

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

AUDIT REPORT
OF
COUNTY AUDITOR
WHITLEY COUNTY, INDIANA
January 1, 2011 to December 31, 2011



FILED
07/19/2012

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COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Auditor	Jennifer R. McGuire	01-01-11 to 12-31-14
President of the County Council	Kim H. Wheeler John M. Barrett	01-01-11 to 12-31-11 01-01-12 to 12-31-12
President of the Board of County Commissioners	Thomas B. Rethlake Donald A. Amber	01-01-11 to 12-31-11 01-01-12 to 12-31-12



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF WHITLEY COUNTY

We have audited the records of the County Auditor for the period from January 1, 2011 to December 31, 2011, 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 Whitley County for the year 2011.

STATE BOARD OF ACCOUNTS

May 22, 2012

COUNTY AUDITOR
WHITLEY COUNTY
AUDIT RESULTS AND COMMENTS

APPROPRIATIONS

The following funds had expenditures in excess of budgeted appropriations:

Fund	Excess Amount Expended
Local Road and Street	\$ 130,556
Rainy Day	854,314

A similar comment appeared in prior Report B38800.

Indiana Code 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."

OVERDRAWN CASH BALANCE

The cash balance of the HEA 1001-2008 State Homestead Credit Fund was overdrawn at December 31, 2011, in the amount of \$450. A similar comment appeared in prior Report B38800.

The cash balance of any fund may not be reduced below zero. Routinely overdrawn funds could be an indicator of serious financial problems which should be investigated by the governmental unit. (Accounting and Uniform Compliance Guidelines Manual for County Auditors, Chapter 14)

SURPLUS TAX, TAX SALE REDEMPTION, AND TAX SALE SURPLUS FUNDS

Financial records presented for audit of the Surplus Tax, Tax Sale Redemption, and Tax Sale Surplus Funds did not provide sufficient information to audit receipts, disbursements, ending balances, or the accuracy or correctness of the transactions. An accurate detail of individual items within each of these funds was not available for audit. A similar comment appeared in prior Report B38800.

Excess (surplus) tax shall be reported by the treasurer on the County Treasurer's Certificate of Tax Collections, County Form 49TC. The county treasurer is also required to file Ledger Form 65-STF, Surplus Tax Fund Ledger, listing in detail by taxing district each item of surplus tax collected, the total of which shall be receipted into the "Surplus Tax Fund." The detail ledger sheets shall be placed in the county auditor's ledger and be disbursed in the manner discussed on page 7-9. (Accounting and Uniform Compliance Guidelines Manual for County Auditors, Chapter 9)

At all times, the manual and/or computerized records, subsidiary ledgers, control ledger, and reconciled bank balance should agree. If the reconciled bank balance is less than the subsidiary or control ledgers, then the responsible official or employee may be held personally responsible for the amount needed to balance the fund. (Accounting and Uniform Compliance Guidelines Manual for County Auditors, Chapter 14)

COUNTY AUDITOR
WHITLEY COUNTY
EXIT CONFERENCE

The contents of this report were discussed on May 22, 2012, with Jennifer R. McGuire, Auditor; John M. Barrett, President of the County Council; and Donald A. Amber, President of the Board of County Commissioners. The officials concurred with our audit findings.