

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

SUPPLEMENTAL COMPLIANCE REPORT

OF

CITY OF CARMEL

HAMILTON COUNTY, INDIANA

January 1, 2017 to December 31, 2017



**FILED**  
09/19/2018



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### SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Mayor	James Brainard	01-01-16 to 12-31-19
Clerk-Treasurer	Christine Pauley	01-01-16 to 12-31-19
President of the Common Council	Sue Finkam Kevin Rider	01-01-17 to 12-31-17 01-01-18 to 12-31-18
President of the Board of Public Works and Safety	James Brainard	01-01-16 to 12-31-19
President of the Redevelopment Authority	Robert Bush Bill Hammer	01-01-17 to 12-31-17 01-01-18 to 12-31-18
Utilities Director	John Duffy	01-01-17 to 12-31-18



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF THE CITY OF CARMEL, HAMILTON COUNTY, INDIANA

This report is supplemental to our audit report of the City of Carmel (City), for the period from January 1, 2017 to December 31, 2017. It has been provided as a separate report so that the reader may easily identify any Federal Findings and Audit Results and Comments that pertain to the City. It should be read in conjunction with the Comprehensive Annual Financial Report and the Federal Single Audit Report of the City, which provides our opinions on the City's financial statement and federal program compliance. This report may be found at [www.in.gov/sboa/](http://www.in.gov/sboa/).

The Federal Findings, identified in the above referenced audit report, are included in this report and should be viewed in conjunction with the Audit Results and Comments as described below.

As authorized under Indiana Code 5-11-1, we performed procedures to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts. The Audit Results and Comments contained herein describe the identified reportable instances of noncompliance found as a result of these procedures. Our tests were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

Any Corrective Action Plan for the Federal Findings and Official Response to the Audit Results and Comments, incorporated within this report, were not verified for accuracy.

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

July 25, 2018

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CLERK-TREASURER  
CITY OF CARMEL

CLERK-TREASURER  
CITY OF CARMEL  
FEDERAL FINDINGS

***FINDING 2017-001***

Subject: Financial Transactions and Reporting  
Audit Findings: Material Weakness, Noncompliance

*Condition*

There were several deficiencies in the internal control system of the City related to financial transactions and reporting. The City maintained records on the cash basis of accounting and contracted with a CPA firm to prepare the financial statements in accordance with accounting principles generally accepted in the United States of America. Although there was evidence of a control over the preparation of the financial statements to ensure accurate reporting, there were numerous errors discovered in the presented financial statements and notes which indicated the control was not effective.

The City had multiple funds whose cash was held in Trust. These funds included the Redevelopment Commission Fund, 2016 Prop. Tax Bond - Const. 1 to 2016 Prop Tax Bond - Const. 13 funds, and the Storm Water fund. No financial records to support these funds were presented for audit. However, sufficient information was presented to establish beginning balances, receipts, disbursements, ending balances, and to verify the accuracy and correctness of the transactions for all of the above mentioned funds. Since these funds financial records were not a part of the Clerk-Treasurer's records, the bank reconciliation performed by the City omitted these funds. The total omitted from the bank reconciliation was \$35,633,139.

*Context*

The lack of controls and noncompliance were systemic issues, which occurred throughout the audit period.

*Criteria*

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

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

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

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

CLERK-TREASURER  
CITY OF CARMEL  
FEDERAL FINDINGS  
(Continued)

The cash balance of a particular fund shall be determinable from comparison of the entries in the Ledger of Receipts, Disbursements and Balances which shall be balanced and reconciled with bank balances monthly.

The subtraction of total disbursements of a fund from the sum of total receipts and the cash balance at the beginning of a particular period should produce the cash balance of that fund. This calculation shall be made monthly and the cash balance of each fund at the close of the month shall be entered and reconciled with bank account balances. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 2)

*Cause*

Management had not established a complete and proper system of internal control over financial transactions and reporting related to the matter discussed in the *Condition*.

*Effect*

The failure to establish controls related to the matter discussed in the *Condition* enabled misstatements to remain undetected.

*Recommendation*

We recommended that the City's management establish a system of internal controls over financial transactions and reporting related to the matter discussed in the *Condition*.

*Views of Responsible Officials*

For the views of responsible officials, refer to the Corrective Action Plan that is part of this report.

