

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

FINANCIAL STATEMENTS EXAMINATION REPORT

OF

PERRY TOWNSHIP

MARION COUNTY, INDIANA

January 1, 2010 to December 31, 2011



FILED
02/14/2013

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Schedule of Officials	2
Independent Accountant's Report.....	3
Financial Statements:	
Statements of Receipts, Disbursements, and Cash and Investment Balances – Regulatory Basis	6-7
Notes to Financial Statements	8-11
Supplementary Information:	
Combining Schedules of Receipts, Disbursements, and Cash and Investment Balances – Regulatory Basis	14-17
Other Report	18
Exit Conference.....	19

SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Gary S. Coons	01-01-07 to 02-28-10
	(Vacant)	03-01-10 to 03-01-10
	Daniel T. Moriarty	03-02-10 to 12-31-14
Chairman of the Township Board	Pat Russell	01-01-10 to 12-31-11
	Randall Decker	01-01-12 to 12-31-12



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

INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF PERRY TOWNSHIP, MARION COUNTY, INDIANA

We have examined the accompanying financial statements of Perry Township (Township), for the years ended December 31, 2010 and 2011. The financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on the financial statements 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 statements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

As discussed in Note 1, the Township prepares its financial statements on the prescribed basis of accounting that demonstrates compliance with the reporting requirements established by the State Board of Accounts as allowed by state statute (IC 5-11-1-6), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The basis noted above is a different basis than that used in the prior year.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position and results of operations of the Township for the years ended December 31, 2010 and 2011, on the basis of accounting described in Note 1.

Our examination was conducted for the purpose of forming an opinion on the Townships financial statements. The Combining Schedules of Receipts, Disbursements, and Cash and Investment Balances – Regulatory Basis, as listed in the Table of Contents, are presented for additional analysis and are not required parts of the financial statements. They have not been subjected to the examination procedures applied to the financial statements and, accordingly, we express no opinion on them.

This report is intended solely for the information and use of the Township's management, Township Board, and others within the entity and is not intended to be and should not be used by anyone other than these specified parties. In accordance with Indiana Code 5-11-5-1, this report is a part of the public records of the State Board of Accounts and of the office examined.

STATE BOARD OF ACCOUNTS

October 18, 2012

(This page intentionally left blank.)

FINANCIAL STATEMENTS

The financial statements and accompanying notes were approved by management of the Township. The financial statements and notes are presented as intended by the Township.

PERRY TOWNSHIP, MARION COUNTY
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -
REGULATORY BASIS
For The Year Ended December 31, 2010

Fund	Cash and Investments 01-01-10	Receipts	Disbursements	Cash and Investments 12-31-10
Township	\$ 342,089	\$ 1,256,722	\$ 941,445	\$ 657,366
Township Assistance	169,526	288,526	212,453	245,599
Fire Fighting	2,019,771	3,420,682	5,422,625	17,828
Cumulative Fire	174,684	256,536	429,274	1,946
Fire Debt	-	3,367	-	3,367
Levy Excess	-	27,280	-	27,280
Rainy Day	286,323	140,000	-	426,323
Lease Rental Payment	189	-	-	189
Fire Pension	681,844	380	681,844	380
Fire Donations	4,144	-	4,144	-
Payroll Deductions	25,442	282,997	223,863	84,576
Small Claims Court	5,270	2,333,537	2,330,254	8,553
Totals	<u>\$ 3,709,282</u>	<u>\$ 8,010,027</u>	<u>\$ 10,245,902</u>	<u>\$ 1,473,407</u>

The notes to the financial statements are an integral part of this statement.

PERRY TOWNSHIP, MARION COUNTY
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -
REGULATORY BASIS
For The Year Ended December 31, 2011

Fund	Cash and Investments 01-01-11	Receipts	Disbursements	Cash and Investments 12-31-11
Township	\$ 657,366	\$ 1,127,447	\$ 932,021	\$ 852,792
Township Assistance	245,599	150,772	204,879	191,492
Fire Fighting	17,828	-	17,828	-
Rainy Day	426,323	253,435	-	679,758
Levy Excess	27,280	-	27,236	44
Cumulative Fire	1,946	-	1,946	-
Payroll Deductions	84,576	156,969	158,159	83,386
Fire Debt	3,367	-	3,367	-
Fire Pension	380	-	380	-
Lease Rental Payment	189	-	-	189
Small Claims Court	8,553	1,882,339	1,854,203	36,689
Totals	<u>\$ 1,473,407</u>	<u>\$ 3,570,962</u>	<u>\$ 3,200,019</u>	<u>\$ 1,844,350</u>

The notes to the financial statements are an integral part of this statement.

