Basis for Opinion**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statement section of our report. We are required to be independent of the Town, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles***

As discussed in Note 1 to the financial statement, the Unit prepares its financial statement on the prescribed basis of accounting that demonstrates compliance with the reporting requirements established by the Indiana State Board of Accounts as allowed by state statute (IC 5-11-1-6), which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material and pervasive.

### ***Responsibilities of Management for the Financial Statement***

Management is responsible for the preparation and fair presentation of the financial statement in accordance with the financial reporting provisions of the Indiana State Board of Accounts as allowed by state statute (IC 5-11-1-6) as described in Note 1, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibilities for the Audit of the Financial Statement***

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statement.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statement.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statement.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

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(Continued)

**Other Information**

Management is responsible for the other information included with the financial statement. The other information comprises the Schedule of Officials, Combining Schedules of Receipts, Disbursements, and Cash and Investment Balances – Regulatory Basis, Schedule of Payables and Receivables, Schedule of Leases and Debt, Schedule of Capital Assets, and State Reporting Information, but does not include the financial statement and our auditor's report thereon. Our opinion on the financial statement does not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the financial statement, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statement, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

*Crowe LLP*  
Crowe LLP

Indianapolis, Indiana  
November 15, 2024

TOWN OF NORTH LIBERTY  
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
INVESTMENT BALANCES - REGULATORY BASIS  
As of December 31, 2023 and for the period January 1, 2022 through December 31, 2023

Fund	Cash and Investments			Cash and Investments			Cash and Investments
	01-01-22	Receipts	Disbursements	12-31-22	Receipts	Disbursements	12-31-23
GENERAL FUND	\$ 215,405	\$ 761,432	\$ 758,669	\$ 218,168	\$ 1,229,317	\$ 1,182,670	\$ 264,815
MOTOR VEHICLE HIGHWAY	23,692	116,320	140,434	(422)	148,121	133,214	14,485
LOCAL ROAD & STREET	41,875	34,096	35,000	40,971	36,729	35,000	42,700
MVH RESTRICTED	111,038	36,402	103,668	43,772	34,949	-	78,721
SOLID WASTE TRASH	7,911	98,740	106,619	32	116,639	115,538	1,133
LOCAL ROAD & BRIDGE GRANT MATCHING FUNDS CROSSINGS	6,432	-	6,432	-	38,058	-	38,058
INDOT POTATO CREEK TRAIL	(11,736)	17,652	10,408	(4,492)	9,394	6,118	(1,216)
STELLAR 5% MATCH FUND	39,148	794	3,600	36,342	-	-	36,342
PARK & RECREATION	99,080	98,144	79,610	117,614	77,323	77,148	117,789
NORTH LIBERTY COMMUNITY BUILDING	946	17,240	13,280	4,906	23,589	18,851	9,644
RAINY DAY	79,182	-	-	79,182	123,019	-	202,201
OPIOID SETTLEMENT RESTRICTED	-	9,712	-	9,712	2,692	-	12,404
OPIOID SETTLEMENT UNRESTRICTED	-	4,162	-	4,162	745	-	4,907
BNY WW PC UTILITY CONSTRUCTION	-	-	-	-	154,331	154,331	-
BNY WATER PC UTILITY CONSTRUCTION	3,638	2,946	4,075	2,509	177,495	180,004	-
CUM CAPITAL DEV	4,373	23,347	27,700	20	28,080	22,500	5,600
CUM CAP IMP - CIG TAX	-	-	-	-	2,946	991	1,955
COUNTY ECONOMIC DEV INCOME TAX (CEDIT)	10,844	82,702	93,546	-	106,815	106,815	-
POTATO CREEK WAF WATER GRANT	-	-	29,074	(29,074)	47,974	18,900	-
ARP CORONAVIRUS LOCAL FISCAL RECOVERY FUND	216,177	217,814	-	433,991	-	-	433,991
NLPD DONATION FUND	13,704	475	425	13,754	500	1,500	12,754
DONATION 4TH OF JULY	120	11,149	11,195	74	3,996	4,033	37
COMMUNITY EVENTS TO RECEIVE DONATIONS	370	-	-	370	-	-	370
NLPD RESERVE FUND	226	-	-	226	-	226	-
PUBLIC SAFETY - LOIT	76,116	59,684	45,613	90,187	82,075	109,991	62,271
POTATO CREEK & LIONS STRAWBERRY FESTIVAL	4,520	5,256	5,848	3,928	6,942	6,569	4,301
LOCAL LAW ENF CONT ED	2,857	3,430	1,693	4,594	1,805	900	5,499

(Continued)

TOWN OF NORTH LIBERTY  
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
INVESTMENT BALANCES - REGULATORY BASIS  
As of December 31, 2023 and for the period January 1, 2022 through December 31, 2023

