

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

EXAMINATION REPORT

OF

WARREN COUNTY, INDIANA

January 1, 2006 to December 31, 2006



**FILED**

05/02/2007



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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Auditor	Michelle Hetrick	01-01-06 to 12-31-10
Treasurer	Gail Altman	01-01-05 to 12-31-08
Clerk of the Circuit Court	Jacqueline Brier	01-01-03 to 12-31-10
Sheriff	William H. Miller Russell Hart	01-01-03 to 12-31-06 01-01-07 to 12-31-10
Recorder	Robin S. Weston-Hubner Mellisa Drake	01-01-03 to 12-31-06 01-01-07 to 12-31-10
President of the Board of County Commissioners	Thomas A. Hetrick	01-01-06 to 12-31-07
President of the County Council	Steve McIntosh	01-01-06 to 12-31-07



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS  
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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF WARREN COUNTY, INDIANA

We have examined the financial information presented herein of Warren County (County), for the period of January 1, 2006 to December 31, 2006. The County's management is responsible for the financial information presented herein. 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 financial information presented herein 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 financial information referred to above presents fairly, in all material respects, the financial information of the County for the year ended December 31, 2006, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

April 18, 2007

WARREN COUNTY  
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES  
ALL GOVERNMENTAL, PROPRIETARY, AND FIDUCIARY FUND TYPES  
As Of And For The Year Ended December 31, 2006

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
Rainy Day Fund	\$ 381,658	\$ 14,215	\$ -	\$ 395,873
Bi-State Drug Task Force	(32,172)	104,628	130,613	(58,157)
General	207,494	5,536,046	3,665,062	2,078,478
Election and Registration	163,724	63,716	50,538	176,902
Property Reassessment 99	(49,046)	498,517	94,286	355,185
Surveyor's Corner Perpetuation	1,465	2,595	-	4,060
Recorder's Records Perpetuation	1,790	13,903	9,157	6,536
State Sales Disclosure Fee	792	2,635	3,266	161
Juvenile Probation Services	7,536	2,670	2,750	7,456
Adult Probation Services	56,639	12,820	315	69,144
Probation User Fees	365	-	-	365
Pre-Trial Diversion	26,342	5,017	12,025	19,334
Extradition	28,959	5,500	-	34,459
County Misdemeanant	12,321	7,238	9,507	10,052
Supplemental Public Defender Service	102,096	10,029	-	112,125
Guardian Ad Litem	19,945	235	6,402	13,778
Motor Vehicle Highway	673,540	1,986,522	1,602,991	1,057,071
Local Road and Street	19,365	97,369	118,047	(1,313)
Cumulative Bridge	735,767	451,744	581,153	606,358
Health	327,501	13,776	111,200	230,077
County Alcohol and Drug Program	7,030	8,026	11,575	3,481
Family and Children	111,569	440,879	450,300	102,148
General Drain Improvement	(2,666)	16,962	27,119	(12,823)
Drainage Maintenance	114,076	53,187	34,246	133,017
Sale of County Owned Property	28,656	-	-	28,656
Jury Pay	19,846	2,950	-	22,796
Infraction Deferments	42,594	35,406	32,940	45,060
Sheriff's Radio Grant	1	-	-	1
Rescue Donations	285	-	-	285
Bail Administration Fee	2,135	4,267	-	6,402
Economic Development Income Tax	127,047	317,583	149,229	295,401
DUI Grant	1	-	-	1
Probation Office In/Out Patient	1,650	-	-	1,650
Welfare Reform Plan	420	-	-	420
Public Safety Training	11	-	11	-
Indiana Emergency Management Grant	820	-	820	-
Accident Report	1,545	430	1,267	708
Firearms Training	2,716	810	964	2,562
County Drug Free Community	6,111	10,018	9,453	6,676
User Fees	14,830	2,097	2,415	14,512
County Law Enforcement Continuing Education	3,605	2,801	947	5,459
Emergency Telephone System	2,878	100,227	71,192	31,913
Emergency Planning and Right to Know	10,908	4,382	1,165	14,125
Reassessment 2000	482,457	7,697	490,154	-
Cumulative Capital Development	(35,787)	154,152	75,879	42,486
Riverboat Revenue Sharing	100,260	52,979	19,659	133,580
Bridge 91	25,928	9,000	1,500	33,428
Warren County Law Enforcement	2,352	-	-	2,352

The accompanying notes are an integral part of the schedules.

