

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

FINANCIAL STATEMENT AND
FEDERAL SINGLE AUDIT REPORT
OF

TOWN OF MACY
MIAMI COUNTY, INDIANA

January 1, 2010 to December 31, 2011



FILED
06/22/2012

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SCHEDULE OF OFFICIALS

| <u>Office</u> | <u>Official</u> | <u>Term</u> |
|-------------------------------|--------------------|----------------------|
| Clerk-Treasurer | Peggy L. Kerschner | 01-01-09 to 12-31-12 |
| President of the Town Council | Marilyn Jackson | 01-01-10 to 12-31-12 |



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT AUDITOR'S REPORT

TO: THE OFFICIALS OF THE TOWN OF MACY, MIAMI COUNTY, INDIANA

We have audited the accompanying financial statements of the Town of Macy (Town), for the years ended December 31, 2010 and 2011. These financial statements are the responsibility of the Town's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing 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 over reporting. Accordingly, we express no such opinion. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As discussed in Note 1, the Town prepares its financial statements on the prescribed basis of accounting that demonstrates compliance with the reporting requirements established by the State Board of Accounts as allowed by state statute (IC 5-11-1-6), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The basis of accounting noted above is a different basis than that used in the prior year.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position and results of operations of the Town for the years ended December 31, 2010 and 2011, on the basis of accounting described in Note 1.

In accordance with Government Auditing Standards, we have also issued a report dated May 24, 2012, on our consideration of the Town's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the Town's financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

INDEPENDENT AUDITOR'S REPORT
(Continued)

Our audit was conducted for the purpose of forming an opinion on the Town's financial statements. The Combining Schedules of Receipts, Disbursements, and Cash and Investment Balances – Regulatory Basis, Schedule of Payables and Receivables, and Schedule of Leases and Debt are presented for additional analysis and are not required parts of the financial statements. They have not been subjected to the auditing procedures applied by us in the audit of the financial statements and, accordingly, we express no opinion on them.

This report is intended solely for the information and use of the Town's management, Town Council, federal awarding agencies, pass-through entities, and others within the entity and is not intended to be and should not be used by anyone other than these specified parties. In accordance with Indiana Code 5-11-5-1, this report is a part of the public records of the State Board of Accounts and of the office examined.

STATE BOARD OF ACCOUNTS

May 24, 2012



STATE OF INDIANA
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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

TO: THE OFFICIALS OF THE TOWN OF MACY, MIAMI COUNTY, INDIANA

We have audited the financial statements of the Town of Macy (Town), for the years ended December 31, 2010 and 2011, and have issued our report thereon dated May 24, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Town's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over financial reporting.

Our consideration of the internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as described in the accompanying Schedule of Findings and Questioned Costs, we identified certain deficiencies in internal control over financial reporting that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings and Questioned Costs as item 2011-1 to be a material weakness.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS
(Continued)

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

The Town's response to the findings identified in our audit is described in the accompanying section of the report entitled Corrective Action Plan. We did not audit the Town's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Town's management, Town Council, federal awarding agencies, pass-through entities, and other within the entity and is not intended to be and should not be used by anyone other than these specified parties. In accordance with Indiana Code 5-11-5-1, this report is a part of the public records of the State Board of Accounts and of the office examined.

STATE BOARD OF ACCOUNTS

May 24, 2012

FINANCIAL STATEMENTS

The financial statements and accompanying notes were approved by management of the Town. The financial statements and notes are presented as intended by the Town.

TOWN OF MACY
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -
REGULATORY BASIS
For The Year Ended December 31, 2010

| Fund | Cash and Investments 01-01-10 | Receipts | Disbursements | Cash and Investments 12-31-10 |
|---------------------------------|-------------------------------------|-------------------|-------------------|-------------------------------------|
| General | \$ 48,192 | \$ 47,166 | \$ 34,342 | \$ 61,016 |
| Motor Vehicle Highway | 35,396 | 9,497 | 9,487 | 35,406 |
| Local Road And Street | 17,238 | 1,175 | 611 | 17,802 |
| Rainy Day | 545 | 461 | - | 1,006 |
| Cedit Special Revenue | 2,216 | 1,437 | - | 3,653 |
| Levy Excess | 1,581 | 41 | - | 1,622 |
| Sewer Bond (Proceeds) | - | 125,000 | 125,000 | - |
| Cumulative Capital Improvement | 1,650 | 726 | - | 2,376 |
| Wastewater Utility-Construction | - | 465,957 | 465,988 | (31) |
| Wastewater Utility-Other #1 | - | 365 | 1,463 | (1,098) |
| Pop Machine | - | - | - | - |
| Totals | <u>\$ 106,818</u> | <u>\$ 651,825</u> | <u>\$ 636,891</u> | <u>\$ 121,752</u> |