Fund	Cash and Investments			Cash and Investments			Cash and Investments
	01-01-22	Receipts	Disbursements	12-31-22	Receipts	Disbursements	12-31-23
DONATION FUND	\$ 10	\$ -	\$ -	\$ 10	\$ 547	\$ 547	\$ 10
WATER BOND DEBT SERVICE BNY & BOK	82,100	-	-	82,100	82,100	82,100	82,100
ACH ACCT ALL FUNDS	100	-	-	100	-	-	100
RECYCLING	-	38	38	-	16	16	-
PAYROLL	(7,791)	1,012,796	1,005,005	-	1,000,115	998,762	1,353
PETTY CASH FUND	150	-	-	150	-	-	150
CASH CHANGE FUND	250	-	-	250	-	-	250
STORMWATER	11,232	59,499	70,350	381	40,884	40,630	635
WASTEWATER UTILITY OPERATING	110,252	729,723	738,731	101,244	860,781	701,517	260,508
W/W BOND & INT	1,803	164,868	164,543	2,128	167,332	165,023	4,437
WASTEWATER DEBT SERVICE 728045	175,960	1,437	-	177,397	9,132	-	186,529
WASTEWATER DEPOSIT	37,621	-	2,621	35,000	64	2,200	32,864
WATER UTILITY OPERATING	91,670	496,137	585,943	1,864	697,820	640,832	58,852
WATER UTL METER DEPOSIT	69,573	21,288	9,416	81,445	27,211	16,649	92,007
WATER UTL DEPRECIATION	662	262,854	256,802	6,714	258,481	251,257	13,938
WATER BOND PROCEEDS 2021	320,757	161	320,781	137	-	-	137
WATER IMP - WATER TOW	46,694	26,630	39,460	33,864	35,854	33,091	36,627
WATER BOND & INTEREST	797	75,531	75,150	1,178	75,063	74,150	2,091
POTATO CREEK WATER UTILITIES	-	-	5,000	(5,000)	5,000	-	-
Totals	<u>\$ 1,887,758</u>	<u>\$ 4,452,459</u>	<u>\$ 4,750,729</u>	<u>\$ 1,589,488</u>	<u>\$ 5,713,934</u>	<u>\$ 5,182,073</u>	<u>\$ 2,121,349</u>

See accompanying notes to financial statement.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

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

Basis of Accounting: The financial statement is reported on a regulatory basis of accounting prescribed by the Indiana State Board of Accounts in accordance with state statute (IC 5-11-1-6), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The basis of accounting involves the reporting of only cash and investments and the changes therein resulting from cash inflows (receipts) and cash outflows (disbursements) reported in the period in which they occurred. The basis of accounting also requires presentation of certain information as Other Information.

The regulatory basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP), 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. The regulatory basis also allows for all investments to be stated at cost, while GAAP requires fair value for qualifying investments.

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.

Receipts: Receipts are presented in the aggregate on the face of the financial statement. The aggregate receipts include the following sources:

*Taxes.* Amounts received including one or more of the following: property taxes, certified shares (local option tax), property tax replacement credit (local option tax), county option income tax, wheel tax, innkeepers tax, food and beverage tax, county economic development income tax, boat and trailer excise tax, county adjusted gross income tax, and other taxes that are set by the Town.

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

*Intergovernmental receipts.* Amounts received from other governments in the form of operating grants, entitlements, or payments in lieu of taxes. Examples of this type of receipts include, but are not limited to: federal grants, state grants, cigarette tax distributions received from the state, motor vehicle highway distribution received from the state, local road and street distribution received from the state, financial institution tax received from the state, auto excise surtax received from the state, commercial vehicle excise tax received from the state, major moves distributions received from the state, and riverboat receipts received from the county.

*Charges for services.* Amounts received for services including, but not limited to, the following: planning commission charges, building department charges, copies of public records, copy machines 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.

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(Continued)

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

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

*Utility fees.* Amounts received from charges for current services.

*Penalties.* Amounts received from late payment fees.

*Other receipts.* Amounts received from various sources which can include, but are not limited to the following: net proceeds from borrowings; interfund loan activity; transfers authorized by statute, ordinance, resolution or court order; internal service receipts; and fiduciary receipts.

Disbursements: Disbursements are presented in the aggregate on the face of the financial statement. The aggregate disbursements include the following uses:

*Personal services.* Amounts disbursed for salaries, wages, and related employee benefits provided for all persons employed. In those Units where sick leave, vacation leave, overtime compensation, and other such benefits are appropriated separately, such payments would also be included.

*Supplies.* Amounts disbursed for 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.* Amounts disbursed for services including, but are not limited to: professional services, communication and transportation, printing and advertising, insurance, utility services, repairs and maintenance, and rental charges.

*Debt service principal and interest.* Amounts disbursed for fixed obligations resulting from financial transactions previously entered into by the Unit. It includes all expenditures for the reduction of the principal and interest of the Unit general obligation indebtedness as well as lease agreements.

