Accounting and Reporting of Debt

Overview

Regulatory Basis of Accounting

- Prescribed by the State Examiner

Updates for 2019 Debt Reporting
2018 Regulatory Format
(and years prior)

2018 AFR Unit Questions

<table>
<thead>
<tr>
<th>AFR Unit Questions</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>
| 5. Does your unit have any outstanding debt?  
Debt can be in the form of bonds, notes, loans, or judgments payable over more than one year. Leases are considered separately (see question 8 below). |     |    |
| 6. Does your unit have any outstanding leases?  
A contract by which one party conveys land, property, services, etc., to another for a specified time, usually in return for a periodic payment. |     |    |
2018 AFR Debt Schedule

Governmental Activities

<table>
<thead>
<tr>
<th>Delete</th>
<th>Debt Class</th>
<th>Description or Purpose</th>
<th>Ending Principal Balance as of Dec. 31, 2018</th>
<th>Principal and Interest Due in 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>Revenue Bonds</td>
<td>Econ Redevelopment, Special Revenue Tax Bonds Series 2013A $2,560,000 at Wynne Farms</td>
<td>$2,010,000.00</td>
<td>$187,500.00</td>
</tr>
<tr>
<td>☒</td>
<td>General Obligation Bonds</td>
<td>2015 GO Bond Mixed Use Development</td>
<td>$1,445,000.00</td>
<td>$224,500.00</td>
</tr>
</tbody>
</table>

WATER

<table>
<thead>
<tr>
<th>Delete</th>
<th>Debt Class</th>
<th>Description or Purpose</th>
<th>Ending Principal Balance as of Dec. 31, 2018</th>
<th>Principal and Interest Due in 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>Revenue Bonds</td>
<td>Waterworks Revenue Bonds for $2,000,000 Series 2003</td>
<td>$675,000.00</td>
<td>$145,330.00</td>
</tr>
</tbody>
</table>

Audit Report Schedules

(2018 and years prior)

*Unaudited Supplementary Information

SCHEDULE OF LEASES AND DEBT
December 31, 2017

<table>
<thead>
<tr>
<th>Type</th>
<th>Description of Debt</th>
<th>Purpose</th>
<th>Ending Principal Balance</th>
<th>Principal and Interest Due Within One Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governmental activities:</td>
<td>General obligation bonds</td>
<td>2015 GO Bond Mixed Use Development</td>
<td>$1,820,000</td>
<td>$228,300</td>
</tr>
<tr>
<td></td>
<td>General obligation bonds</td>
<td>2016 GO Bond-WWTP</td>
<td>2,000,000</td>
<td>234,600</td>
</tr>
</tbody>
</table>
Supplementary Information

OTHER INFORMATION - UNAUDITED


*****

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

Independent Auditor’s Report

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the Town’s financial statement. The Combining Schedule of Receipts, Disbursements, and Cash and Investment Balances - Regulatory Basis, Schedule of Payables and Receivables, Schedule of Leases and Debt, and Schedule of Capital Assets, as listed in the Table of Contents, are presented for additional analysis and are not required parts of the financial statement. They have not been subjected to the auditing procedures applied by us in the audit of the financial statement and, accordingly, we express no opinion on them.
2019 Updates

Audited Note Disclosure - Long Term Debt

- Changes in Long-term Debt
- Debt Service Requirement to Maturity

Debt Management Report
(information already submitted)

Reported by major class of long-term liabilities

Separated into Governmental Activities and Enterprise Activities

Separately reports the portion due of each debt type within one year from the end of the reporting period

Amortization Schedule
### 2019 Gateway Changes

<table>
<thead>
<tr>
<th>Debt Class</th>
<th>Description or Purpose</th>
<th>Beginning Principal</th>
<th>Additions</th>
<th>Reductions</th>
<th>Ending Principal Balance as of December 31, 201X</th>
<th>Principal and Interest Due in 201X</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governmental Activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Enterprise</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Enterprise</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Enterprise</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 2019 Audit Reports

#### Note X. Long-term Debt

A. Changes in Long-term Debt

Changes in long-term obligations for the year ended December 31, 2019, are as follows:

