

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

EXAMINATION REPORT
OF
CENTER TOWNSHIP
DELAWARE COUNTY, INDIANA
January 1, 2003 to December 31, 2005



FILED
12/13/2006

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Richard Shirey	01-01-03 to 12-31-06
Chairman of the Township Board	Robert Thompson	01-01-03 to 12-31-03
	Sherry Riggan	01-01-04 to 12-31-04
	Judy Rust	01-01-05 to 12-31-06



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF CENTER TOWNSHIP, DELAWARE COUNTY, INDIANA

We have examined the schedules of receipts, disbursements, and cash and investment balances of Center Township (Township), for the period of January 1, 2003 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, 2003, 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

November 1, 2006

CENTER TOWNSHIP, DELAWARE 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, 2003, 2004, And 2005

	Cash and Investments 01-01-03	Receipts	Disbursements	Cash and Investments 12-31-03
Governmental Funds:				
General	\$ 232,398	\$ 214,879	\$ 249,704	\$ 197,573
Dog	895	666	693	868
Township Assistance	972,298	909,583	1,254,054	627,827
Firefighting	247,672	780,443	545,905	482,210
Park and Recreation	183,147	211,289	231,620	162,816
Collins Cemetery	2,440	-	-	2,440
Fire Fund Expense Reimbursements	-	47,944	47,395	549
Cumulative Fire	43,812	52,209	-	96,021
Fiduciary Funds:				
Recreation Deposits	-	5,050	4,825	225
Payroll Withholdings	4,109	435,243	435,021	4,331
Totals	<u>\$ 1,686,771</u>	<u>\$ 2,657,306</u>	<u>\$ 2,769,217</u>	<u>\$ 1,574,860</u>

	Cash and Investments 01-01-04	Receipts	Disbursements	Cash and Investments 12-31-04
Governmental Funds:				
General	\$ 197,573	\$ 153,925	\$ 273,721	\$ 77,777
Dog	868	620	649	839
Federal Grants	-	77,015	77,272	(257)
Township Assistance	627,827	1,211,275	1,168,244	670,858
Firefighting	482,210	547,688	752,573	277,325
Park and Recreation	162,816	241,015	239,341	164,490
Collins Cemetery	2,440	-	-	2,440
Fire Fund Expense Reimbursements	549	15,531	8,565	7,515
Cumulative Fire	96,021	54,595	75,000	75,616
Fiduciary Funds:				
Recreation Deposits	225	6,550	5,950	825
Payroll Withholdings	4,331	482,893	478,641	8,583
Totals	<u>\$ 1,574,860</u>	<u>\$ 2,791,107</u>	<u>\$ 3,079,956</u>	<u>\$ 1,286,011</u>

	Cash and Investments 01-01-05	Receipts	Disbursements	Cash and Investments 12-31-05
Governmental Funds:				
General	\$ 77,777	\$ 284,566	\$ 296,139	\$ 66,204
Dog	839	522	551	810
Federal Grants	(257)	41,499	36,731	4,511
Township Assistance	670,858	1,298,026	1,261,234	707,650
Firefighting	277,325	593,207	785,888	84,644
Park and Recreation	164,490	316,342	320,931	159,901
Collins Cemetery	2,440	-	-	2,440
Fire Fund Expense Reimbursements	7,515	12,802	15,967	4,350
Levy Excess	-	102,711	-	102,711
Cumulative Fire	75,616	55,616	77,038	54,194
Fiduciary Funds:				
Recreation Deposits	825	4,588	4,463	950
Payroll Withholdings	8,583	536,597	538,493	6,687
Totals	<u>\$ 1,286,011</u>	<u>\$ 3,246,476</u>	<u>\$ 3,337,435</u>	<u>\$ 1,195,052</u>

The accompanying notes are an integral part of the schedules.

CENTER TOWNSHIP, DELAWARE 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 Indiana 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. The Township has entered into a loan for the purchase of fire equipment. The outstanding principal at December 31, 2005, was \$794,609.

CENTER TOWNSHIP, DELAWARE COUNTY
EXAMINATION RESULT AND COMMENT

COMPENSATION AND BENEFITS

A Fire Division Chief, a Fire Inspector, the EMS Director, and a Township Assistance Counselor were employed for the year 2005 but were not included on the salary resolution.

All compensation and benefits paid to officials and employees must be included in the labor contract, salary ordinance, resolution or salary schedule adopted by the governing body unless otherwise authorized by statute. Compensation should be made in a manner that will facilitate compliance with state and federal reporting requirements. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 17)

CENTER TOWNSHIP, DELAWARE COUNTY
EXIT CONFERENCE

The contents of this report were discussed on November 1, 2006, with Richard Shirey, Trustee; Debra A. Springer, Deputy Trustee; and Donald G. Yarvice, Office Manager. The officials concurred with our audit finding.