*Capital outlay.* Amounts disbursed for land, infrastructure, buildings, improvements, and machinery and equipment having an appreciable and calculable period of usefulness.

*Utility operating expenses.* Amounts disbursed for operating the utilities.

*Other disbursements.* Amounts disbursed for various purposes including, but 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.

Interfund Transfers: The Town may, from time to time, make transfers 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.

Fund Accounting: Separate funds are established, maintained, and reported by the Town. Each fund is used to account for amounts 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 Unit. The amounts accounted for in a specific fund may only be available for use for certain, legally-restricted purposes. Additionally, some funds are used to account for assets held by the Town in a trustee capacity as an agent of individuals, private organizations, other funds, or other governmental units and, therefore, the funds cannot be used for any expenditures of the Town itself.

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(Continued)

**NOTE 2 - BUDGETS**

The operating budget is initially prepared and approved at the local level. The fiscal officer of the Town submits a proposed operating budget to the governing board for the following calendar year. The budget is advertised as required by law. Prior to adopting the budget, the governing board conducts public hearings and obtains taxpayer comments. Prior to November 1, the governing board approves the budget for the next year. The budget for funds for which property taxes are levied or highway use taxes are received is subject to final approval by the Indiana Department of Local Government Finance.

**NOTE 3 - PROPERTY TAXES**

Property taxes levied are collected by the County Treasurer and are scheduled to be distributed to the Town in June and December; however, situations can arise which would delay the distributions. State statute (IC 6-1.1-17-16) requires the Indiana Department of Local Government Finance to establish property tax rates and levies by December 31 of the year preceding the budget year or January 15 of the budget year if the Town is issuing debt after December 1 or intends on filing a shortfall appeal. These rates were based upon the assessed valuations adjusted for various tax credits from the preceding year's lien date of January 1. 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 (PDIF). This includes any deposit accounts issued or offered by a qualifying financial institution.

State statutes authorize the Town to invest in securities including, but not limited to, 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 Town may be exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job-related illnesses or injuries to employees; medical benefits to employees, retirees, and dependents; and natural disasters.

These risks can be mitigated through the purchase of insurance, establishment of a self-insurance fund, and/or participation in a risk pool. The purchase of insurance transfers the risk to an independent third-party. The establishment of a self-insurance fund allows the Unit to set aside money for claim settlements. The self-insurance fund would be included in the financial statement. The purpose of participation in a risk pool is to provide a medium for the funding and administration of the risks.

The Town has purchased insurance to address the risks described above.

**NOTE 6 - CASH BALANCE DEFICITS**

The financial statement contains some funds with deficits in cash. This is a result of certain funds being set up for reimbursable grants, but for which reimbursement was not yet received by December 31, 2022, and 2023. The deficits in the Motor vehicle highway and Potato creek water utilities funds are the result of disbursements exceeding receipts due to under-estimating current requirements for those funds. These deficits will be repaid from future receipts.

**NOTE 7 - RELATED PARTY TRANSACTIONS**

The Town listed two industrial park lots with a contracted local realtor. No offers were received by the end of the contract. The Town then received a letter of intent from a Town Council member to purchase the two industrial park lots. The Town Council, with the member making the offer abstaining, approved the sale of the lots to the Town Council member in 2021. The sales agreement was a land contract for \$50,000 (\$25,000 for each lot) at 0 percent interest and \$417 down. Payments of \$417 were due monthly starting June 1, 2021. The Town Council member made the final loan payment of \$40,810 in April 2023.

**NOTE 8 - PENSION PLAN**

*Public Employees' Retirement Fund*

*Plan Description*

The Indiana Public Employees' Retirement Fund Defined Benefit Plan (PERF DB) is a cost-sharing multiple-employer defined benefit plan and provides retirement, disability, and survivor benefits to plan members. PERF DB is administered through the Indiana Public Retirement System (INPRS) Board in accordance with state statutes (IC 5-10.2 and IC 5-10.3) and administrative code (35 IAC 1.2), which govern most requirements of the system and give the City authority to contribute to the plan.

The Public Employees' Hybrid Plan (PERF Hybrid) consists of two components: PERF DB, the employer-funded monthly defined benefit component, and the Public Employees' Hybrid Members Defined Contribution Account, the defined contribution component.

The Retirement Savings Plan for Public Employees (My Choice) is a multiple-employer defined contribution plan. It is administered through the INPRS Board in accordance with state statutes (IC 5-10.2 and IC 5-10.3) and administrative code (35 IAC 1.2), which govern most requirements of the system and give the City authority to contribute to the plan.

New employees hired have a one-time election to join either the PERF Hybrid or the My Choice.