<table>
<thead>
<tr>
<th>Town (non-Utility)</th>
<th>Revenue Bonds</th>
<th>Other Bonds</th>
<th>Water Utility</th>
<th>Notes and Loans Payable</th>
<th>Wastewater Utility</th>
<th>Revenue Bonds</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Balance 1/1/2019</td>
<td>$ 605,000</td>
<td>$ 3,573,795</td>
<td>$ 2,812,824</td>
<td>$ 2,750,000</td>
<td>$ 9,741,619</td>
<td>$ 4,774,377</td>
<td>$ 5,013,810</td>
</tr>
<tr>
<td>Additions</td>
<td>$ 72,756</td>
<td>$ 201,621</td>
<td>$ 1,500,000</td>
<td>$ 3,000,000</td>
<td>$ 4,774,377</td>
<td>$ 5,013,810</td>
<td>$ 542,804</td>
</tr>
<tr>
<td>Reductions</td>
<td>$ 92,756</td>
<td>$ 111,054</td>
<td>$ 1,673,000</td>
<td>$ 3,137,000</td>
<td>$ 5,013,810</td>
<td>$ 191,560</td>
<td>$ 542,804</td>
</tr>
<tr>
<td>Ending Balance 12/31/19</td>
<td>$ 585,000</td>
<td>$ 3,664,362</td>
<td>$ 2,639,824</td>
<td>$ 2,613,000</td>
<td>$ 9,502,186</td>
<td>$ 42,526</td>
<td>$ 30,000</td>
</tr>
<tr>
<td>Due Within One Year</td>
<td>$ 42,526</td>
<td>$ 30,000</td>
<td>$ 278,718</td>
<td>$ 191,560</td>
<td>$ 542,804</td>
<td>$ 191,560</td>
<td>$ 542,804</td>
</tr>
</tbody>
</table>
2019 Audit Reports

B. Debt Service Requirements to Maturity

Debt service requirements on long-term debt at December 31, 2019, are as follows:

<table>
<thead>
<tr>
<th>Year Ended</th>
<th>Other Bonds</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Principal</td>
<td>Interest</td>
<td>Total</td>
<td></td>
</tr>
<tr>
<td>2019</td>
<td>20,000</td>
<td>22,526</td>
<td>42,526</td>
<td></td>
</tr>
<tr>
<td>2020</td>
<td>30,000</td>
<td>22,101</td>
<td>42,101</td>
<td></td>
</tr>
<tr>
<td>2021</td>
<td>30,000</td>
<td>21,538</td>
<td>51,538</td>
<td></td>
</tr>
<tr>
<td>2022</td>
<td>30,000</td>
<td>20,751</td>
<td>50,751</td>
<td></td>
</tr>
<tr>
<td>2023-2017</td>
<td>150,000</td>
<td>19,851</td>
<td>49,851</td>
<td></td>
</tr>
<tr>
<td>2028-2032</td>
<td>180,000</td>
<td>83,504</td>
<td>233,504</td>
<td></td>
</tr>
<tr>
<td>2033-2035</td>
<td>125,000</td>
<td>51,291</td>
<td>231,291</td>
<td></td>
</tr>
<tr>
<td></td>
<td>565,000</td>
<td>241,562</td>
<td>701,562</td>
<td></td>
</tr>
</tbody>
</table>

2018 AFR Unit Questions

5. Does your unit have any outstanding debt?
Debt can be in the form of bonds, notes, loans, or judgments payable over more than one year. Leases are considered separately (see question 6 below).

6. Does your unit have any outstanding leases?
A contract by which one party conveys land, property, services, etc., to another for a specified time, usually in return for a periodic payment.
2018 AFR Lease Schedule

Leases

Governmental Activities

<table>
<thead>
<tr>
<th>Delete</th>
<th>Lessor</th>
<th>Description or Purpose</th>
<th>Annual Lease Payment Due in 2019</th>
<th>Lease Beginning Date MM/DD/YYYY</th>
<th>Lease Ending Date MM/DD/YYYY</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒</td>
<td>EDC Lease Rental Rev Ref Bonds of 2016</td>
<td>Northfield Drive - 5th to 267</td>
<td>$704,000.00</td>
<td>08/30/2016</td>
<td>02/01/2029</td>
</tr>
<tr>
<td>☒</td>
<td>EDC Lease Rental Bonds of 2015A $7,576,000</td>
<td>Ronald Reagan</td>
<td>$381,000.00</td>
<td>07/01/2015</td>
<td>08/01/2039</td>
</tr>
<tr>
<td>☒</td>
<td>EDC Lease Rental Bonds of 2015A $6,770,000</td>
<td>Tilden Road</td>
<td>$514,000.00</td>
<td>07/01/2016</td>
<td>01/01/2025</td>
</tr>
</tbody>
</table>

Audit Report Schedules
(2018 and years prior)

