

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2765

EXAMINATION REPORT

OF

CLEVELAND TOWNSHIP

ELKHART COUNTY, INDIANA

January 1, 2004 to December 31, 2005



FILED
08/16/2006

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Kathy J. Gordon	01-01-03 to 12-31-06
Chairman of the Township Board	Walter H. Luebke, Jr.	01-01-04 to 12-31-05



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF CLEVELAND TOWNSHIP, ELKHART COUNTY, INDIANA

We have examined the schedules of receipts, disbursements, and cash and investment balances of Cleveland Township (Township), for the period of January 1, 2004 to December 31, 2005. The Township's management is responsible for the schedules. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the schedule of receipts, disbursements, and cash and investment balances and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the schedules referred to above present fairly, in all material respects, the cash transactions of the Township for the years ended December 31, 2004 and 2005, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

June 29, 2006

CLEVELAND TOWNSHIP, ELKHART COUNTY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL AND FIDUCIARY FUND TYPES
As Of And For The Years Ended December 31, 2004 And 2005

	Cash and Investments 01-01-04	Receipts	Disbursements	Cash and Investments 12-31-04
Governmental Funds:				
General	\$ 124,585	\$ 176,491	\$ 122,691	\$ 178,385
Dog	1,196	915	1,328	783
Township Assistance	30,123	69,532	48,805	50,850
Firefighting	-	324,681	304,157	20,524
Park and Recreation	721	8,469	7,000	2,190
Emergency Medical Services	6,782	164,794	161,153	10,423
Cumulative Fire	41,297	121,508	72,000	90,805
Fiduciary Fund:				
Payroll Withholdings	-	10,010	9,011	999
Totals	<u>\$ 204,704</u>	<u>\$ 876,400</u>	<u>\$ 726,145</u>	<u>\$ 354,959</u>

	Cash and Investments 01-01-05	Receipts	Disbursements	Cash and Investments 12-31-05
Governmental Funds:				
General	\$ 178,385	\$ 14,842	\$ 126,489	\$ 66,738
Dog	783	904	487	1,200
Township Assistance	50,850	37,851	43,271	45,430
Firefighting	20,524	236,158	256,682	-
Park and Recreation	2,190	5,176	7,076	290
Emergency Medical Services	10,423	209,230	206,725	12,928
Cumulative Fire	90,805	83,373	81,819	92,359
Fiduciary Fund:				
Payroll Withholdings	999	7,102	7,477	624
Totals	<u>\$ 354,959</u>	<u>\$ 594,636</u>	<u>\$ 730,026</u>	<u>\$ 219,569</u>

The accompanying notes are an integral part of the schedules.

CLEVELAND TOWNSHIP, ELKHART COUNTY
NOTES TO SCHEDULES

Note 1. Introduction

The Township was established under the laws of the State of Indiana. The Township provides the following services: public safety, health and social services, culture and recreation, and general administrative services.

Note 2. Fund Accounting

The Township uses funds to report on its cash and investments and the results of its operations on a cash basis. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

Note 3. Budgets

The operating budget is initially prepared and approved at the local level. In addition, funds for which property taxes are levied are subject to final approval by the Indiana Department of Local Government Finance.

Note 4. Property Taxes

Property taxes levied are collected by the County Treasurer and are distributed to the Township in June and December. 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% of the true tax value (determined in accordance with rules and regulations adopted by the Department of Local Government Finance). Taxes may be paid in two equal installments which become delinquent if not paid by May 10 and November 10, respectively. All property taxes collected by the County Treasurer and available for distribution were distributed to the Township on or prior to December 31 of the year collected.

Note 5. Deposits and Investments

Deposits, made in accordance with Indiana Code 5-13, with financial institutions in the State of Indiana at year end were 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 statute (IC 5-13-9) authorizes the Township 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.

Note 6. Long-Term Debt

The Township has entered into a capital lease for fire equipment. The outstanding principal at December 31, 2005, was \$75,525.

Note 7. Subsequent Event

The Township is planning to enter into a loan for \$100,000 in 2006 to fund fire fighting expenses.

CLEVELAND TOWNSHIP, ELKHART COUNTY
EXIT CONFERENCE

The contents of this report were discussed on June 29, 2006, with Kathy J. Gordon, Trustee. Our examination disclosed no material items that warrant comment at this time.