**NOTE 8 - PENSION PLAN** (Continued)

*Financial Report*

INPRS issues a publicly available financial report that includes financial statement and required supplementary information for the plan as a whole and for its participants. That report may be obtained by contacting:

Indiana Public Retirement System  
One North Capitol, Suite 001  
Indianapolis, IN 46204  
Ph. (844) 464-6777

*Contributions*

Members' contributions are set by state statute at 3 percent of compensation for both the defined contribution component of PERF Hybrid and My Choice. The employer may elect to make the contribution on behalf of the member of the defined contribution component of PERF Hybrid and My Choice members may receive additional employer contribution in lieu of the PERF DB. Contributions to the PERF DB are determined by INPRS Board based on actuarial valuation.

**OTHER INFORMATION (Unaudited)**

TOWN OF NORTH LIBERTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
 INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2022

	GENERAL FUND	MOTOR VEHICLE HIGHWAY	LOCAL ROAD & STREET	MVH RESTRICTED	SOLID WASTE TRASH	LOCAL ROAD & BRIDGE GRANT MATCHING FUNDS CROSSINGS	INDOT POTATO CREEK TRAIL	STELLAR 5% MATCH FUND	PARK & RECREATION	NORTH LIBERTY COMMUNITY BUILDING	RAINY DAY	OPIOID SETTLEMENT RESTRICTED
Cash and investments - beginning	\$ 215,405	\$ 23,692	\$ 41,875	\$ 111,038	\$ 7,911	\$ 6,432	\$ (11,736)	\$ 39,148	\$ 99,080	\$ 946	\$ 79,182	\$ -
Receipts:												
Taxes	429,680	31,706	-	-	-	-	-	-	67,067	-	-	-
Licenses and permits	4,048	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental receipts	125,154	83,563	34,096	36,402	-	-	-	-	548	-	-	9,712
Charges for services	14,444	-	-	-	93,402	-	-	-	525	14,030	-	-
Fines and forfeits	106	-	-	-	-	-	-	-	-	-	-	-
Utility fees	-	-	-	-	-	-	-	-	-	-	-	-
Penalties	-	-	-	-	-	-	-	-	-	-	-	-
Other receipts	188,000	1,051	-	-	5,338	-	17,652	794	30,004	3,210	-	-
Total receipts	761,432	116,320	34,096	36,402	98,740	-	17,652	794	98,144	17,240	-	9,712
Disbursements:												
Personal services	420,657	75,447	-	-	13,597	-	-	-	5,993	-	-	-
Supplies	5,087	18,484	-	-	-	-	-	-	1,858	1,172	-	-
Other services and charges	172,925	24,503	-	-	93,022	-	10,408	3,600	23,359	8,733	-	-
Debt service principal and interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital outlay	-	22,000	35,000	103,668	-	-	-	-	3,100	-	-	-
Utility operating expenses	-	-	-	-	-	-	-	-	-	-	-	-
Other disbursements	160,000	-	-	-	-	6,432	-	-	45,300	3,375	-	-
Total disbursements	758,669	140,434	35,000	103,668	106,619	6,432	10,408	3,600	79,610	13,280	-	-
Excess (deficiency) of receipts over disbursements	2,763	(24,114)	(904)	(67,266)	(7,879)	(6,432)	7,244	(2,806)	18,534	3,960	-	9,712
Cash and investments - ending	\$ 218,168	\$ (422)	\$ 40,971	\$ 43,772	\$ 32	\$ -	\$ (4,492)	\$ 36,342	\$ 117,614	\$ 4,906	\$ 79,182	\$ 9,712

(Continued)

TOWN OF NORTH LIBERTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
 INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2022

	OPIOID SETTLEMENT UNRESTRICTED	BNY WW PC UTILITY CONSTRUCTION	BNY WATER PC UTILITY CONSTRUCTION	CUM CAPITAL DEV	CUM CAP IMP - CIG TAX	COUNTY ECONOMIC DEV INCOME TAX (CREDIT)	POTATO CREEK WAF WATER GRANT	ARP CORONAVIRUS LOCAL FISCAL RECOVERY FUND	NLPD DONATION FUND	DONATION 4TH OF JULY	COMMUNITY EVENTS TO RECEIVE DONATIONS	NLPD RESERVE FUND
Cash and investments - beginning	\$ -	\$ -	\$ 3,638	\$ 4,373	\$ -	\$ 10,844	\$ -	\$ 216,177	\$ 13,704	\$ 120	\$ 370	\$ 226
Receipts:												
Taxes	-	-	-	-	-	82,702	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental receipts	4,162	-	2,946	1,541	-	-	-	217,814	-	-	-	-
Charges for services	-	-	-	18,706	-	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-	-	-	-	-	-
Utility fees	-	-	-	-	-	-	-	-	-	-	-	-
Penalties	-	-	-	-	-	-	-	-	-	-	-	-
Other receipts	-	-	-	3,100	-	-	-	-	475	11,149	-	-
Total receipts	4,162	-	2,946	23,347	-	82,702	-	217,814	475	11,149	-	-
Disbursements:												
Personal services	-	-	-	-	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-	-	-	-	-
Other services and charges	-	-	-	27,700	-	6,098	29,074	-	425	11,195	-	-
Debt service principal and interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital outlay	-	-	4,075	-	-	-	-	-	-	-	-	-
Utility operating expenses	-	-	-	-	-	-	-	-	-	-	-	-
Other disbursements	-	-	-	-	-	87,448	-	-	-	-	-	-
Total disbursements	-	-	4,075	27,700	-	93,546	29,074	-	425	11,195	-	-
Excess (deficiency) of receipts over disbursements	4,162	-	(1,129)	(4,353)	-	(10,844)	(29,074)	217,814	50	(46)	-	-
Cash and investments - ending	\$ 4,162	\$ -	\$ 2,509	\$ 20	\$ -	\$ -	\$ (29,074)	\$ 433,991	\$ 13,754	\$ 74	\$ 370	\$ 226