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

TOWN OF MACY
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -
REGULATORY BASIS
For The Year Ended December 31, 2011

| Fund | Cash and Investments 01-01-11 | Receipts | Disbursements | Cash and Investments 12-31-11 |
|---------------------------------|-------------------------------------|---------------------|---------------------|-------------------------------------|
| General | \$ 61,016 | \$ 22,451 | \$ 17,933 | \$ 65,534 |
| Motor Vehicle Highway | 35,406 | 7,037 | 4,945 | 37,498 |
| Local Road And Street | 17,802 | 1,132 | 121 | 18,813 |
| Rainy Day | 1,006 | - | - | 1,006 |
| Cedit Special Revenue | 3,653 | 1,164 | - | 4,817 |
| Levy Excess | 1,622 | - | - | 1,622 |
| Cumulative Capital Improvement | 2,376 | 712 | 6 | 3,082 |
| Sewer Bond (Proceeds) | - | - | - | - |
| Wastewater Utility-Construction | (31) | 1,099,976 | 1,094,143 | 5,802 |
| Wastewater Utility-Other #1 | (1,098) | - | - | (1,098) |
| Pop Machine | - | 2,832 | 2,832 | - |
| Totals | <u>\$ 121,752</u> | <u>\$ 1,135,304</u> | <u>\$ 1,119,980</u> | <u>\$ 137,076</u> |

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

TOWN OF MACY
NOTES TO FINANCIAL STATEMENTS

Note 1. Summary of Significant Accounting Policies

A. 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 statements present the financial information for the Town.

B. Basis of Accounting

The financial statements are reported on a regulatory basis of accounting prescribed by the 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. Receipts are recorded when received and disbursements are recorded when paid.

The regulatory basis of accounting differs from accounting principles generally accepted in the United States of America in that receipts are recognized when received in cash, rather than when earned, and disbursements are recognized when paid, rather than when a liability is incurred.

C. Cash and Investments

Investments are stated at cost. Any changes in fair value of the investments are reported as receipts in the year of the sale of the investment.

D. Receipts

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

Taxes which can include one or more of the following: property taxes, certified shares (local option tax), property tax replacement credit (local option tax), county option income tax, wheel 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.

Intergovernmental receipts which include receipts 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.

TOWN OF MACY
NOTES TO FINANCIAL STATEMENTS
(Continued)

Utility fees which are comprised mostly of charges for current services.

Penalties which include fees received for late payments.

Other receipts which include 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.

E. Disbursements

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

Personal services include outflows 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 which include articles and commodities that are entirely consumed and materially altered when used and/or show rapid depreciation after use for a short period of time. Examples of supplies include office supplies, operating supplies, and repair and maintenance supplies.

Other services and charges which include, but are not limited to: professional services, communication and transportation, printing and advertising, insurance, utility services, repairs and maintenance, and rental charges.

Debt service principal and interest which include fixed obligations resulting from financial transactions previously entered into by the Town. It includes all expenditures for the reduction of the principal and interest of the Town's general obligation indebtedness.

Capital outlay which include all outflows for land, infrastructure, buildings, improvements, and machinery and equipment having an appreciable and calculable period of usefulness.

Utility operating expenses which include all outflows for operating the utilities.

Other disbursements which include, but are not limited to the following: interfund loan payments, loans made to other funds, internal service disbursements, and transfers out that are authorized by statute, ordinance, resolution, or court order.

F. Interfund Transfers

The Town may, from time to time, transfer money from one fund to another. These transfers, if any, are included as a part of the receipts and disbursements of the affected funds and as a part of total receipts and disbursements. The transfers are used for cash flow purposes as provided by various statutory provisions.