**FINDING 2017-002**

Subject: Capital Assets and Construction in Progress  
Audit Findings: Material Weakness, Noncompliance

*Condition*

Although there was evidence of a control over the recording of capital assets to ensure accurate reporting, there were numerous errors discovered in the presented capital assets and construction in progress records which indicated the control was not effective. Additionally, the City had not properly maintained a complete inventory of capital assets. During the audit of the capital asset and construction in progress records, the following discrepancies were noted:

- The amount reported for additions to construction in progress within governmental activities was comprised of total expected expenditures for the life of each project instead of the actual expenditures to date, thus overstating the amount reported for capital assets within governmental activities.

CLERK-TREASURER  
CITY OF CARMEL  
FEDERAL FINDINGS  
(Continued)

- Several projects completed during the year were not entirely removed from construction in progress and, therefore, not included in the Capital Asset Ledger for governmental activities, thus overstating the amount reported for construction in progress and understating capital assets within governmental activities.
- Supporting documentation was not presented for audit in regards to multiple items included in the sample selected for the test of capital assets reported within governmental activities.
- Supporting documentation was not retained for audit in regards to two items included in the sample selected for the test of capital assets reported within business-type activities.

Audit adjustments were proposed, accepted by the City, and made to the financial statements.

*Context*

The lack of controls and noncompliance were systemic issues, which occurred throughout the audit period.

*Criteria*

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

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

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

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

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

*Cause*

Management had not established a complete and proper system of internal controls to ensure Capital Assets and Construction in Progress were correctly reported in the financial statements.

CLERK-TREASURER  
CITY OF CARMEL  
FEDERAL FINDINGS  
(Continued)

*Effect*

The failure to establish controls related to the matter described in the *Condition* enabled misstatements to remain undetected.

*Recommendation*

We recommended that the City's management establish a system of internal controls related to the matter discussed in the *Condition*.

*Views of Responsible Officials*

For the views of responsible officials, refer to the Corrective Action Plan that is part of this report.

**FINDING 2017-003**

Subject: Preparation of the Schedule of Expenditures of Federal Awards  
Audit Findings: Material Weakness, Noncompliance

*Condition*

The City did not have a proper system of internal control in place to prevent, or detect and correct, errors on the Schedule of Expenditures of Federal Awards (SEFA).

*Context*

The SEFA presented for audit contained the following errors:

- Two grants funded entirely by the state were included which resulted in an overstatement of \$1,010,000.
- The Community Development Block Grants / Entitlement Grants expenditures were mistakenly classified as part of the Highway Planning and Construction Cluster expenditures.
- Two pass-through entities were incorrectly identified.

Audit adjustments were proposed, accepted by the City, and made to the SEFA.

*Criteria*

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

CLERK-TREASURER  
CITY OF CARMEL  
FEDERAL FINDINGS  
(Continued)

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

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

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

2 CFR 200.508 states in part: "The auditee must: . . . (b) Prepare appropriate financial statements, including the schedule of expenditures of Federal awards in accordance with § 200.510 financial statements. . . ."

2 CFR 200.510(b) states:

"*Schedule of expenditures of Federal awards.* The auditee must also prepare a schedule of expenditures of Federal awards for the period covered by the auditee's financial statements which must include the total Federal awards expended as determined in accordance with § 200.502 Basis for determining Federal awards expended. While not required, the auditee may choose to provide information requested by Federal awarding agencies and pass-through entities to make the schedule easier to use. For example, when a Federal program has multiple Federal award years, the auditee may list the amount of Federal awards expended for each Federal award year separately. At a minimum, the schedule must:

- (1) List individual Federal programs by Federal agency. For a cluster of programs, provide the cluster name, list individual Federal programs within the cluster of programs, and provide the applicable Federal agency name. For R&D, total Federal awards expended must be shown either by individual Federal award or by Federal agency and major subdivision within the Federal agency. For example, the National Institutes of Health is a major subdivision in the Department of Health and Human Services.
- (2) For Federal awards received as a subrecipient, the name of the pass-through entity and identifying number assigned by the pass-through entity must be included.
- (3) Provide total Federal awards expended for each individual Federal program and the CFDA number or other identifying number when the CFDA information is not available. For a cluster of programs also provide the total for the cluster.
- (4) Include the total amount provided to subrecipients from each Federal program.
- (5) For loan or loan guarantee programs described in § 200.502 Basis for determining Federal awards expended, paragraph (b), identify in the notes to the schedule the balances outstanding at the end of the audit period. This is in addition to including the total Federal awards expended for loan or loan guarantee programs in the schedule.

