

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

EXAMINATION REPORT  
OF  
WASHINGTON TOWNSHIP  
ALLEN COUNTY, INDIANA  
January 1, 2006 to December 31, 2007



**FILED**  
02/13/2009



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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Robert E. Arnold	01-01-03 to 12-31-10
Chairman of the Township Board	Douglas D. Rodenbeck	01-01-06 to 12-31-08



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF WASHINGTON TOWNSHIP, ALLEN COUNTY, INDIANA

We have examined the financial information presented herein of Washington 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 Capital Assets, 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 this schedule.

STATE BOARD OF ACCOUNTS

January 8, 2009

WASHINGTON TOWNSHIP, ALLEN 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	\$ 56,418	\$ 78,735	\$ 65,164	\$ 69,989
Dog	537	387	924	-
Township Assistance	43,169	85,133	101,095	27,207
Firefighting	152,961	81,828	125,754	109,035
Park and Recreation	11,043	2,503	3,818	9,728
Levy Excess	2,394	3,039	2,394	3,039
Emergency Ambulance/Medical Service	48,364	75,474	81,188	42,650
Emergency Ambulance/Medical Service Equipment	17,268	793	161	17,900
Cumulative Fire	278,654	47,461	631	325,484
Totals	<u>\$ 610,808</u>	<u>\$ 375,353</u>	<u>\$ 381,129</u>	<u>\$ 605,032</u>

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
Township	\$ 69,989	\$ 94,725	\$ 93,521	\$ 71,193
Township Assistance	27,207	163,159	123,251	67,115
Firefighting	109,035	93,637	114,802	87,870
Park and Recreation	9,728	5,350	3,451	11,627
Levy Excess	3,039	-	3,039	-
Emergency Ambulance/Medical Service	42,650	103,181	4,789	141,042
Emergency Ambulance/Medical Service Equipment	17,900	1,095	80,417	(61,422)
Cumulative Fire	325,484	40,604	-	366,088
Totals	<u>\$ 605,032</u>	<u>\$ 501,751</u>	<u>\$ 423,270</u>	<u>\$ 683,513</u>

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

WASHINGTON TOWNSHIP, ALLEN 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 IC 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.

WASHINGTON TOWNSHIP, ALLEN COUNTY  
SUPPLEMENTARY INFORMATION  
SCHEDULE OF CAPITAL ASSETS

December 31, 2007

Capital assets are reported at actual or estimated historical cost based on appraisals or deflated current replacement cost. Contributed or donated assets are reported at estimated fair value at the time received.

<u>Primary Government</u>	<u>Ending Balance</u>
Governmental activities:	
Capital assets, not being depreciated:	
Land	\$ 13,875
Buildings	224,523
Improvements other than buildings	37,662
Machinery and equipment	<u>920,046</u>
Total governmental activities, capital assets not being depreciated	<u>\$ 1,196,106</u>

WASHINGTON TOWNSHIP, ALLEN COUNTY  
EXAMINATION RESULT AND COMMENT

PENALTIES, INTEREST, AND OTHER CHARGES

Penalties totaling \$266.13 were paid to the Internal Revenue Service on May 7, 2007, for the period ending October 2006. A penalty of \$50.47 was also paid to the Indiana Department of Revenue on December 11, 2006, for the period ending October 2006.

Officials and employees have the duty to pay claims and remit taxes in a timely fashion. Failure to pay claims or remit taxes in a timely manner could be an indicator of serious financial problems which should be investigated by the governmental unit.

Additionally, officials and employees have a responsibility to perform duties in a manner which would not result in any unreasonable fees being assessed against the governmental unit.

Any penalties, interest or other charges paid by the governmental unit may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

WASHINGTON TOWNSHIP, ALLEN COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on January 8, 2009, with Robert E. Arnold, Trustee.  
The official concurred with our finding.