PERRY TOWNSHIP, MARION COUNTY
NOTES TO FINANCIAL STATEMENTS

Note 1. Summary of Significant Accounting Policies

A. Reporting Entity

The Township was established under the laws of the State of Indiana. The Township operates under a township trustee/township board form of government and provides some or all of the following services: public safety (fire), health and social services (township assistance), culture and recreation (parks and/or community centers), and general administrative services (weed and dog control).

The accompanying financial statements present the financial information for the Township.

B. Basis of Accounting

The financial statements are reported on a regulatory basis of accounting prescribed by the State Board of Accounts in accordance with state statute (IC 5-11-1-6), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Receipts are recorded when received and disbursements are recorded when paid.

The regulatory basis of accounting differs from accounting principles generally accepted in the United States of America in that receipts are recognized when received in cash, rather than when earned, and disbursements are recognized when paid, rather than when a liability is incurred.

C. Cash and Investments

Investments are stated at cost. Any changes in fair value of the investments are reported as receipts in the year of the sale of the investment.

D. Receipts

Receipts are presented in the aggregate on the face of the financial statements. The aggregate receipts include the following sources:

Taxes which can include one or more of the following: property taxes, certified shares (local option tax), property tax replacement credit (local option tax), county option income tax, wheel tax, innkeepers tax, food and beverage tax, county economic development income tax, boat and trailer excise tax, county adjusted gross income tax, and other taxes that are set by the Township.

Intergovernmental receipts which include receipts from other governments in the form of operating grants, entitlements, or payments in lieu of taxes. Examples of this type of receipts include, but are not limited to: federal grants, state grants, cigarette tax distributions received from the state, motor vehicle highway distribution received from the state, local road and street distribution received from the state, financial institution tax received from the state, auto excise surtax received from the state, commercial vehicle excise tax received from the state, major moves distributions received from the state, and riverboat receipts received from the county.

PERRY TOWNSHIP, MARION COUNTY
NOTES TO FINANCIAL STATEMENTS
(Continued)

Charges for services which can include, but are not limited to the following: planning commission charges, building department charges, copies of public records, copy machine charges, accident report copies, gun permit applications, 911 telephone services, recycling fees, dog pound fees, emergency medical service fees, park rental fees, swimming pool receipts, cable tv receipts, ordinance violations, fines and fees, bond forfeitures, court costs, and court receipts.

Fines and forfeits which include receipts derived from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations (fines), and for the neglect of official duty and monies derived from confiscating deposits held as performance guarantees (forfeitures).

Other receipts which include amounts received from various sources which can include, but are not limited to the following: net proceeds from borrowings; interfund loan activity; transfers authorized by statute, ordinance, resolution or court order; internal service receipts; and fiduciary receipts.

E. Disbursements

Disbursements are presented in the aggregate on the face of the financial statements. The aggregate disbursements include the following uses:

Personal services include outflows for salaries, wages, and related employee benefits provided for all persons employed. In those units where sick leave, vacation leave, overtime compensation, and other such benefits are appropriated separately, such payments would also be included.

Supplies which include articles and commodities that are entirely consumed and materially altered when used and/or show rapid depreciation after use for a short period of time. Examples of supplies include office supplies, operating supplies, and repair and maintenance supplies.

Other services and charges which include, but are not limited to: professional services, communication and transportation, printing and advertising, insurance, utility services, repairs and maintenance, and rental charges.

Capital outlay which include all outflows for land, infrastructure, buildings, improvements, and machinery and equipment having an appreciable and calculable period of usefulness.

Other disbursements which include, but are not limited to the following: interfund loan payments, loans made to other funds, internal service disbursements, and transfers out that are authorized by statute, ordinance, resolution, or court order.

F. Interfund Transfers

The Township may, from time to time, transfer money from one fund to another. These transfers, if any, are included as a part of the receipts and disbursements of the affected funds and as a part of total receipts and disbursements. The transfers are used for cash flow purposes as provided by various statutory provisions.

