

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

AUDIT REPORT
OF
CARMEL REDEVELOPMENT COMMISSION
HAMILTON COUNTY, INDIANA
August 1, 2010 to December 31, 2010



FILED
08/16/2011

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Schedule of Officials	2
Transmittal Letter	3
Audit Results and Comments: Errors on Claims	4
Exit Conference.....	5

COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Treasurer	James Higgins	08-01-10 to 12-31-11
President of the Redevelopment Commission	Ron Carter William Hammer	08-01-10 to 10-24-10 10-25-10 to 12-31-11



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

TO: THE OFFICIALS OF THE CARMEL REDEVELOPMENT COMMISSION

We have audited the records of the Carmel Redevelopment Commission for the period from August 1, 2010 to December 31, 2010, and certify that the records and accountability for cash and other assets are satisfactory to the best of our knowledge and belief, except as stated in the Audit Results and Comments. The financial transactions of this office are reflected in the Annual Report of the City of Carmel for the year 2010.

STATE BOARD OF ACCOUNTS

July 20, 2011

CARMEL REDEVELOPMENT COMMISSION
AUDIT RESULTS AND COMMENTS

ERRORS ON CLAIMS

The Carmel Redevelopment Commission (CRC) has a process for approving claims paid by the unit; however, it is not in accordance with Indiana Code. The following deficiencies were noted on claims during the audit period:

1. A prescribed/approved claim form was not used for CRC claims.
2. CRC Claims were not signed off for approval by all board members.
3. CRC Claims were not signed off for approval by the treasurer.

Indiana Code 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."

CARMEL REDEVELOPMENT COMMISSION
EXIT CONFERENCE

The contents of this report were discussed on July 27, 2011, with James Higgins, Treasurer, and William Hammer, President of the Redevelopment Commission. The officials concurred with our audit finding.