(Continued)

TOWN OF NORTH LIBERTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
 INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2022

	PUBLIC SAFETY - LOIT	POTATO CREEK & LIONS STRAWBERRY FESTIVAL	LOCAL LAW ENF CONT ED	DONATION FUND	WATER BOND DEBT SERVICE BNY & BOK	ACH ACCT ALL FUNDS	RECYCLING	PAYROLL	PETTY CASH FUND	CASH CHANGE FUND	STORMWATER	WASTEWATER UTILITY OPERATING	W/W BOND & INT
Cash and investments - beginning	\$ 76,116	\$ 4,520	\$ 2,857	\$ 10	\$ 82,100	\$ 100	\$ -	\$ (7,791)	\$ 150	\$ 250	\$ 11,232	\$ 110,252	\$ 1,803
Receipts:													
Taxes	-	-	-	-	-	-	-	-	-	-	-	-	-
Licenses and permits	-	-	3,220	-	-	-	-	-	-	-	-	-	-
Intergovernmental receipts	59,684	-	-	-	-	-	-	-	-	-	-	14,848	-
Charges for services	-	2,370	130	-	-	-	-	-	-	-	-	-	-
Fines and forfeits	-	-	80	-	-	-	-	-	-	-	-	-	-
Utility fees	-	-	-	-	-	-	-	-	-	-	19,499	642,416	323
Penalties	-	-	-	-	-	-	-	-	-	-	-	-	-
Other receipts	-	2,886	-	-	-	-	38	1,012,796	-	-	40,000	72,459	164,545
Total receipts	59,684	5,256	3,430	-	-	-	38	1,012,796	-	-	59,499	729,723	164,868
Disbursements:													
Personal services	3,454	-	-	-	-	-	-	1,005,005	-	-	-	192,903	-
Supplies	24,589	-	-	-	-	-	-	-	-	-	-	-	-
Other services and charges	11,328	4,481	1,693	-	-	-	-	-	-	-	-	10,338	-
Debt service principal and interest	-	-	-	-	-	-	-	-	-	-	-	-	164,543
Capital outlay	6,242	-	-	-	-	-	-	-	-	-	-	60,973	-
Utility operating expenses	-	-	-	-	-	-	-	-	-	-	31,350	308,474	-
Other disbursements	-	1,367	-	-	-	-	38	-	-	-	39,000	166,043	-
Total disbursements	45,613	5,848	1,693	-	-	-	38	1,005,005	-	-	70,350	738,731	164,543
Excess (deficiency) of receipts over disbursements	14,071	(592)	1,737	-	-	-	-	7,791	-	-	(10,851)	(9,008)	325
Cash and investments - ending	\$ 90,187	\$ 3,928	\$ 4,594	\$ 10	\$ 82,100	\$ 100	\$ -	\$ -	\$ 150	\$ 250	\$ 381	\$ 101,244	\$ 2,128

(Continued)

TOWN OF NORTH LIBERTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
 INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2022