TOWN OF MACY
NOTES TO FINANCIAL STATEMENTS
(Continued)

G. Fund Accounting

Separate funds are established, maintained, and reported by the Town. Each fund is used to account for money received from and used for specific sources and uses as determined by various regulations. Restrictions on some funds are set by statute while other funds are internally restricted by the Town. The money accounted for in a specific fund may only be available for use for certain, legally restricted purposes. Additionally, some funds are used to account for assets held by the 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 unit itself.

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 February 15. These rates were based upon the preceding year's March 1 (lien date) assessed valuations adjusted for various tax credits. Taxable property is assessed at 100 percent of the true tax value (determined in accordance with rules and regulations adopted by the Indiana Department of Local Government Finance). Taxes may be paid in two equal installments which normally become delinquent if not paid by May 10 and November 10, respectively.

Note 4. Deposits and Investments

Deposits, made in accordance with state statute (IC 5-13), with financial institutions in the State of Indiana at year end should be entirely insured by the Federal Depository Insurance Corporation or by the Indiana Public Deposit Insurance Fund. This includes any deposit accounts issued or offered by a qualifying financial institution.

State statutes authorize the Town to invest in securities including, but not limited to, federal government securities, repurchase agreements, and certain money market mutual funds. Certain other statutory restrictions apply to all investments made by local governmental units.

TOWN OF MACY
NOTES TO FINANCIAL STATEMENTS
(Continued)

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 Town to set aside money for claim settlements. The self-insurance fund would be included in the financial statements. The purpose of participation in a risk pool is to provide a medium for the funding and administration of the risks. These risks may also be mitigated by the Town by recording, as a disbursement, any replacement items purchased.

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SUPPLEMENTARY INFORMATION – UNAUDITED

For additional financial information, the Town's 2010 Annual Report can be found on the Indiana Transparency Portal website: www.in.gov/itp/annual_reports/.

For additional financial information, the Town's 2011 Annual Report information can be found on the Gateway website: <https://gateway.ifionline.org/>.

Differences may be noted between the financial information presented in the financial statements contained in this report and the financial information presented in the Annual Reports of the Town which are referenced above. These differences, if any, are due to adjustments made to the financial information during the course of the audit. This is a common occurrence in any financial statement audit. The financial information presented in this report is audited information, and the accuracy of such information can be determined by reading the opinion given in the Independent Auditor's Report.

The supplementary information presented was approved by management of the Town. It is presented as intended by the Town.

TOWN OF MACY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2010

| | General | Motor Vehicle Highway | Local Road And Street | Rainy Day | Cedit Special Revenue | Levy Excess |
|--|------------------|-----------------------------|--------------------------------|-----------------|-----------------------------|-----------------|
| Cash and investments - beginning | \$ 48,192 | \$ 35,396 | \$ 17,238 | \$ 545 | \$ 2,216 | \$ 1,581 |
| Receipts: | | | | | | |
| Taxes | 17,301 | - | - | - | - | 41 |
| Intergovernmental | 6,646 | 9,497 | 1,175 | 461 | 1,437 | - |
| Other receipts | 23,219 | - | - | - | - | - |
| Total receipts | <u>47,166</u> | <u>9,497</u> | <u>1,175</u> | <u>461</u> | <u>1,437</u> | <u>41</u> |
| Disbursements: | | | | | | |
| Other services and charges | - | - | 611 | - | - | - |
| Other disbursements | 34,342 | 9,487 | - | - | - | - |
| Total disbursements | <u>34,342</u> | <u>9,487</u> | <u>611</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Excess (deficiency) of receipts over disbursements | <u>12,824</u> | <u>10</u> | <u>564</u> | <u>461</u> | <u>1,437</u> | <u>41</u> |
| Cash and investments - ending | <u>\$ 61,016</u> | <u>\$ 35,406</u> | <u>\$ 17,802</u> | <u>\$ 1,006</u> | <u>\$ 3,653</u> | <u>\$ 1,622</u> |

