

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

EXAMINATION REPORT

OF

WESTCHESTER TOWNSHIP

PORTER COUNTY, INDIANA

January 1, 2005 to December 31, 2006



**FILED**

10/31/2007



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OFFICIALS

Office

Official

Term

Trustee

Suzanne Philbrick

01-01-03 to 12-31-10

Chairman of the  
Township Board

Thomas H. Smith  
Robin E. Chubb

01-01-05 to 12-31-05  
01-01-06 to 12-31-07



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF WESTCHESTER TOWNSHIP, PORTER COUNTY, INDIANA

We have examined the financial information presented herein of Westchester Township (Township), for the period of January 1, 2005 to December 31, 2006. The Township'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 Township for the years ended December 31, 2005 and 2006, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

September 17, 2007

WESTCHESTER TOWNSHIP, PORTER COUNTY  
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES  
ALL GOVERNMENTAL FUND TYPES  
As Of And For The Years Ended December 31, 2005 And 2006

	Cash and Investments 01-01-05	Receipts	Disbursements	Cash and Investments 12-31-05
Governmental Funds:				
Township	\$ 72,760	\$ 54,281	\$ 55,338	\$ 71,703
Dog	766	608	590	784
Township Assistance	34,033	24,845	39,350	19,528
Firefighting	4,028	42,116	42,769	3,375
Cumulative Fire	<u>150,159</u>	<u>55,421</u>	<u>20,714</u>	<u>184,866</u>
Totals	<u>\$ 261,746</u>	<u>\$ 177,271</u>	<u>\$ 158,761</u>	<u>\$ 280,256</u>

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
Township	\$ 71,703	\$ 40,504	\$ 45,418	\$ 66,789
Dog	784	491	671	604
Township Assistance	19,528	33,942	36,730	16,740
Firefighting	3,375	31,894	32,284	2,985
Rainy Day Fund	-	18,000	736	17,264
Cumulative Fire	<u>184,866</u>	<u>57,950</u>	<u>41,641</u>	<u>201,175</u>
Totals	<u>\$ 280,256</u>	<u>\$ 182,781</u>	<u>\$ 157,480</u>	<u>\$ 305,557</u>

The accompanying notes are an integral part of the financial information.

WESTCHESTER TOWNSHIP, PORTER COUNTY  
NOTES TO FINANCIAL INFORMATION

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, 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.

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. Subsequent Event

In accordance with state statutes, all counties were required to reassess property values prior to billing taxes in 2007. Significant delays in the reassessment process have resulted in delays in billing taxes in 2007. Currently, tax bills have not been mailed for the spring or fall installment, normally due in May and November. Officials anticipate billing the 2006 pay in 2007 property taxes in late November 2007. The taxes will be due and payable in one installment with an anticipated due date of December 15, 2007. Officials anticipate settlement will be in the beginning of March 2008.

WESTCHESTER TOWNSHIP, PORTER COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on September 19, 2007, with Suzanne Philbrick, Trustee. Our examination disclosed no material items that warrant comment at this time.