

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

EXAMINATION REPORT  
OF  
SCOTT TOWNSHIP  
VANDERBURGH COUNTY, INDIANA  
January 1, 2006 to December 31, 2007



**FILED**  
05/12/2008



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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Robert F. Harris	01-01-03 to 12-31-10
Chairman of the Township Board	James E. McCutchan	01-01-06 to 12-31-06
	Wayne D. Jackson, Sr.	01-01-07 to 12-31-07
	James E. McCutchan	01-01-08 to 12-31-08



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF SCOTT TOWNSHIP, VANDERBURGH COUNTY, INDIANA

We have examined the financial information presented herein of Scott Township (Township), for the period of January 1, 2006 to December 31, 2007. 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, 2006 and 2007, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

The Schedule of Long-Term Debt, as listed in the Table of Contents, is presented for additional analysis and is not a required part of the basic financial information. It has not been subjected to the examination procedures applied to the basic financial information, and accordingly, we express no opinion on it.

STATE BOARD OF ACCOUNTS

February 7, 2008

SCOTT TOWNSHIP, VANDERBURGH COUNTY  
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES  
ALL GOVERNMENTAL FUND TYPES  
As Of And For The Years Ended December 31, 2006 And 2007

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
Township	\$ 39,692	\$ 34,145	\$ 48,098	\$ 25,739
Dog	3,377	2,715	6,092	-
Township Assistance	14,955	-	2,704	12,251
Firefighting	1,039	327,163	318,891	9,311
Park and Recreation	11,984	23,657	16,810	18,831
Fire Equipment Debt	6,746	-	-	6,746
Emergency Medical Services	8,754	97,782	103,611	2,925
Park Bond Debt	(9,386)	93,463	40,183	43,894
Donations	450	-	-	450
Rainy Day	6,057	-	-	6,057
Cumulative Fire	157,015	102,169	72,237	186,947
Park Shelter Rental Fees	650	925	25	1,550
Totals	<u>\$ 241,333</u>	<u>\$ 682,019</u>	<u>\$ 608,651</u>	<u>\$ 314,701</u>

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
Township	\$ 25,739	\$ 57,617	\$ 56,793	\$ 26,563
Township Assistance	12,251	-	746	11,505
Firefighting	9,311	340,723	350,000	34
Park and Recreation	18,831	8,495	10,445	16,881
Fire Equipment Debt	6,746	-	-	6,746
Emergency Medical Services	2,925	93,974	96,000	899
Park Bond Debt	43,894	115,710	77,508	82,096
Donations	450	750	-	1,200
Rainy Day	6,057	-	-	6,057
Cumulative Fire	186,947	118,715	110,505	195,157
Park Shelter Rental Fees	1,550	375	-	1,925
Totals	<u>\$ 314,701</u>	<u>\$ 736,359</u>	<u>\$ 701,997</u>	<u>\$ 349,063</u>

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

SCOTT TOWNSHIP, VANDERBURGH 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, 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.

SCOTT TOWNSHIP, VANDERBURGH COUNTY  
 SUPPLEMENTARY INFORMATION  
 SCHEDULE OF LONG-TERM DEBT  
 December 31, 2007

The Township has entered into the following debt:

Description of Debt	Ending Principal Balance	Principal and Interest Due Within One Year
Governmental Activities:		
Revenue bonds:		
Financed land acquisition of park	\$ 336,000	\$ 81,569

SCOTT TOWNSHIP, VANDERBURGH COUNTY  
EXAMINATION RESULTS AND COMMENTS

PRESCRIBED FORMS

The following prescribed forms were not in use:

Township Form 16 - Township Trustee's Receipt  
General Form 369 - Capital Asset Ledger

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

DEPOSIT OF PUBLIC FUNDS

We noted instances where the Trustee was making deposits only once a month.

Indiana Code 5-13-6-1(c) states in part: "The public funds collected by township trustees shall be deposited in the designated depository on or before the first and fifteenth day of each month."

SCOTT TOWNSHIP, VANDERBURGH COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on February 7, 2008, with Robert F. Harris, Trustee; and Barbara Harris, Clerk. The officials concurred with our findings.