	WASTEWATER DEBT SERVICE 728045	WASTEWATER DEPOSIT	WATER UTILITY OPERATING	WATER UTL METER DEPOSIT	WATER UTL DEPRECIATION	WATER BOND PROCEEDS 2021	WATER IMP - WATER TOW	WATER BOND & INTEREST	POTATO CREEK WATER UTILITIES	Totals
Cash and investments - beginning	\$ 175,960	\$ 37,621	\$ 91,670	\$ 69,573	\$ 662	\$ 320,757	\$ 46,694	\$ 797	\$ -	\$ 1,887,758
Receipts:										
Taxes	-	-	-	-	-	-	-	-	-	611,155
Licenses and permits	-	-	-	-	-	-	-	-	-	7,268
Intergovernmental receipts	-	-	-	-	-	-	-	-	-	590,470
Charges for services	-	-	-	-	-	-	-	-	-	143,607
Fines and forfeits	-	-	-	-	-	-	-	-	-	186
Utility fees	1,437	-	483,054	21,238	-	-	-	380	-	1,168,347
Penalties	-	-	4,005	-	-	-	-	-	-	4,005
Other receipts	-	-	9,078	50	262,854	161	26,630	75,151	-	1,927,421
Total receipts	1,437	-	496,137	21,288	262,854	161	26,630	75,531	-	4,452,459
Disbursements:										
Personal services	-	-	157,942	-	-	-	-	-	-	1,874,998
Supplies	-	-	-	-	-	-	-	-	-	51,190
Other services and charges	-	-	10,757	-	-	-	-	-	-	449,639
Debt service principal and interest	-	-	-	-	-	-	-	75,150	-	239,693
Capital outlay	-	-	29,419	-	17,672	320,131	-	-	5,000	607,280
Utility operating expenses	-	2,621	244,096	8,604	239,130	650	39,460	-	-	874,385
Other disbursements	-	-	143,729	812	-	-	-	-	-	653,544
Total disbursements	-	2,621	585,943	9,416	256,802	320,781	39,460	75,150	5,000	4,750,729
Excess (deficiency) of receipts over disbursements	1,437	(2,621)	(89,806)	11,872	6,052	(320,620)	(12,830)	381	(5,000)	(298,270)
Cash and investments - ending	\$ 177,397	\$ 35,000	\$ 1,864	\$ 81,445	\$ 6,714	\$ 137	\$ 33,864	\$ 1,178	\$ (5,000)	\$ 1,589,488

TOWN OF NORTH LIBERTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
 INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2023

	GENERAL FUND	MOTOR VEHICLE HIGHWAY	LOCAL ROAD & STREET	MVH RESTRICTED	SOLID WASTE TRASH	LOCAL ROAD & BRIDGE GRANT MATCHING FUNDS CROSSINGS	INDOT POTATO CREEK TRAIL	STELLAR 5% MATCH FUND	PARK & RECREATION	NORTH LIBERTY COMMUNITY BUILDING	RAINY DAY	OPIOID SETTLEMENT RESTRICTED
Cash and investments - beginning	\$ 218,168	\$ (422)	\$ 40,971	\$ 43,772	\$ 32	\$ -	\$ (4,492)	\$ 36,342	\$ 117,614	\$ 4,906	\$ 79,182	\$ 9,712
Receipts:												
Taxes	451,593	66,462	-	-	-	-	-	-	31,349	-	-	-
Licenses and permits	4,149	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental receipts	143,807	80,608	36,729	34,949	-	-	-	-	213	-	-	2,692
Charges for services	346,693	-	-	-	93,623	-	-	-	450	20,180	123,019	-
Fines and forfeits	56	-	-	-	-	-	-	-	-	-	-	-
Utility fees	-	-	-	-	-	-	-	-	-	-	-	-
Penalties	-	-	-	-	-	-	-	-	-	-	-	-
Other receipts	283,019	1,051	-	-	23,016	38,058	9,394	-	45,311	3,409	-	-
Total receipts	1,229,317	148,121	36,729	34,949	116,639	38,058	9,394	-	77,323	23,589	123,019	2,692
Disbursements:												
Personal services	447,524	50,604	-	-	14,809	-	-	-	9,752	-	-	-
Supplies	3,058	10,045	-	-	-	-	-	-	1,513	5,512	-	-
Other services and charges	592,088	33,821	-	-	95,429	-	6,118	-	20,883	8,964	-	-
Debt service principal and interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital outlay	1,500	7,000	28,686	-	-	-	-	-	-	-	-	-
Utility operating expenses	-	-	-	-	-	-	-	-	-	-	-	-
Other disbursements	138,500	31,744	6,314	-	5,300	-	-	-	45,000	4,375	-	-
Total disbursements	1,182,670	133,214	35,000	-	115,538	-	6,118	-	77,148	18,851	-	-
Excess (deficiency) of receipts over disbursements	46,647	14,907	1,729	34,949	1,101	38,058	3,276	-	175	4,738	123,019	2,692
Cash and investments - ending	\$ 264,815	\$ 14,485	\$ 42,700	\$ 78,721	\$ 1,133	\$ 38,058	\$ (1,216)	\$ 36,342	\$ 117,789	\$ 9,644	\$ 202,201	\$ 12,404

(Continued)

TOWN OF NORTH LIBERTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
 INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2023