CLERK-TREASURER  
CITY OF CARMEL  
FEDERAL FINDINGS  
(Continued)

- (6) Include notes that describe that significant accounting policies used in preparing the schedule, and note whether or not the auditee elected to use the 10% de minimis cost rate as covered in § 200.414 Indirect (F&A) costs."

*Cause*

Management had not established a system of internal control that would have ensured proper reporting of the SEFA.

*Effect*

Without a proper system of internal control in place that operated effectively, material misstatements of the SEFA remained undetected. The SEFA contained the errors identified in the *Context*.

*Recommendation*

We recommended that the City's management establish controls related to the preparation of the SEFA.

*Views of Responsible Officials*

For the views of responsible officials, refer to the Corrective Action Plan that is part of this report.

**FINDING 2017-004**

Subject: Highway Planning and Construction Cluster - Procurement and Suspension and Debarment  
Federal Agency: Department of Transportation  
Federal Program: Highway Planning and Construction  
CFDA Number: 20.205  
Federal Award Number and Year (or Other Identifying Number): 1400673  
Pass-Through Entity: Indiana Department of Transportation  
Compliance Requirement: Procurement and Suspension and Debarment  
Audit Findings: Material Weakness, Other Matters

*Condition*

An effective internal control system was not in place at the City in order to ensure compliance with requirements related to the grant agreement and the Procurement and Suspension and Debarment compliance requirement.

The City did have procedures in place to verify if all vendors used during the audit period were suspended or debarred; however, verification procedures did not occur for one vendor.

*Context*

The lack of effective controls and noncompliance were an isolated incident.

CLERK-TREASURER  
CITY OF CARMEL  
FEDERAL FINDINGS  
(Continued)

*Criteria*

2 CFR 200.303 states in part:

"The non-Federal entity must:

(a) Establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be in compliance with guidance in 'Standards for Internal Control in the Federal Government' issued by the Comptroller General of the United States or the 'Internal Control Integrated Framework', issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO). . . ."

2 CFR 180.300 states:

"When you enter into a covered transaction with another person at the next lower tier, you must verify that the person with whom you intend to do business is not excluded or disqualified.

You do this by:

- (a) Checking the SAM Exclusions; or
- (b) Collecting a certification from that person; or
- (c) Adding a clause or condition to the covered transaction with that person."

*Cause*

Management had developed a system of internal controls that would have ensured compliance with the Procurement and Suspension and Debarment compliance requirement; however, as noted in the *Condition*, the control was not effective.

*Effect*

The failure to establish an effective internal control system placed the City in noncompliance with the grant agreement and the Procurement and Suspension and Debarment compliance requirement.

*Questioned Costs*

There were no questioned costs identified.

*Recommendation*

We recommended that the City's management update controls to ensure compliance with the grant agreement and the Procurement and Suspension and Debarment compliance requirement.

*Views of Responsible Officials*

For the views of responsible officials, refer to the Corrective Action Plan that is part of this report.



# City of Carmel

Office of Christine S. Pauley  
Clerk-Treasurer

## CORRECTIVE ACTION PLAN

### **FINDING 2017-001**

Contact Person Responsible for Corrective Action: Christine S. Pauley, Clerk-Treasurer

Contact Phone Number: (317) 571-2430

Views of Responsible Official: I concur with the finding.

Description of the Corrective Action Plan:

The trustee accounts related to the City's bond issuances will be recorded in an Excel Spreadsheet in a manner consistent with the SBOA's recommendation. The accounts will also be incorporated into the City's monthly bank reconciliation. This process has already been initiated and is expected to be current, on a year-to-date basis, within 45 days.

The City will establish a process to ensure timely receipt of the Basic Financial Statements, Notes to the Basic Financial Statements and Required Supplementary Information from the Executive Branch Accounting Consultant beginning with fiscal year end 2018. Worksheets and any other related documentation should also be provided to the Clerk-Treasurer's Office in advance of the SBOA due date of March 31<sup>st</sup> to allow appropriate time for review and approval.

  
Signature

  
Title

  
Date



# City of Carmel

Office of Christine S. Pauley  
Clerk-Treasurer

## CORRECTIVE ACTION PLAN

### **FINDING 2017-002**

Contact Person Responsible for Corrective Action: Christine S. Pauley, Clerk-Treasurer

Contact Phone Number: (317) 571-2430

Views of Responsible Official: I concur with the finding.