PERRY TOWNSHIP, MARION COUNTY
NOTES TO FINANCIAL STATEMENTS
(Continued)

G. Fund Accounting

Separate funds are established, maintained, and reported by the Township. Each fund is used to account for money received from and used for specific sources and uses as determined by various regulations. Restrictions on some funds are set by statute while other funds are internally restricted by the Township. The money accounted for in a specific fund may only be available for use for certain, legally restricted purposes. Additionally, some funds are used to account for assets held by the Township in a trustee capacity as an agent of individuals, private organizations, other funds, or other governmental units and therefore the funds cannot be used for any expenditures of the unit itself.

Note 2. Budgets

The operating budget is initially prepared and approved at the local level. The fiscal officer of the Township submits a proposed operating budget to the governing board for the following calendar year. The budget is advertised as required by law. Prior to adopting the budget, the governing board conducts public hearings and obtains taxpayer comments. Prior to November 1, the governing board approves the budget for the next year. The budget for funds for which property taxes are levied or highway use taxes are received is subject to final approval by the Indiana Department of Local Government Finance.

Note 3. Property Taxes

Property taxes levied are collected by the County Treasurer and are scheduled to be distributed to the Township in June and December; however, situations can arise which would delay the distributions. 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 percent 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 normally become delinquent if not paid by May 10 and November 10, respectively.

Note 4. Deposits and Investments

Deposits, made in accordance with state statute (IC 5-13), with financial institutions in the State of Indiana at year end should be 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 statutes authorize 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.

PERRY TOWNSHIP, MARION COUNTY
NOTES TO FINANCIAL STATEMENTS
(Continued)

Note 5. Risk Management

The Township may be exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; medical benefits to employees, retirees, and dependents; and natural disasters.

These risks can be mitigated through the purchase of insurance, establishment of a self-insurance fund, and/or participation in a risk pool. The purchase of insurance transfers the risk to an independent third party. The establishment of a self-insurance fund allows the Township to set aside money for claim settlements. The self-insurance fund would be included in the financial statements. The purpose of participation in a risk pool is to provide a medium for the funding and administration of the risks. These risks may also be mitigated by the Township by recording as a disbursement any replacement items purchased.

Note 6. Pension Plan

Public Employees' Retirement Fund

Plan Description

The Indiana Public Employees' Retirement Fund (PERF) is a defined benefit pension plan. PERF is an agent multiple-employer public employee retirement system, which provides retirement benefits to plan members and beneficiaries. All full-time employees are eligible to participate in this defined benefit plan. State statutes (IC 5-10.2 and 5-10.3) govern, through the Indiana Public Retirement System (INPRS) Board, most requirements of the system, and give the Township authority to contribute to the plan. The PERF retirement benefit consists of the pension provided by employer contributions plus an annuity provided by the member's annuity savings account. The annuity savings account consists of members' contributions, set by state statute at 3 percent of compensation, plus the interest credited to the member's account. The employer may elect to make the contributions on behalf of the member.

INPRS administers the plan and issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole and for its participants. That report may be obtained by contacting:

Indiana Public Retirement System
1 North Capital Street, Suite 001
Indianapolis, IN 46204
Ph. (888) 526-1687

Funding Policy and Annual Pension Cost

The contribution requirements of the plan members for PERF are established by the Board of Trustees of INPRS.

(This page intentionally left blank.)

SUPPLEMENTARY INFORMATION – UNAUDITED

For additional financial information, the Township's 2010 Annual Report can be found on the Indiana Transparency Portal website: www.in.gov/itp/annual_reports/.

For additional financial information, the Township's 2011 Annual Report information can be found on the Gateway website: <https://gateway.ifionline.org/>.

Differences may be noted between the financial information presented in the financial statements contained in this report and the financial information presented in the Annual Reports of the Township which are referenced above. These differences, if any, are due to adjustments made to the financial information during the course of the examination. This is a common occurrence in any financial statement examination. The financial information presented in this report is examined information, and the accuracy of such information can be determined by reading the opinion given in the Independent Accountant's Report.

The supplementary information presented was approved by management of the Township. It is presented as intended by the Township.