TOWN OF MACY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2010
 (Continued)

| | Sewer Bond (Proceeds) | Cumulative Capital Improvement | Wastewater Utility-Construction | Wastewater Utility-Other #1 | Pop Machine | Totals |
|--|-----------------------------|--------------------------------------|------------------------------------|-----------------------------------|-------------|-------------------|
| Cash and investments - beginning | \$ - | \$ 1,650 | \$ - | \$ - | \$ - | \$ 106,818 |
| Receipts: | | | | | | |
| Taxes | - | - | - | - | - | 17,342 |
| Intergovernmental | - | 726 | - | - | - | 19,942 |
| Other receipts | 125,000 | - | 465,957 | 365 | - | 614,541 |
| Total receipts | <u>125,000</u> | <u>726</u> | <u>465,957</u> | <u>365</u> | <u>-</u> | <u>651,825</u> |
| Disbursements: | | | | | | |
| Other services and charges | - | - | - | - | - | 611 |
| Other disbursements | 125,000 | - | 465,988 | 1,463 | - | 636,280 |
| Total disbursements | <u>125,000</u> | <u>-</u> | <u>465,988</u> | <u>1,463</u> | <u>-</u> | <u>636,891</u> |
| Excess (deficiency) of receipts over disbursements | <u>-</u> | <u>726</u> | <u>(31)</u> | <u>(1,098)</u> | <u>-</u> | <u>14,934</u> |
| Cash and investments - ending | <u>\$ -</u> | <u>\$ 2,376</u> | <u>\$ (31)</u> | <u>\$ (1,098)</u> | <u>\$ -</u> | <u>\$ 121,752</u> |

TOWN OF MACY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2011

| | General | Motor Vehicle Highway | Local Road And Street | Rainy Day | Cedit Special Revenue | Levy Excess |
|--|------------------|-----------------------------|--------------------------------|-----------------|-----------------------------|-----------------|
| Cash and investments - beginning | \$ 61,016 | \$ 35,406 | \$ 17,802 | \$ 1,006 | \$ 3,653 | \$ 1,622 |
| Receipts: | | | | | | |
| Taxes | 14,530 | - | - | - | - | - |
| Intergovernmental | 7,921 | 7,037 | 1,132 | - | 1,164 | - |
| Utility fees | - | - | - | - | - | - |
| Other receipts | - | - | - | - | - | - |
| Total receipts | <u>22,451</u> | <u>7,037</u> | <u>1,132</u> | <u>-</u> | <u>1,164</u> | <u>-</u> |
| Disbursements: | | | | | | |
| Personal services | 4,474 | 492 | - | - | - | - |
| Supplies | 808 | 1,277 | 121 | - | - | - |
| Other services and charges | 12,290 | 2,150 | - | - | - | - |
| Debt service - principal and interest | - | - | - | - | - | - |
| Capital outlay | - | 1,026 | - | - | - | - |
| Utility operating expenses | - | - | - | - | - | - |
| Other disbursements | 361 | - | - | - | - | - |
| Total disbursements | <u>17,933</u> | <u>4,945</u> | <u>121</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Excess (deficiency) of receipts over disbursements | <u>4,518</u> | <u>2,092</u> | <u>1,011</u> | <u>-</u> | <u>1,164</u> | <u>-</u> |
| Cash and investments - ending | <u>\$ 65,534</u> | <u>\$ 37,498</u> | <u>\$ 18,813</u> | <u>\$ 1,006</u> | <u>\$ 4,817</u> | <u>\$ 1,622</u> |

TOWN OF MACY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2011
 (Continued)

| | Cumulative Capital Improvement | Sewer Bond (Proceeds) | Wastewater Utility-Construction | Wastewater Utility-Other #1 | Pop Machine | Totals |
|--|--------------------------------------|-----------------------------|------------------------------------|-----------------------------------|-------------|------------|
| Cash and investments - beginning | \$ 2,376 | \$ - | \$ (31) | \$ (1,098) | \$ - | \$ 121,752 |
| Receipts: | | | | | | |
| Taxes | 712 | - | - | - | - | 15,242 |
| Intergovernmental | - | - | - | - | - | 17,254 |
| Utility fees | - | - | - | - | - | - |
| Other receipts | - | - | 1,099,976 | - | 2,832 | 1,102,808 |
| Total receipts | 712 | - | 1,099,976 | - | 2,832 | 1,135,304 |
| Disbursements: | | | | | | |
| Personal services | - | - | - | - | - | 4,966 |
| Supplies | 6 | - | - | - | - | 2,212 |
| Other services and charges | - | - | - | - | - | 14,440 |
| Debt service - principal and interest | - | - | 3,000 | - | - | 3,000 |
| Capital outlay | - | - | 1,091,143 | - | - | 1,092,169 |
| Utility operating expenses | - | - | - | - | - | - |
| Other disbursements | - | - | - | - | 2,832 | 3,193 |
| Total disbursements | 6 | - | 1,094,143 | - | 2,832 | 1,119,980 |
| Excess (deficiency) of receipts over disbursements | 706 | - | 5,833 | - | - | 15,324 |
| Cash and investments - ending | \$ 3,082 | \$ - | \$ 5,802 | \$ (1,098) | \$ - | \$ 137,076 |