Description of the Corrective Action Plan:

The City will strengthen its current internal control structure with regard to Capital Assets and Construction in Progress by taking several actions. The Clerk-Treasurer's Office will conduct follow-up meetings with the appropriate Executive Departments to discuss the audit findings and recommendations. Additionally, oversight of the Departmental documentation will be conducted throughout the year and not at year end. As it relates to the third party consultant who prepares the asset schedules and depreciation, oversight will be increased or the function may be taken over by the Clerk-Treasurer's Office depending on staff time. These processes will be initiated within 60 days.

The City will establish a process to ensure Capital Asset and Construction in Progress data is incorporated accurately into the Basic Financial Statements and Notes to the Basic Financial Statements by the Executive Branch Accounting Consultant beginning with fiscal year end 2018.

  
Signature

  
Title

  
Date



# City of Carmel

Office of Christine S. Pauley  
Clerk-Treasurer

## CORRECTIVE ACTION PLAN

### **FINDING 2017-003**

Contact Person Responsible for Corrective Action: Christine S. Pauley, Clerk-Treasurer

Contact Phone Number: (317) 571-2430

Views of Responsible Official: I concur with the finding.

Description of the Corrective Action Plan:

The City will strengthen its current internal control structure with regard to SEFA preparation by taking several actions. The Clerk-Treasurer's Office will conduct follow-up meetings with the appropriate Executive Departments to discuss the audit findings and recommendations. Additionally, oversight and receipt of the grant documentation will be required throughout the year and not at fiscal year end. Prior to the data being entered into Gateway, the Clerk-Treasurer's Office will conduct an annual review of all grant documentation to verify departmental reporting is compliant with SEFA requirements. These processes will be initiated within 60 days.

  
Signature

  
Title

  
Date



# City of Carmel

Office of Christine S. Pauley  
Clerk-Treasurer

## CORRECTIVE ACTION PLAN

### **FINDING 2017-004**

Contact Person Responsible for Corrective Action: Christine S. Pauley, Clerk-Treasurer

Contact Phone Number: (317) 571-2430

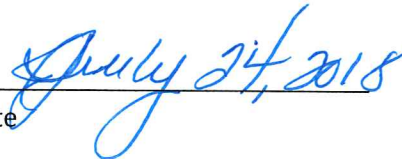
Views of Responsible Official: I concur with the finding.

Description of the Corrective Action Plan:

The Clerk-Treasurer's Office has advised the Law Department of the suspension and debarment audit finding. The appropriate language has been added to City of Carmel contracts and no further action is required at this time.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Title

  
\_\_\_\_\_  
Date

CLERK-TREASURER  
CITY OF CARMEL  
AUDIT RESULT AND COMMENT

***OVERDRAWN CASH BALANCES***

The same comment also appeared in the prior Reports B46017, B48609, and B49350.

The Illinois St Construction Fund, 2016 G.O. Bonds Debt Service, and Water Availability funds were overdrawn at December 31, 2017, by \$58,870, \$16,258, and \$2,175,160, respectively.

The cash balance of any fund may not be reduced below zero. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)



# City of Carmel

Office of Christine S. Pauley  
Clerk-Treasurer

## Official Response Clerk-Treasurer

### Overdrawn Cash Balances

*Illinois Street Construction Fund* - This fund was overdrawn due to encumbrances carried over from prior years and it was not noticed because the GL application the City uses allowed the fund to be negative. The Fiscal Office will recommend a transfer to ensure a fund balance of \$0 or greater. We do not expect any material activity to this fund after 2018.

*2016 G.O. Bonds Debt Service* - This was a new fund in 2016 and had no activity until 2017. The fund was overdrawn due to insufficient first year property tax revenue to cover the bond principal and interest payments. The overdrawn balance was not noticed because the GL application the City uses allowed the fund to be negative. We have reviewed the property tax revenue for 2018 and have sufficient debt coverage on a going forward basis.

*Water Availability Fund* - This fund was overdrawn due to the historical issues with water sales and an insufficient water rate structure. In 2017, the Water Utility recovered and reduced the (\$2,852,427) Operating Fund Balance at the end of 2016. The improvement in the Operating Fund balance resulted from slightly increased water sales and a rate increase that took effect in May of 2016. The Utility's first priority was to increase the Operating Fund balance and then address the Water Availability Fund. Since the Operating Fund balance deficiency has been addressed, the connection fees and excess Operating Fund receipts are being applied to fully recover the Water Availability Fund by the end of 2018.