*Unaudited Supplementary Information

SCHEDULE OF LEASES AND DEBT
December 31, 2017

<table>
<thead>
<tr>
<th>Lessor</th>
<th>Purpose</th>
<th>Annual Lease Payment</th>
<th>Lease Beginning Date</th>
<th>Lease Ending Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governmental activities:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brownsburg Fire Station Building Corp $1 460,000</td>
<td>Downtown Fire Station</td>
<td>$164,000</td>
<td>7/1/2015</td>
<td>1/1/2025</td>
</tr>
<tr>
<td>First Mortgage Refunding Bond</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brownsburg Municipal Building Corp. 1st Mortgage Refunding Bonds Series 2013</td>
<td>Municipal Complex</td>
<td>1,181,000</td>
<td>7/1/2013</td>
<td>1/1/2029</td>
</tr>
</tbody>
</table>
Supplementary Information

OTHER INFORMATION - UNAUDITED

The Town’s Annual Financial Report information can be found on the Indiana Gateway for Government Units website: https://gateway.ifionline.org/.

*****

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Independent Auditor’s Report

Other Matters

Other Information

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2019 Updates

Audited Note Disclosure - Leases

- General Description of Leasing Arrangements
- Principal and Interest Requirements to Maturity

2019 Audit reports

Note X. Leases

The Town has entered into capital lease for three police cars. The lease term began on January 15, 2017, and ends on July 15, 2021. The lease is being paid in semi-annual installments as defined in the schedule of rental payments of the lease agreement.

Principal and interest requirements to maturity as of December 31, 2019, are as follows:

<table>
<thead>
<tr>
<th>Year Ended December 31</th>
<th>Principal</th>
<th>Interest</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>14,988</td>
<td>1,186</td>
<td>16,174</td>
</tr>
<tr>
<td>2018</td>
<td>14,988</td>
<td>873</td>
<td>15,861</td>
</tr>
<tr>
<td>2020</td>
<td>14,988</td>
<td>565</td>
<td>15,553</td>
</tr>
<tr>
<td>2021</td>
<td>14,988</td>
<td>245</td>
<td>15,233</td>
</tr>
<tr>
<td>2022</td>
<td>14,988</td>
<td>123</td>
<td>15,111</td>
</tr>
<tr>
<td>2023-2027</td>
<td>74,940</td>
<td>2,992</td>
<td>77,932</td>
</tr>
<tr>
<td>Totals</td>
<td>74,940</td>
<td>2,992</td>
<td>77,932</td>
</tr>
</tbody>
</table>
Recap

Notes to the Financial Statements - Audited

Long Term Debt
- Changes in Long-term Debt
- Debt Service Requirement to Maturity

Leases
- General Description
- Principal and Interest Requirements to Maturity

Checklist - Long-Term Debt

- Identify long-term debt by major class
- Identify each major class by activity
- Determine the beginning balance of each debt class by activity
- Determine additions and reductions in long-term debt balances
- Determine the ending balance of each debt class by activity
- Determine the portion of each long-term debt type due within one year
- Complete Debt Management Report information
- Update Debt Management Report as needed
Audit Information - Long-Term Debt

- Bond Ordinances
- Debt Instruments with Amortization Schedules
- Ledger Balances and activity for each Bond Fund
- Bank Reconciliations
- Claims and Supporting Documentation for payments
- Internal Controls Over Financial Transactions and Reporting

Checklist - Leases

- General Description of Lease Arrangements
- Name of Lessor
- Lease Beginning Date
- Lease Ending Date
- Annual Lease Payment
- Complete Debt Management Report information
- Update Debt Management Report as needed
Audit Information - Leases

- Lease Agreements
- Claims and Supporting Documentation for payments
- Internal Controls Over Financial Transactions and Reporting

Contact Information

Todd Caldwell     Susan Gordon

Cities and Towns email:  Cities.towns@sboa.in.gov
Special Districts email:  Specialdistricts@sboa.in.gov

Telephone:  317-232-2513
Accounting and Reporting of Capital Assets
Introduction

Part One

- Updates to Regulatory Format
- Updates to Gateway Annual Financial Report (AFR)
- Capital Assets Ledger
- Internal Controls over Financial Transactions and Reporting

Part Two

- Capitalization Policy
- Classes of Capital Assets
- Valuation of Capital Assets
- Estimating Useful Lives

