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

EXAMINATION REPORT
OF
TOWN OF LOSANTVILLE
RANDOLPH COUNTY, INDIANA
January 1, 2008 to December 31, 2009



FILED
11/12/2010

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	Nancy Hall	01-01-08 to 05-31-08
	Amber Hall	06-01-08 to 01-31-09
	Aimee Kuhn	02-01-09 to 09-27-09
	Amber Hall	09-28-09 to 12-31-11
President of the Town Council	Brent Hall	01-01-08 to 05-07-08
	Aaron Schaefer	05-08-08 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 LOSANTVILLE, RANDOLPH COUNTY, INDIANA

We have examined the financial information presented herein of the Town of Losantville (Town), for the period of January 1, 2008 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, 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

August 12, 2010

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

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
General	\$ 15,743	\$ 88,903	\$ 70,265	\$ 34,381
Motor Vehicle Highway	17,220	9,264	-	26,484
Local Road and Street	7,947	1,260	-	9,207
Law Enforcement Continuing Education	6	148	-	154
Riverboat	8,829	1,757	8,815	1,771
Rainy Day	11,302	1,311	12,281	332
Cumulative Capital Improvement	3,324	911	-	4,235
CEDIT Fire	812	-	-	812
Community Beautification	14	-	-	14
Totals	<u>\$ 65,197</u>	<u>\$ 103,554</u>	<u>\$ 91,361</u>	<u>\$ 77,390</u>

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
General	\$ 34,381	\$ 101,066	\$ 126,799	\$ 8,648
Motor Vehicle Highway	26,484	9,185	390	35,279
Local Road and Street	9,207	1,665	-	10,872
Law Enforcement Continuing Education	154	4	-	158
Riverboat	1,771	8,000	-	9,771
Rainy Day	332	4,180	50	4,462
Cumulative Capital Improvement	4,235	859	-	5,094
CEDIT Fire	812	-	-	812
Community Beautification	14	-	-	14
Totals	<u>\$ 77,390</u>	<u>\$ 124,959</u>	<u>\$ 127,239</u>	<u>\$ 75,110</u>

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

TOWN OF LOSANTVILLE
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The Town was established under the laws of the State of Indiana. The Town provides the following services: public safety, health and social services, culture and recreation, and 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.

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 LOSANTVILLE
EXAMINATION RESULTS AND COMMENTS

CAPITAL ASSET RECORDS

No capital asset records were presented for examination.

Every governmental unit should have a complete inventory of all capital assets owned which reflects their acquisition value. Such inventory should be recorded in the Capital Assets Ledger form. A complete inventory should be taken every year for good internal control and for verifying account balances carried in the accounting records. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 7)

ERRORS ON CLAIMS

The following deficiencies were noted on claims during the examination period:

Claims and/or invoices were not found for examination for all disbursements.

IC 5-11-10-1.6 states in part:

"(b) As used in this section, 'claim' means a bill or an invoice submitted to a governmental entity for goods or services."

"(c) The fiscal officer of a governmental entity may not draw a warrant or check for payment of a claim unless:

- (1) there is a fully itemized invoice or bill for the claim;
- (2) the invoice or bill is approved by the officer or person receiving the goods and services;
- (3) the invoice or bill is filed with the governmental entity's fiscal officer;
- (4) the fiscal officer audits and certifies before payment that the invoice or bill is true and correct; and
- (5) payment of the claim is allowed by the governmental entity's legislative body or the board or official having jurisdiction over allowance of payment of the claim."

TOWN OF LOSANTVILLE
RANDOLPH COUNTY
EXIT CONFERENCE

The contents of this report were discussed on August 12, 2010, with Amber Hall, Clerk-Treasurer.
The official concurred with our findings.