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November 10, 2021

To: The Officials of the Northeast Lake Conservancy District  
Northeast Lake Conservancy District  
1265 Castle Drive  
Franklin, IN 46131

This report is supplemental to the audit report of Northeast Lake Conservancy District (District), for the period from January 1, 2017 to December 31, 2020. It has been provided as a separate report so that the reader may easily identify any Examination Findings that pertain to the District. It should be read in conjunction with the financial statement audit report of the District, which provides an opinion on the District's financial statements. This report may be found at [www.in.gov/sboa/](http://www.in.gov/sboa/).

As authorized under Indiana Code 5-11-1, we engaged private examiners under our review to perform the audit of the District and perform procedures to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts. The Examination Findings and Results contained herein describe the identified reportable instances of noncompliance found as a result of these procedures.

We have reviewed the Supplemental Audit Report for Northeast Lake Conservancy District prepared by Crowe LLP, Independent Public Accountants, for the period January 1, 2017 to December 31, 2020. In our opinion, the Supplemental Audit Report was prepared in accordance with the guidelines established by the State Board of Accounts.

We call your attention to the finding in the report. Page 3 contains one Examination Finding and Result.

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

Paul D. Joyce, CPA  
State Examiner

**COMPLIANCE EXAMINATION OF  
NORTHEAST LAKE CONSERVANCY DISTRICT**

Johnson County, Indiana  
January 1, 2017 to December 31, 2020

NORTHEAST LAKE CONSERVANCY DISTRICT

Johnson County, Indiana  
January 1, 2017 to December 31, 2020

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NORTHEAST LAKE CONSERVANCY DISTRICT  
SCHEDULE OF OFFICIALS  
January 1, 2017 to December 31, 2020

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<u>Office</u>	<u>Official</u>	<u>Term</u>
Financial Clerk	Deborah A. Shutta Janet Alexander	01-01-17 to 12-31-19 01-01-20 to 12-31-20
Chairman of the Board of Directors	David McDaniel	01-01-17 to 12-31-20

## INDEPENDENT ACCOUNTANT'S REPORT

To the Indiana State Board of Accounts and  
Management of the Northeast Lake Conservancy District

We have examined the Northeast Lake Conservancy District ("District") compliance with the Indiana State Board of Accounts' *Accounting and Uniform Compliance Guidelines* during the period January 1, 2017 to December 31, 2020. Management of the District is responsible for the District's compliance with the specified requirements. Our responsibility is to express an opinion on the District's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our qualified opinion.

Our examination does not provide a legal determination on the Unit's compliance with specified requirements.

Our examination disclosed material noncompliance with the *Accounting and Uniform Compliance Guidelines* applicable to the District during the period January 1, 2017 to December 31, 2020, as described in item 2020-001 on the following Schedule of Examination Findings and Results.

In our opinion, except for the material noncompliance described in the preceding paragraph, the District complied, in all material respects, with the aforementioned requirements during the period January 1, 2017 to December 31, 2020.

*Crowe LLP*  
Crowe LLP

Indianapolis, Indiana  
November 1, 2021

NORTHEAST LAKE CONSERVANCY DISTRICT  
SCHEDULE OF EXAMINATION FINDINGS AND RESULTS  
January 1, 2017 to December 31, 2020

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**FINDING 2020-001: MISSING GATEWAY UPLOADS**

**Criteria:** The Indiana State Board of Accounts (SBOA) Directive 2018-1 states in part, " Beginning with July 2018 files, which will be due September 15, 2018, all cities, towns, townships, libraries, and special districts will use the Upload App to upload files containing financial and governmental unit information on Gateway to allow the State Board of Accounts (SBOA) to conduct audit planning and audit processes prior to on-site work at a unit. This remote process will provide for more efficient data processing and save audit costs for our clients.

The following files and governmental unit information are required to be uploaded monthly by all units:

- Bank Reconcilements, Bank Statements, and Outstanding Check Lists
- Approved Board Minutes, please see the user guide for more information and examples
- Funds Ledger, summarizing total receipts, disbursements, and beginning and ending balances by fund

The following files and governmental unit information are required to be uploaded annually by all units:

- Year-end Investment Statements (for Counties-County Treasurer)
- Detail of Receipts for the year
- Detail of Disbursements for the year
- Current year Salary Ordinance (or Schedule) and Amendments (except Schools)
- Annual Vendor History Report
- Annual Payroll History Report, without social security numbers
- Annual Funds Ledger, summarizing year-to-date total receipts, year-to-date disbursements, and beginning and ending balances by fund

**Condition:** During testing, we noted the District did not upload the required documents for 2018 to Gateway. The District only uploaded the December 2019 monthly documents for 2019 and did not upload the other required monthly documents or annual documents for 2019. The District did upload all required 2020 monthly documents but did not submit the required 2020 annual documents.

NORTHEAST LAKE CONSERVANCY DISTRICT  
EXIT CONFERENCE  
January 1, 2017 to December 31, 2020

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The contents of this report were discussed on October 29, 2021 with Janet Alexander, Financial Clerk, Kim Richhart, Board Chairman, and Maria Petree, Secretary.