Overview

Regulatory Basis of Accounting

Prescribed by the State Examiner

Updates for 2019 Capital Asset Reporting
SBOA Accounting Guidelines

▶ Accounting and Uniform Compliance Guidelines Manuals

▶ Bulletins

▶ www.in.gov/sboa

Prescribed Form

CAPITAL ASSETS LEDGER

FUND _______________________

DEPARTMENT OR BUILDING _______________________

<table>
<thead>
<tr>
<th>Date of Purchase</th>
<th>Description of Asset</th>
<th>Serial Number</th>
<th>Location of Asset</th>
<th>Original Cost of Asset</th>
<th>Estimated Life of Asset</th>
<th>Date of Disposal of Asset</th>
<th>Amount Received on Disposal or Trade in</th>
<th>Land</th>
<th>Buildings</th>
<th>Improvements Other Than Buildings</th>
<th>Machinery and Equipment</th>
<th>Construction in Progress</th>
<th>Total Capital Assets</th>
</tr>
</thead>
</table>
2018 Unit Questions

AFR Unit Questions

7. Do you maintain records listing the types and values of assets owned by the unit? Assets include land, buildings, infrastructure, vehicles, equipment, etc.

2018 Gateway Reporting

Capital Assets

Using your Capital Asset records complete the Schedule of Capital Assets (land, building, equipment, etc) as of the end of the year. If you have infrastructure, but don’t have valuations for it, submit the Annual Report with a temporary value of $9.99 and estimate the value later. See this page for information on various methodologies for estimating the value of infrastructure. Once you have estimated the value, correct the Annual Report and resubmit.

Make sure to press the ENTER key on the keyboard after entering a number to make sure it is saved!

<table>
<thead>
<tr>
<th>Government or Enterprise</th>
<th>Land</th>
<th>Infrastructure</th>
<th>Building</th>
<th>Improvements Other Than Buildings</th>
<th>Machinery, Equipment, and Vehicles</th>
<th>Construction in Progress</th>
<th>Books and Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governmental Activities</td>
<td>$0.00</td>
<td>$208,363.00</td>
<td>$333,261.00</td>
<td>$158,998.00</td>
<td>$227,012.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>WASTE/WATER UTILITY (Wastewater Utility)</td>
<td>$8,223.00</td>
<td>$351,065.00</td>
<td>$312,935.00</td>
<td>$512,080.00</td>
<td>$581,027.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>WATER UTILITY (Water Utility)</td>
<td>$994.00</td>
<td>$434,725.00</td>
<td>$122,470.00</td>
<td>$9,966.00</td>
<td>$189,264.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>
2018 Regulatory Format
(and years prior)

*Unaudited Supplementary Information

*Ending Balance Only

*Compliance

Supplementary Information

OTHER INFORMATION - UNAUDITED


*****

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Independent Auditor’s Report

Other Matters

Other Information

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2019 Updates

Capital Asset Additions and Reductions

Supplementary Information

Audit Procedures applied

Compliance
2019 Gateway reporting

<table>
<thead>
<tr>
<th>Government or Enterprise</th>
<th>Beginning Balance</th>
<th>Additions</th>
<th>Reductions</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Government Activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Infrastructure</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Improvements other than Buildings</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Machinery, Equipment and Vehicles</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction in Progress</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Books and Other</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Enterprise</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Capital Assets

Beginning Balance 2019

- 2018 AFR Ending Balance

<table>
<thead>
<tr>
<th>Government or Enterprise</th>
<th>Land</th>
<th>Infrastructure</th>
<th>Building</th>
<th>Improvements Other Than Buildings</th>
<th>Machinery, Equipment, and Vehicles</th>
<th>Construction In Progress</th>
<th>Books and Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governmental Activities</td>
<td>$2,603,201.43</td>
<td>$1,591,230.56</td>
<td>$17,735,551.14</td>
<td>$0.00</td>
<td>$19,079,705.05</td>
<td>$0.00</td>
<td>$1,362,750.62</td>
</tr>
<tr>
<td>STORM WATER (Storm Water Utility)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>WASTEWATER (Wastewater Utility)</td>
<td>$196,503.00</td>
<td>$4,280,504.73</td>
<td>$16,086,540.46</td>
<td>$0.00</td>
<td>$968,092.15</td>
<td>$16,600,600.60</td>
<td>$809,021.11</td>
</tr>
<tr>
<td>WATER (Water Utility)</td>
<td>$283,119.19</td>
<td>$1,435,930.23</td>
<td>$3,658,664.00</td>
<td>$0.00</td>
<td>$448,829.95</td>
<td>$0.00</td>
<td>$624,050.30</td>
</tr>
</tbody>
</table>
### Beginning Balance 2019

- December 31, 2018 Capital Asset Ledger - Total Assets

<table>
<thead>
<tr>
<th>Types of Capital Assets</th>
<th>Land</th>
<th>Infrastructure</th>
<th>Buildings</th>
<th>Improvements Other Than Buildings</th>
<th>Machinery and Equipment</th>
<th>Construction in Progress</th>
<th>Total Capital Assets</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Additions