TOWN OF MACY
SCHEDULE OF PAYABLES AND RECEIVABLES
December 31, 2011

| <u>Government or Enterprise</u> | <u>Accounts Payable</u> | <u>Accounts Receivable</u> |
|---------------------------------|-----------------------------|--------------------------------|
| Governmental activities | <u>\$ 22,700</u> | <u>\$ 31,793</u> |

TOWN OF MACY
 SCHEDULE OF LEASES AND DEBT
 December 31, 2011

| Description of Debt | | Ending Principal Balance | Principal and Interest Due Within One Year |
|--------------------------|-----------|--------------------------------|---|
| Type | Purpose | | |
| Wastewater: | | | |
| General obligation bonds | USDA Loan | \$ 125,000 | \$ 125,000 |
| Totals | | <u>\$ 125,000</u> | <u>\$ 125,000</u> |

TOWN OF MACY
AUDIT RESULTS AND COMMENTS

INTERNAL CONTROLS OVER FINANCIAL TRANSACTIONS AND REPORTING

We noted several deficiencies in the internal control system of the Town related to financial transactions and reporting. We believe the following deficiencies constitute material weaknesses:

1. **Lack of Segregation of Duties:** Control activities should be selected and developed at various levels of the Town to reduce risks to achievement of financial reporting objectives. The Town has not separated incompatible activities related to receipts, (utility billings and collections,) disbursements, payroll and related liabilities, and cash and investment balances. The failure to establish these controls could enable material misstatements or irregularities to remain undetected.

2. **Preparing Financial Statements:** Effective internal control over financial reporting involves the identification and analysis of the risks of material misstatement to the Town's audited financial statements and then determining how those identified risks should be managed. The Town has not identified risks to the preparation of reliable financial statements and as a result has failed to design effective controls over the preparation of the financial statements to prevent or detect material misstatements, including notes to the financial statements.

3. **Monitoring of Controls:** Effective internal control over financial reporting requires the Town Council to monitor and assess the quality of the Town's system of internal control. The Town Council has not performed either an ongoing or separate evaluation of their system of internal controls. The failure to exercise their oversight responsibility places the Town at risk that controls may not be designed or operating effectively to provide reasonable assurance that controls will prevent or detect material misstatements in a timely manner. Additionally, the Town has no process to identify or communicate corrective actions to improve controls.

Governmental units should have internal controls in effect which provide reasonable assurance regarding the reliability of financial information and records, effectiveness and efficiency of operations, proper execution of management's objectives, and compliance with laws and regulations. Among other things, segregation of duties, safeguarding controls over cash and all other assets and all forms of information processing are necessary for proper internal control.

Controls over the receipting, disbursing, recording and accounting for the financial activities are necessary to avoid substantial risk of invalid transactions, inaccurate records and financial statements and incorrect decision making. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7)

APPROPRIATIONS

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

| Fund | Year | Excess Amount Expended |
|--------------|------|------------------------------|
| General Fund | 2010 | \$ 6,042.50 |

TOWN OF MACY
AUDIT RESULTS AND COMMENTS
(Continued)

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."

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7)

OFFICIAL BOND

The following official bond was not filed in the Office of the County Recorder:

Peggy Kerschner, Clerk-Treasurer

Indiana Code 5-4-1-5.1(b) states in part: "Every elected or appointed officer, official, deputy, or employee of a political subdivision . . . shall file the bond in the office of the county recorder. . . ."

PAYROLL DEDUCTIONS

Social Security and Medicare withholdings were made at an incorrect rate for 2011. Penalties of \$50 and interest of \$6.35 were paid to the Indiana Department of Revenue for the period ending November 30, 2011.