WARREN COUNTY  
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES  
ALL GOVERNMENTAL, PROPRIETARY, AND FIDUCIARY FUND TYPES  
As Of And For The Year Ended December 31, 2006  
(Continued)

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds (continued):				
Community Emergency Response Team	910	-	910	-
Probation Administrative Fee	450	-	-	450
Homeland Security	-	4,500	4,500	-
Recorder's Security Protection	-	3,510	-	3,510
Help America Vote Act Title III	111,077	100	111,177	-
Help America Vote Act Section 102	41,496	-	41,496	-
Clerk's Records Perpetuation	9,817	2,998	-	12,815
Children's Treatment Fund	13,309	23,072	-	36,381
Park and Recreation	37,779	1,512	-	39,291
Sheriff K-9	-	10,705	9,822	883
CBNR Equipment Grant	1	-	1	-
Sheriff's Commissary	3,013	36,529	38,679	863
Proprietary Fund:				
Self-Insurance	14,061	686,653	676,621	24,093
Fiduciary Funds:				
Surplus Tax	(6,191)	26,763	1,176	19,396
Surplus Dog Tax	24	604	628	-
Tax Sale Redemption	538	4,807	4,792	553
Surplus Tax Sale	9,755	197,058	9,710	197,103
Payroll	22,108	2,873,743	2,842,625	53,226
Settlement	3,445	10,831,715	10,831,428	3,732
Education Plate Fee	-	1,012	1,012	-
City and Town Court Costs	3,721	4,174	6,095	1,800
Overweight Vehicle Fines	-	1,546	2,906	(1,360)
Welfare Trust	2,640	-	348	2,292
Health Care for the Indigent	-	23,822	23,822	-
State Law Enforcement Continuing Education	-	2,415	2,277	138
Followell Trust	27,033	33,604	25,001	35,636
Followell Principal Trust	75,000	-	-	75,000
Levy Excess	1,912	-	-	1,912
Congressional School Interest	46,454	-	5,432	41,022
Congressional School Principal	54,320	-	-	54,320
Inheritance Tax	43,486	110,173	97,043	56,616
Sheriff	1,160	46,767	47,747	180
Inmate Trust	439	20,413	20,727	125
Clerk of the Circuit Court	59,701	1,209,125	1,196,202	72,624
Recorder	4,846	47,466	48,286	4,026
Treasurer	3,362,525	9,575,240	12,574,110	363,655
County Home	2,233	23,837	23,837	2,233
Prosecuting Attorney	1,399	43,666	43,733	1,332
Probation	1,298	19,298	19,350	1,246
Totals	<u>\$ 7,707,118</u>	<u>\$ 35,919,855</u>	<u>\$ 36,489,640</u>	<u>\$ 7,137,333</u>

The accompanying notes are an integral part of the schedules.

WARREN COUNTY  
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The County was established under the laws of the State of Indiana. The County provides the following services: public safety; health, welfare, and social services; culture and recreation; public improvements; highways and roads; planning and zoning; and general administrative services.

Note 2. Fund Accounting

The County 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 or highway use taxes are received 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 County 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 County 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 County 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.

WARREN COUNTY  
NOTES TO FINANCIAL INFORMATION  
(Continued)

Note 6. Pension Plan

Public Employees' Retirement Fund

Plan Description

The County contributes to the Indiana Public Employees' Retirement Fund (PERF), a defined benefit pension plan. PERF is an agent multiple-employer public employee retirement system, which provides retirement benefits to plan members and beneficiaries. All full-time employees are eligible to participate in this defined benefit plan. State statutes (IC 5-10.2 and 5-10.3) govern, through the PERF Board, most requirements of the system, and give the County authority to contribute to the plan. The PERF retirement benefit consists of the pension provided by employer contributions plus an annuity provided by the member's annuity savings account. The annuity savings account consists of members' contributions, set by state statute at 3% of compensation, plus the interest credited to the member's account. The employer may elect to make the contributions on behalf of the member.

PERF administers the plan and issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole and for its participants. That report may be obtained by contacting:

Public Employees' Retirement Fund  
Harrison Building, Room 800  
143 West Market Street  
Indianapolis, IN 46204  
Ph. (317) 233-4162

Funding Policy and Annual Pension Cost

The contribution requirements of the plan members for PERF are established by the Board of Trustees of PERF.

WARREN COUNTY  
OTHER REPORT

The report presented herein was prepared in addition to another official report prepared for the individual county office listed below:

County Auditor

WARREN COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on April 18, 2007, with Michelle Hetrick, Auditor; and Thomas A. Hetrick, President of the Board of County Commissioners.