	OPIOID SETTLEMENT UNRESTRICTED	BNY WW PC UTILITY CONSTRUCTION	BNY WATER PC UTILITY CONSTRUCTION	CUM CAPITAL DEV	CUM CAP IMP - CIG TAX	COUNTY ECONOMIC DEV INCOME TAX (CREDIT)	POTATO CREEK WAF WATER GRANT	ARP CORONAVIRUS LOCAL FISCAL RECOVERY FUND	NLPD DONATION FUND	DONATION 4TH OF JULY	COMMUNITY EVENTS TO RECEIVE DONATIONS	NLPD RESERVE FUND
Cash and investments - beginning	\$ 4,162	\$ -	\$ 2,509	\$ 20	\$ -	\$ -	\$ (29,074)	\$ 433,991	\$ 13,754	\$ 74	\$ 370	\$ 226
Receipts:												
Taxes	-	-	-	-	-	106,815	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental receipts	745	154,331	177,495	1,748	2,946	-	47,974	-	-	-	-	-
Charges for services	-	-	-	26,332	-	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-	-	-	-	-	-
Utility fees	-	-	-	-	-	-	-	-	-	-	-	-
Penalties	-	-	-	-	-	-	-	-	-	-	-	-
Other receipts	-	-	-	-	-	-	-	500	3,996	-	-	-
Total receipts	745	154,331	177,495	28,080	2,946	106,815	47,974	500	3,996	-	-	-
Disbursements:												
Personal services	-	-	-	-	-	-	-	-	-	-	-	226
Supplies	-	-	-	-	-	-	-	-	-	-	-	-
Other services and charges	-	111,654	118,084	22,500	-	1,226	-	1,500	4,033	-	-	-
Debt service principal and interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	991	-	-	-	-	-	-	-
Utility operating expenses	-	-	-	-	-	-	18,900	-	-	-	-	-
Other disbursements	-	42,677	61,920	-	-	105,589	-	-	-	-	-	-
Total disbursements	-	154,331	180,004	22,500	991	106,815	18,900	1,500	4,033	-	-	226
Excess (deficiency) of receipts over disbursements	745	-	(2,509)	5,580	1,955	-	29,074	(1,000)	(37)	-	-	(226)
Cash and investments - ending	\$ 4,907	\$ -	\$ -	\$ 5,600	\$ 1,955	\$ -	\$ -	\$ 433,991	\$ 12,754	\$ 37	\$ 370	\$ -

(Continued)

TOWN OF NORTH LIBERTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
 INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2023

	PUBLIC SAFETY - LOIT	POTATO CREEK & LIONS STRAWBERRY FESTIVAL	LOCAL LAW ENF CONT ED	DONATION FUND	WATER BOND DEBT SERVICE BNY & BOK	ACH ACCT ALL FUNDS	RECYCLING	PAYROLL	PETTY CASH FUND	CASH CHANGE FUND	STORMWATER	WASTEWATER UTILITY OPERATING	W/W BOND & INT
Cash and investments - beginning	\$ 90,187	\$ 3,928	\$ 4,594	\$ 10	\$ 82,100	\$ 100	\$ -	\$ -	\$ 150	\$ 250	\$ 381	\$ 101,244	\$ 2,128
Receipts:													
Taxes	-	-	-	-	-	-	-	-	-	-	-	-	-
Licenses and permits	-	-	1,610	-	-	-	-	-	-	-	-	-	-
Intergovernmental receipts	82,075	-	-	-	-	-	-	-	-	-	-	32,527	-
Charges for services	-	3,325	135	-	-	-	-	-	-	-	-	-	-
Fines and forfeits	-	-	60	-	-	-	-	-	-	-	-	-	-
Utility fees	-	-	-	-	-	-	-	-	-	-	18,884	675,068	2,309
Penalties	-	-	-	-	-	-	-	-	-	-	-	-	-
Other receipts	-	3,617	-	547	82,100	-	16	1,000,115	-	-	22,000	153,186	165,023
Total receipts	82,075	6,942	1,805	547	82,100	-	16	1,000,115	-	-	40,884	860,781	167,332
Disbursements:													
Personal services	4,135	-	-	-	-	-	-	998,762	-	-	-	170,665	-
Supplies	21,458	-	-	-	-	-	-	-	-	-	-	-	-
Other services and charges	18,089	4,858	900	547	-	-	-	-	-	-	-	10,500	-
Debt service principal and interest	-	-	-	-	-	-	-	-	-	-	-	-	165,023
Capital outlay	66,309	-	-	-	-	-	-	-	-	-	-	11,185	-
Utility operating expenses	-	-	-	-	-	-	-	-	-	-	630	342,644	-
Other disbursements	-	1,711	-	-	82,100	-	16	-	-	-	40,000	166,523	-
Total disbursements	109,991	6,569	900	547	82,100	-	16	998,762	-	-	40,630	701,517	165,023
Excess (deficiency) of receipts over disbursements	(27,916)	373	905	-	-	-	-	1,353	-	-	254	159,264	2,309
Cash and investments - ending	\$ 62,271	\$ 4,301	\$ 5,499	\$ 10	\$ 82,100	\$ 100	\$ -	\$ 1,353	\$ 150	\$ 250	\$ 635	\$ 260,508	\$ 4,437

(Continued)

TOWN OF NORTH LIBERTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND CASH AND  
 INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2023