Political subdivisions are required to comply with all grant agreements, rules, regulations, bulletins, directives, letters, letter rulings, and filing requirements concerning reports and other procedural matters of federal and state agencies, including opinions of the Attorney General of the State of Indiana, and court decisions. Governmental units should 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 7)

ANNUAL REPORT ERRORS

The Annual Reports for 2010 and 2011 contained errors and did not accurately reflect the financial activity and funds ledgers of the Town.

Accounting records and other public records must be maintained in a manner that will support accurate financial statements. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7)

OVERDRAWN FUND BALANCES

The Wastewater Utility Construction Fund and Wastewater Utility-Other #1 Fund were overdrawn in 2010 and the Wastewater Utility-Other Fund #1 was overdrawn in 2011.

The fund 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 governmental unit. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7)

TOWN OF MACY
AUDIT RESULTS AND COMMENTS
(Continued)

CONDITION OF RECORDS

The following deficiencies, relating to the recordkeeping, were present during the audit period:

- (1) Record balances were not correctly reconciled to depository balances during the two year period.

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."

- (2) There were a considerable number of posting errors. These errors included deposits not receipted, checks and receipts not recorded in the proper amounts, interest not posted.

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7)

- (3) 2011 Ledgers were not complete and totaled.

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7)

APPROVAL OF FORMS

The Town officials maintained their records on Excel spreadsheets and were using the following forms which had not been approved for use in lieu of prescribed forms:

Ledger of Appropriations, Encumbrances, Disbursements and Balances (Form 209)

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7)

SUPPLEMENTAL AUDIT OF
FEDERAL AWARDS



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

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS THAT
COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND
INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

TO: THE OFFICIALS OF THE TOWN OF MACY, MIAMI COUNTY, INDIANA

Compliance

We have audited the compliance of the Town of Macy (Town) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to its major federal program for the years ended December 31, 2010 and 2011. The Town's major federal program is identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to its major federal program is the responsibility of the Town's management. Our responsibility is to express an opinion on the Town's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Town's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the Town's compliance with those requirements.

In our opinion, the Town complied, in all material respects, with the requirements referred to above that are applicable to its major federal program for the years ended December 31, 2010 and 2011. The results of our auditing procedures also disclosed other instances of noncompliance with those requirements which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying Schedule of Findings and Questioned Costs as items 2011-2 and 2011-3.

Internal Control Over Compliance

Management of the Town is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Town's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over compliance.

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS THAT
COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND
INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133
(Continued)

A deficiency in internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect, and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, we identified certain deficiencies in internal control over compliance that we consider to be significant deficiencies as described in the accompanying Schedule of Findings and Questioned Costs as item 2011-2. A significant deficiency in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

The Town's response to the findings identified in our audit is described in the accompanying Corrective Action Plan. We did not audit the Town's response and, accordingly, we express no opinion on the response.

This report is intended solely for the information and use of the Town's management, Town Board, others within the entity, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties. In accordance with Indiana Code 5-11-5-1, this report is a part of the public records of the State Board of Accounts and of the office examined.

STATE BOARD OF ACCOUNTS

May 24, 2012

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SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

The Schedule of Expenditures of Federal Awards and accompanying notes presented were approved by management of the Town. The schedule and notes are presented as intended by the Town.

TOWN OF MACY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For The Years Ended December 31, 2010 and 2011

| Federal Grantor Agency/Pass-Through Entity Cluster Title/Program Title/Project Title | Federal CFDA Number | Pass-Through Entity (or Other) Identifying Number | Total Federal Awards Expended 12-31-10 | Total Federal Awards Expended 12-31-11 |
|--|---------------------------|--|---|---|
| <u>U.S. DEPARTMENT OF AGRICULTURE</u> | | | | |
| Direct Grant | | | | |
| ARRA - Water and Waste Disposal Systems for Rural Communities - ARRA | 10.781 | | \$ 579,688 | \$ 852,731 |
| Pass-Through Indiana Office of Community and Rural Affairs | | | | |
| CDBG - State-Administered CDBG Cluster | | | | |
| Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii | 14.228 | CF-10-16 | - | 245,008 |
| Total federal awards expended | | | <u>\$ 579,688</u> | <u>\$ 1,097,739</u> |

The accompanying notes are an integral part of the Schedule of Expenditures of Federal Awards.

