



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS  
302 WEST WASHINGTON STREET  
ROOM E418  
INDIANAPOLIS, INDIANA 46204-2769

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May 17, 2023

TO: THE OFFICIALS OF THE TOWN OF DUBLIN, WAYNE COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of the Town of Dublin (Town), Wayne County, for the period of January 1, 2018 to December 31, 2020, to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

Management is responsible for preparing and maintaining its accounting records and related documents, as well as compliance with applicable state laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

The Town's Annual Financial Reports filed by management can be found on the Gateway Website: [www.gateway.ifonline.org](http://www.gateway.ifonline.org).

The Comments contained herein describe the identified reportable instances of noncompliance found as a result of the procedures we performed. Our procedures were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

***Comments***

***CAPITAL ASSETS***

***Condition and Context***

The Town had not adopted a capital assets policy during the engagement period. In addition, the Town had not conducted a physical inventory or kept record of its capital assets.

***Criteria***

Every unit must have a capital asset 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)

This report is intended solely for the information and use of management, governance, and others within the organization. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

The Schedule of Cash and Investment Balances - Regulatory Basis is presented as other information. It has not been subjected to any auditing procedures, and, accordingly, we do not express an opinion or provide any assurance on it.

SCHEDULE OF CASH AND INVESTMENT  
BALANCES - REGULATORY BASIS  
For the Year Ended December 31, 2020

Fund	Cash and Investments 12-31-20
GENERAL FUND	\$ 78,762
M. V. H. FUND	92,951
LOCAL R & S FUND	63,777
M.V.H. RESTRICTED	28,127
ECON. DEV. TAX FUND	117,189
RAINY DAY FUND	90,682
CUMP. CAPTAL IMP. FUND	2,140
CUM. CAP. DEVELOP. FUND	16,223
CEMETERY OUTSIDE MUNI. OP FUND	45,256
LOIT SPECIAL DISTRIBUTION	5,290
PAYROLL FUND	26,370
DONATION FUND	1,461
FEDERAL GRANTS- HOUSING	617
ELECTRIC OPERATING	48,703
ELECTRIC METER DEPOSITS	44,216
ELECTRIC DEPRECIATION	39,364
ELECTRIC CASH RESERVE	46,899
REFUSE CASH RESERVE	23,868
REFUSE COLLECTION FUND	717
WATER WORKS OPERATING	17,482
WATER WORKS ADV. DEPOSIT	13,913
WATER WORKS DEPRECIATION	14,171
WATER WORKS CASH RESERVE	18,084
W.W.R.S.D. CLEARING ACCT.	11,180
Total	\$ 847,442

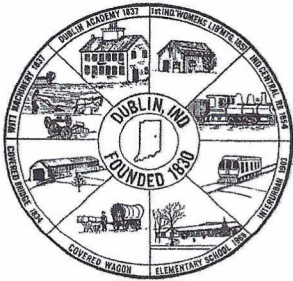
Any Official Response to the Comments, incorporated within this report, was not verified for accuracy.

The contents of this report were communicated to Julia McCarty, Clerk-Treasurer, and Bruce Moles, President of the Town Council, on May 11, 2023.

Respectfully,



Beth Kelley, CPA, CFE  
Deputy State Examiner



# Town of Dublin

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[Townhall@dublinin.org](mailto:Townhall@dublinin.org)

OFFICE HOURS:

1<sup>st</sup> - 15<sup>TH</sup> of each month      MON-FRI 9-12/1-4  
16<sup>th</sup> - end of the month      MON - THURS 9-12/1:30-4  
CLOSED ALL SATURDAYS, SUNDAYS AND FRIDAYS END OF MONTH

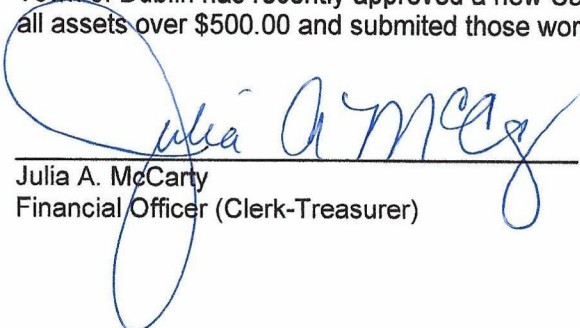
## OFFICIAL RESPONSE

Date: May 11, 2023

Indiana State Board of Accounts  
302 West Washington St. Room E418  
Indianapolis, IN 46204-2765

Re: Capital Asset Policy

In our most recent audit, it was brought to our attention that the Town did not have a current Capital Asset Policy. The Town of Dublin has recently approved a new Capital Asset Policy. The Town has always kept record of all assets over \$500.00 and submitted those worksheets annually on Gateway.

  
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Julia A. McCarty  
Financial Officer (Clerk-Treasurer)