<table>
<thead>
<tr>
<th>Date of Purchase</th>
<th>Description Include Name of Department or Office If General Fund</th>
<th>Serial/Identification Number</th>
<th>Location of Asset</th>
<th>Original Cost of Asset</th>
<th>Estimated Life of Asset</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Types of Capital Assets</th>
<th>Land</th>
<th>Infrastructure</th>
<th>Buildings</th>
<th>Improvements Other Than Buildings</th>
<th>Machinery and Equipment</th>
<th>Construction in Progress</th>
<th>Total Capital Assets</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</table>

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### Reductions

<table>
<thead>
<tr>
<th>Date of Purchase</th>
<th>Description Include: Name of Department or Office if General Fund</th>
<th>Serial Identification Number</th>
<th>Location of Asset</th>
<th>Original Cost of Asset</th>
<th>Estimated Life of Asset</th>
<th>Date of Disposal of Asset</th>
<th>Amount Received on Disposal or Trade in</th>
</tr>
</thead>
<tbody>
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</table>

#### Types of Capital Assets

<table>
<thead>
<tr>
<th>Land</th>
<th>Infrastructure</th>
<th>Buildings</th>
<th>Improvements Other Than Buildings</th>
<th>Machinery and Equipment</th>
<th>Construction in Progress</th>
<th>Total Capital Assets</th>
</tr>
</thead>
<tbody>
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### Ending balance

<table>
<thead>
<tr>
<th>Land</th>
<th>Infrastructure</th>
<th>Buildings</th>
<th>Improvements Other Than Buildings</th>
<th>Machinery and Equipment</th>
<th>Construction in Progress</th>
<th>Total Capital Assets</th>
</tr>
</thead>
<tbody>
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</table>
Capital Assets Part II

How do we get started?

- Gain an understanding of capital asset accounting
- Implement Policies and Procedures
- Maintain Capital Asset Ledger
What is a capital asset?
(GASB 34 para 19)

Land
Infrastructure
Buildings
Improvements other than Buildings
Machinery, Equipment & Vehicles
Construction in Progress
Books and Other

*used in operations and has a useful life extending beyond a single reporting period

Which capital assets go on the schedule?

Capitalization Policy
Classes of Assets
Resources
Valuation of Capital Assets

Historical Cost

Estimating Historical Cost

- “Going Price” at the time of acquisition
- Consumer Price Index calculation
Classes of Capital Assets

Land
Infrastructure
Buildings
Improvements other than Buildings
Machinery, Equipment & Vehicles
Construction in Progress
Books and Other
Special Considerations

Repairs and Maintenance

Improvements

Impairments

Special Considerations

Donated Capital Assets

Construction

Trade In's
Estimating Useful Lives

Capital Assets Ledger

Documented Basis for Determination

Resources

Checklist

- Establish Capitalization Policy
- Maintain Capital Assets Ledger (prescribed form)
- Identify Capital Assets by Activity
- Identify Capital Assets by Major Class
- Confirm Beginning Balance for 2019
- Report Additions to Capital Assets
- Report Reductions in Capital Assets
- Compare Ending Balance to Capital Assets Ledger
- Document Basis for Valuation and Estimated Useful Life
- Establish Internal Controls
2019 Audit Information

- Capitalization Policy
- Capital Assets Ledger
- Supporting Documentation
- Documented Basis for Asset Valuation
- Documented Basis for Estimated Useful Lives
- Internal Controls

Sources

Bulletin and Uniform Compliance Guidelines
- Cities and Towns: Establishing the Estimated Cost of Capital Assets, June 2018 p. 29
- Cities and Towns: Inventories of Capital Assets, March 2014, p. 3
- Special Districts: Inventories of Capital Assets, March 2019 p. 2
- Special Districts: Establishing the Estimated Cost of Capital Assets, March 2019 p. 3

Accounting and Uniform Compliance Guidelines Manual
- Cities and Towns: Depreciation of Utility Assets, p. 3-55; Estimated Useful Lives of Capital Assets p. 3-58
- Special Districts: Capital Assets, p. 1-3

SBOA Best practices; www.in.gov/sboa

Government Accounting Standards Board, GASB 34, www.gasb.org

Government Finance Officers Association, www.gfoa.org
- Estimated Useful Lives of Capital Assets
- Capitalization Thresholds for Capital Assets
- Control Over Items That are not Capitalized
Contact Information

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