TOWN OF MACY
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Note 1. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the Town of Macy (Town) and is presented in accordance with the cash and investment basis of accounting used in the preparation of the financial statements. Accordingly, the amount of federal awards expended is based on when the disbursement related to the award occurs except when the federal award is received on a reimbursement basis. In these instances the federal awards are considered expended when the reimbursement is received.

Circular A-133 requires an annual audit of nonfederal entities expending a total amount of federal awards equal to or in excess of \$500,000 in any fiscal year unless by constitution or statute a less frequent audit is required. In accordance with Indiana Code (IC 5-11-1 et seq.), audits of Towns with populations under 5,000 shall be conducted biennially. Such audits shall include both years within the biennial period.

Note 2. Loans Outstanding

The Town had the following loan balances, with continuing federal compliance requirements, outstanding at December 31, 2010 and 2011. These loan balances outstanding are also included in the federal expenditures presented in the schedule.

| Program Title | Federal CFDA Number | 2010 | 2011 |
|--|---------------------------|------------|------------|
| Water and Waste Disposal Systems for Rural Communities - ARRA | 10.781 | \$ 579,688 | \$ 852,731 |

TOWN OF MACY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Section I – Summary of Auditor's Results

Financial Statements:

| | |
|---|---------------|
| Type of auditor's report issued: | Unqualified |
| Internal control over financial reporting: | |
| Material weaknesses identified? | yes |
| Significant deficiencies identified? | none reported |
| Noncompliance material to financial statements noted? | no |

Federal Awards:

| | |
|--|-------------|
| Internal control over major programs: | |
| Material weaknesses identified? | no |
| Significant deficiencies identified? | yes |
| Type of auditor's report issued on compliance for major programs: | Unqualified |
| Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133? | yes |

Identification of Major Programs:

| CFDA Number | Name of Federal Program or Cluster |
|----------------|--|
| 10.781 | Water and Waste Disposal Systems for Rural Communities - ARRA |

Dollar threshold used to distinguish between Type A and Type B programs: \$300,000

Auditee qualified as low-risk auditee? no

Section II – Financial Statement Findings

FINDING 2011-1 - INTERNAL CONTROLS OVER FINANCIAL TRANSACTIONS AND REPORTING

We noted the following deficiency in the internal control system of the Town of Macy related to financial transactions and reporting. We believe the following deficiency constitutes a material weakness:

Lack of Segregation of Duties: Control activities should be selected and developed at various levels of the Town to reduce risks to the achievement of financial reporting objectives. The Town has not separated incompatible activities related to receipts, utility billings and collections, disbursements and related liabilities, and cash and investment balances. The failure to establish these controls could enable material misstatements or irregularities to occur and not be detected.

TOWN OF MACY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

Governmental units should have internal controls in effect which provide reasonable assurance regarding the reliability of financial information and records, effectiveness and efficiency of operations, proper execution of management's objectives, and compliance with laws and regulations. Among other things, segregation of duties, safeguarding controls over cash and all other assets and all forms of information processing are necessary for proper internal control.

Controls over the receipting, disbursing, recording and accounting for the financial activities are necessary to avoid substantial risk of invalid transactions, inaccurate records and financial statements and incorrect decision making. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7).

Section III – Federal Award Findings and Questioned Costs

FINDING 2011-2 - CAPITAL ASSET RECORDS

Federal Agency: U.S. Department of Agriculture
Federal Program: Water and Waste Water Disposal Systems for Rural Communities - ARRA
CFDA Number: 10.781
Federal Award Number and Year: 15-052-4051

The Town of Macy did not maintain capital asset records on the capital assets purchased with federal funds. This noncompliance occurred because the Town has not established an internal control system over the recording of capital assets purchased with federal funds.

7 CFR 3016.32(d)(1) and (2) states:

"(d) *Management requirements.* Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part with grant funds, until disposition takes place will, as a minimum, meet the following requirements:

- (1) Property records must be maintained that include a description of the property, a serial number or other identification number, the source of property, who holds title, the acquisition date, and cost of the property, percentage of Federal participation in the cost of the property, the location, use and condition of the property, and any ultimate disposition data including the date of disposal and sale price of the property.
- (2) A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years."