	WASTEWATER DEBT SERVICE 728045	WASTEWATER DEPOSIT	WATER UTILITY OPERATING	WATER UTL METER DEPOSIT	WATER UTL DEPRECIATION	WATER BOND PROCEEDS 2021	WATER IMP - WATER TOW	WATER BOND & INTEREST BOK	POTATO CREEK WATER UTILITIES CONSTRUCTION	Totals
Cash and investments - beginning	\$ 177,397	\$ 35,000	\$ 1,864	\$ 81,445	\$ 6,714	\$ 137	\$ 33,864	\$ 1,178	\$ (5,000)	\$ 1,589,488
Receipts:										
Taxes	-	-	-	-	-	-	-	-	-	656,219
Licenses and permits	-	-	-	-	-	-	-	-	-	5,759
Intergovernmental receipts	-	-	-	-	-	-	-	-	5,000	803,839
Charges for services	-	-	-	-	-	-	-	-	-	613,757
Fines and forfeits	-	-	-	-	-	-	-	-	-	116
Utility fees	9,132	64	506,541	27,189	-	-	-	913	-	1,240,100
Penalties	-	-	4,877	-	-	-	-	-	-	4,877
Other receipts	-	-	186,402	22	258,481	-	35,854	74,150	-	2,389,267
Total receipts	9,132	64	697,820	27,211	258,481	-	35,854	75,063	5,000	5,713,934
Disbursements:										
Personal services	-	-	167,572	-	-	-	-	-	-	1,864,049
Supplies	-	-	-	-	-	-	-	-	-	41,586
Other services and charges	-	-	10,983	-	-	-	-	-	-	1,062,177
Debt service principal and interest	-	-	-	-	-	-	-	74,150	-	239,173
Capital outlay	-	-	6,713	-	-	-	-	-	-	122,384
Utility operating expenses	-	2,200	294,864	12,790	91,257	-	33,091	-	-	796,376
Other disbursements	-	-	160,700	3,859	160,000	-	-	-	-	1,056,328
Total disbursements	-	2,200	640,832	16,649	251,257	-	33,091	74,150	-	5,182,073
Excess (deficiency) of receipts over disbursements	9,132	(2,136)	56,988	10,562	7,224	-	2,763	913	5,000	531,861
Cash and investments - ending	\$ 186,529	\$ 32,864	\$ 58,852	\$ 92,007	\$ 13,938	\$ 137	\$ 36,627	\$ 2,091	\$ -	\$ 2,121,349

TOWN OF NORTH LIBERTY  
SCHEDULE OF PAYABLES AND RECEIVABLES  
December 31, 2023

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<u>Government or Enterprise</u>	<u>Accounts Payable</u>	<u>Accounts Receivable</u>
Governmental activities	\$ -	\$ -
Stormwater	-	56
Wastewater	-	3,317
Water	-	12,556
	<hr/>	<hr/>
Totals	<u>\$ -</u>	<u>\$ 15,929</u>

TOWN OF NORTH LIBERTY  
 SCHEDULE OF LEASES AND DEBT  
 December 31, 2023

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<u>Type</u>	<u>Description of Debt</u>	<u>Ending Principal Balance</u>	<u>Principal Due Within One Year</u>
<u>Type</u>	<u>Purpose</u>		
Wastewater:			
Other	SRF	\$ 1,819,151	\$ 129,000
Water:			
Revenue bonds	Waterworks 2023 Revenue Water Tower	1,243,000	1,000
Revenue bonds	Waterworks Utility Revenue and Refunding of 2021	1,144,850	50,000
Total Water		2,387,850	51,000
Totals		\$ 4,207,001	\$ 180,000

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TOWN OF NORTH LIBERTY  
SCHEDULE OF CAPITAL ASSETS  
December 31, 2023

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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.

	<u>Ending Balance</u>
Governmental activities:	
Land	\$ 337,864
Infrastructure	3,692,669
Buildings	486,601
Improvements other than buildings	805,885
Machinery, equipment, and vehicles	<u>290,566</u>
Total governmental activities	<u>5,613,585</u>
Stormwater:	
Infrastructure	<u>935,445</u>
Wastewater:	
Infrastructure	439,831
Buildings	770,934
Machinery, equipment, and vehicles	<u>306,720</u>
Total Wastewater	<u>1,517,485</u>
Water:	
Land	80,178
Infrastructure	770,731
Buildings	119,886
Improvements other than buildings	1,559,737
Machinery, equipment, and vehicles	<u>455,605</u>
Total Water	<u>2,986,137</u>
Total capital assets	<u>\$ 11,052,652</u>

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TOWN OF NORTH LIBERTY  
STATE REPORTING INFORMATION  
January 1, 2022 – December 31, 2023

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The reports presented herein were prepared in addition to another official report prepared for the Town as listed below:

Indiana State Board of Accounts Compliance Examination of the Town of North Liberty.

The above report contains the results of the compliance examination as required by the Indiana State Board of Accounts' *Accounting and Uniform Compliance Guidelines Manual For Cities and Towns*.