

B37330

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

EXAMINATION REPORT
OF
TOWN OF INDIAN VILLAGE
ST. JOSEPH COUNTY, INDIANA
January 1, 2007 to December 31, 2009



FILED
08/11/2010

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OFFICIALS

Office

Official

Term

Clerk-Treasurer

Catherine Schosker
Kay Naragon

01-01-04 to 09-07-09
09-08-09 to 12-31-11

President of the Town Council

Gerri Oppenheim

01-01-07 to 12-31-10



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE TOWN OF INDIAN VILLAGE, ST. JOSEPH COUNTY, INDIANA

We have examined the financial information presented herein of the Town of Indian Village (Town), for the period of January 1, 2007 to December 31, 2009. The Town'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 Town for the years ended December 31, 2007, 2008, and 2009, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

July 8, 2010

TOWN OF INDIAN VILLAGE
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL FUND TYPES
As Of And For The Years Ended December 31, 2007, 2008, And 2009

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
General	\$ 13,529	\$ 19,389	\$ 12,324	\$ 20,594
Motor Vehicle Highway	7,971	9,188	5,890	11,269
Local Road and Street	19,208	12,308	8,130	23,386
County Economic Development Income Tax	1,393	64	-	1,457
Rainy Day	1,417	-	-	1,417
Cumulative Capital Improvement	5,918	506	-	6,424
Major Moves	17,131	-	5,405	11,726
Totals	<u>\$ 66,567</u>	<u>\$ 41,455</u>	<u>\$ 31,749</u>	<u>\$ 76,273</u>

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
General	\$ 20,594	\$ 16,465	\$ 9,871	\$ 27,188
Motor Vehicle Highway	11,269	8,112	7,583	11,798
Local Road and Street	23,386	2,105	-	25,491
County Economic Development Income Tax	1,457	91	-	1,548
Rainy Day	1,417	12	-	1,429
Cumulative Capital Improvement	6,424	222	-	6,646
Major Moves	11,726	-	2,500	9,226
Totals	<u>\$ 76,273</u>	<u>\$ 27,007</u>	<u>\$ 19,954</u>	<u>\$ 83,326</u>

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
General	\$ 27,188	\$ 19,851	\$ 11,352	\$ 35,687
Motor Vehicle Highway	11,798	5,938	6,079	11,657
Local Road and Street	25,491	2,655	7,103	21,043
County Economic Development Income Tax	1,548	6	-	1,554
Rainy Day	1,429	-	-	1,429
Cumulative Capital Improvement	6,646	224	-	6,870
Major Moves	9,226	-	-	9,226
Totals	<u>\$ 83,326</u>	<u>\$ 28,674</u>	<u>\$ 24,534</u>	<u>\$ 87,466</u>

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

TOWN OF INDIAN VILLAGE
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The Town was established under the laws of the State of Indiana. The Town provides general administrative services.

Note 2. Fund Accounting

The Town 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 Town 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 Town 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 Town 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.

TOWN OF INDIAN VILLAGE
EXAMINATION RESULTS AND COMMENTS

LIST OF EMPLOYEES NOT FILED WITH COUNTY TREASURER

A list of employees was not certified to the County Treasurer for 2007, 2008, or 2009.

IC 6-1.1-22-14(a) states in part: "On or before June 1 and December 1 of each year . . . the disbursing officer of each political subdivision . . . shall certify the names and addresses of each person who has money due from the political subdivision to the treasurer of each county in which the political subdivision is located."

APPROPRIATIONS

The Town did not have a budget approved by the Indiana Department of Local Government and Finance for 2007 and 2009. The records presented for audit indicated the following expenditures in excess of budgeted appropriations:

<u>Fund</u>	<u>Years</u>	<u>Excess Amount Expended</u>
Major Moves	2007	\$ 405
Motor Vehicle Highway	2008	726
Local Road and Street	2008	905

IC 6-1.1-18-4 states in part: ". . . the proper officers of a political subdivision shall appropriate funds in such a manner that the expenditures for a year do not exceed its budget for that year as finally determined under this article."

PAYROLL DEDUCTIONS

Payments of payroll deductions for federal and state withholdings in 2009 were not accurately remitted to the appropriate agencies. Payments totaling \$536 were not paid to the federal and state agencies as of July 8, 2010.

Political subdivisions are required to comply with all rules, regulations, and filing requirements concerning reports and other procedural matters of federal and state agencies. Governmental units should file accurate reports required by federal and state agencies. Noncompliance may require corrective action. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7)

TOWN OF INDIAN VILLAGE
EXIT CONFERENCE

The contents of this report were discussed on July 8, 2010, with Kay Naragon, Clerk-Treasurer.