OMB Circular A-133 section .300 states:

"The auditee shall: . . .

- (b) Maintain internal control over Federal programs that provides reasonable assurance that the auditee is managing Federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a material effect on each of its Federal programs."

Failure to comply with these requirements could result in equipment purchased with grant proceeds to be transferred, stolen or destroyed without the knowledge of management. Additionally, failure to comply with the grant requirements could jeopardize future funding from this grantor agency.

TOWN OF MACY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

We recommended the Town conduct a current inventory and properly prepare the required Capital Asset records. Additionally, an internal control system should be developed that insures the proper maintenance of this record in the future.

FINDING 2011-3 - SEPARATION OF ARRA FUNDS

Federal Agency: U.S. Department of Agriculture
Federal Program: Water and Waste Water Disposal Systems for Rural Communities - ARRA
CFDA Number: 10.781
Federal Award Number and Year: 15-052-4051

The Town comingled American Recovery and Reinvestment Act (ARRA) grant proceeds with other grant receipts and disbursements and did not identify them separately within that fund.

2 CFR 176.21(a) states:

"The award term described in this section shall be used by agencies to clarify recipient responsibilities regarding tracking and documenting Recovery Act expenditures:

(a) To maximize the transparency and accountability of funds authorized under the American Recovery and Reinvestment Act of 2009 (Pub. L. 111-5) (Recovery Act) as required by Congress and in accordance with 2 CFR 215.21 'Uniform Administrative Requirements for Grants and Agreements' and OMB circular A-102 Common Rules provisions, recipients agree to maintain records that identify adequately the source and application of Recovery Act funds. OMB Circular A-102 is available at <http://www.whitehouse.gov/omb/circulars/a102/a102.html>."

Failure to maintain official records that track the source (receipts) and application (disbursements) of each grant individually may hinder the Town's ability to provide transparency for federal awards.

We recommended the Town properly segregate the ARRA grant transactions to provide the proper level of transparency.

TOWN OF MACY
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

No matters are reportable.

TOWN OF MACY
CORRECTIVE ACTION PLAN

Section II – Financial Statement Findings

FINDING 2011-1, INTERNAL CONTROLS OVER FINANCIAL TRANSACTIONS AND REPORTING

1. LACK OF SEGREGATION OF DUTIES: The Town is a small governmental unit and management has determined that it would be cost prohibitive to hire additional office staff in order to achieve a segregation of duties. Management acknowledges and assumes the risk inherent with the current set up of their business office.
2. PREPARING FINANCIAL STATEMENTS: The Town Council and Clerk-Treasurer are aware of the importance of filing an accurate annual report (CTAR) and understand that it must reflect the financial activity reflected in the Town's records and ledgers. In the future the Town Council will review the annual report (CTAR) and compare it to the funds ledger to ensure that all transactions and funds are included.
3. MONITORING OF CONTROLS: The Town Council will monitor and assess the quality of the Town's internal control on an ongoing basis. The Town Council will exercise its oversight responsibility to minimize the risks associated with a lack of segregation of duties.

Section III – Capital Asset Records

FINDING 2011-2, CAPITAL ASSET RECORDS

The Clerk-Treasurer will obtain the proper form on which to maintain capital asset records and record capital assets as they are purchased or constructed. The Town Council will review the record annually, in order to determine if all capital assets have been included and any disposals have been properly removed from the record.

Section III – Separate Accounting for ARRA

FINDING 2011-3, SEPARATE ACCOUNTING FOR ARRA

The Clerk-Treasurer will set up a separate fund for federal grants containing ARRA monies and transfer any ARRA monies from the Wastewater Utility Fund to the new fund. The Clerk-Treasurer will also maintain a simplified cash journal for the Wastewater Utility and separate utility collections from federal grant monies.

Marilyn Jackson, President

May 24, 2012

Reggy Kerschner, Clerk Treasurer

TOWN OF MACY
EXIT CONFERENCE

The contents of this report were discussed on May 24, 2012 with Peggy L. Kerschner, Clerk-Treasurer, and Marilyn Jackson, President of the Town Council. The officials concurred with our audit findings.