  
Signature

  
Title

  
Date

CLERK-TREASURER  
CITY OF CARMEL  
EXIT CONFERENCE

The contents of this report were discussed on July 27, 2018, with Christine Pauley, Clerk-Treasurer; Ann Bingman, Director of Finance; Dianne Walthall, Director of Finance; Kevin Rider, President of the Common Council; Jeff Worrell, Vice President of the Common Council; Ronald Carter, Common Council member; Arnie Hanish, Audit Committee Chairman; Ted Spearman, Utilities Accounting Supervisor; and Curt Coonrod, Consultant.

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REDEVELOPMENT AUTHORITY  
CITY OF CARMEL

REDEVELOPMENT AUTHORITY  
CITY OF CARMEL  
AUDIT RESULTS AND COMMENTS

**CONDITION OF RECORDS**

The same comment also appeared in prior Reports B46242, B46243, B48609, and B49350.

The Carmel Redevelopment Authority did not maintain financial records such as a Ledger of Receipts, Disbursements, and Balances (prescribed City or Town Form No. 208) or complete monthly bank reconcilements for 2017. As of December 31, 2017, the depository balances for the Carmel Redevelopment Authority totaled \$198,467,877. However, sufficient information was presented to establish beginning balances, receipts, disbursements, ending balances, and to verify the accuracy and correctness of the transactions.

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

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

The cash balance of a particular fund shall be determinable from comparison of the entries in the Ledger of Receipts, Disbursements and Balances which shall be balanced and reconciled with bank balances monthly.

The subtraction of total disbursements of a fund from the sum of total receipts and the cash balance at the beginning of a particular period should produce the cash balance of that fund. This calculation shall be made monthly and the cash balance of each fund at the close of the month shall be entered and reconciled with bank account balances. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 2)

**ANNUAL FINANCIAL REPORT NOT FILED**

The same comment also appeared in prior Reports B46242, B46243, B48609, and B49085.

The Carmel Redevelopment Authority did not file an Annual Financial Report for 2017 with the State Examiner.

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

"The state examiner shall require from every municipality and every state or local governmental unit, entity, or instrumentality financial reports covering the full period of each fiscal year. These reports shall be prepared, verified, and filed with the state examiner not later than sixty (60) days after the close of each fiscal year. The reports must be in the form and content prescribed by the state examiner and filed electronically in the manner prescribed under IC 5-14-3.8-7."



# City of Carmel

Office of Christine S. Pauley  
Clerk-Treasurer

## Official Response Redevelopment Authority

### Condition of Records

The trustee accounts related to the Redevelopment Authority's bond issuances will be recorded in an Excel Spreadsheet in a manner consistent with the SBOA's recommendation. The trustee accounts will be reconciled monthly and uploaded per SBOA requirements.

### Annual Financial Report Not Filed

During the 2017 Exit Conference, the City and Redevelopment Authority was advised that the AFR for the Redevelopment Authority had not been filed. Neither the Fiscal Office nor the Redevelopment Authority had access to Gateway to complete the AFR for 2017. Further, it was not decided until 2018 (during the course of the audit) which area was required to complete the AFR for the Redevelopment Authority. It was recently determined that the Redevelopment Authority will complete its own AFR and Gateway access has been set up for the Finance Manager.

Signature

Finance Manager

Title

8-2-18

Date

REDEVELOPMENT AUTHORITY  
CITY OF CARMEL  
EXIT CONFERENCE

The contents of this report were discussed on July 27, 2018, with Christine Pauley, Clerk-Treasurer; Ann Bingman, Director of Finance; Dianne Walthall, Director of Finance; Kevin Rider, President of the Common Council; Jeff Worrell, Vice President of the Common Council; Ronald Carter, Common Council member; Arnie Hanish, Audit Committee Chairman; Ted Spearman, Utilities Accounting Supervisor; and Curt Coonrod, Consultant.

The contents of this report were discussed on August 2, 2018, with Mike Lee, Finance Manager; Henry Mestetsky, Redevelopment Commission Director; Christine Pauley, Clerk-Treasurer; and Ann Bingman, Director of Finance.