PERRY TOWNSHIP, MARION COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2010

	Township	Township Assistance	Fire Fighting	Cumulative Fire	Fire Debt	Levy Excess	Rainy Day
Cash and investments - beginning	\$ 342,089	\$ 169,526	\$ 2,019,771	\$ 174,684	\$ -	\$ -	\$ 286,323
Receipts:							
Taxes	963,041	275,530	3,406,659	256,534	3,364	-	-
Charges for services	5	2	14,023	2	3	-	-
Fines and forfeits	210,940	-	-	-	-	-	-
Other receipts	82,736	12,994	-	-	-	27,280	140,000
Total receipts	<u>1,256,722</u>	<u>288,526</u>	<u>3,420,682</u>	<u>256,536</u>	<u>3,367</u>	<u>27,280</u>	<u>140,000</u>
Disbursements:							
Personal services	571,502	130,111	62,382	-	-	-	-
Supplies	16,408	2,021	-	-	-	-	-
Other services and charges	169,621	10,880	5,360,243	-	-	-	-
Capital outlay	43,914	-	-	429,274	-	-	-
Other disbursements	140,000	69,441	-	-	-	-	-
Total disbursements	<u>941,445</u>	<u>212,453</u>	<u>5,422,625</u>	<u>429,274</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of receipts over disbursements	<u>315,277</u>	<u>76,073</u>	<u>(2,001,943)</u>	<u>(172,738)</u>	<u>3,367</u>	<u>27,280</u>	<u>140,000</u>
Cash and investments - ending	<u>\$ 657,366</u>	<u>\$ 245,599</u>	<u>\$ 17,828</u>	<u>\$ 1,946</u>	<u>\$ 3,367</u>	<u>\$ 27,280</u>	<u>\$ 426,323</u>

PERRY TOWNSHIP, MARION COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2010
 (Continued)

	Lease Rental Payment	Fire Pension	Fire Donations	Cash, Payroll Deductions	Small Claims Court	Totals
Cash and investments - beginning	\$ 189	\$ 681,844	\$ 4,144	\$ 25,442	\$ 5,270	\$ 3,709,282
Receipts:						
Taxes	-	379	-	-	-	4,905,507
Charges for services	-	1	-	-	-	14,036
Fines and forfeits	-	-	-	-	519,020	729,960
Other receipts	-	-	-	282,997	1,814,517	2,360,524
Total receipts	-	380	-	282,997	2,333,537	8,010,027
Disbursements:						
Personal services	-	-	-	223,863	-	987,858
Supplies	-	-	-	-	-	18,429
Other services and charges	-	681,844	4,144	-	515,390	6,742,122
Capital outlay	-	-	-	-	-	473,188
Other disbursements	-	-	-	-	1,814,864	2,024,305
Total disbursements	-	681,844	4,144	223,863	2,330,254	10,245,902
Excess (deficiency) of receipts over disbursements	-	(681,464)	(4,144)	59,134	3,283	(2,235,875)
Cash and investments - ending	\$ 189	\$ 380	\$ -	\$ 84,576	\$ 8,553	\$ 1,473,407

PERRY TOWNSHIP, MARION COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2011

	Township	Township Assistance	Fire Fighting	Rainy Day	Levy Excess	Cumulative Fire
Cash and investments - beginning	\$ 657,366	\$ 245,599	\$ 17,828	\$ 426,323	\$ 27,280	\$ 1,946
Receipts:						
Taxes	169,132	127,689	-	-	-	-
Intergovernmental	686,000	22,685	-	-	-	-
Fines and forfeits	221,739	-	-	-	-	-
Other receipts	50,576	398	-	253,435	-	-
Total receipts	<u>1,127,447</u>	<u>150,772</u>	<u>-</u>	<u>253,435</u>	<u>-</u>	<u>-</u>
Disbursements:						
Personal services	566,853	139,788	-	-	-	-
Supplies	14,786	1,010	-	-	-	-
Other services and charges	154,606	63,322	-	-	-	-
Capital outlay	104,279	759	-	-	-	-
Other disbursements	91,497	-	17,828	-	27,236	1,946
Total disbursements	<u>932,021</u>	<u>204,879</u>	<u>17,828</u>	<u>-</u>	<u>27,236</u>	<u>1,946</u>
Excess (deficiency) of receipts over disbursements	<u>195,426</u>	<u>(54,107)</u>	<u>(17,828)</u>	<u>253,435</u>	<u>(27,236)</u>	<u>(1,946)</u>
Cash and investments - ending	<u>\$ 852,792</u>	<u>\$ 191,492</u>	<u>\$ -</u>	<u>\$ 679,758</u>	<u>\$ 44</u>	<u>\$ -</u>

PERRY TOWNSHIP, MARION COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2011
 (Continued)

	Payroll Deductions	Fire Debt	Fire Pension	Lease Rental Payment	Small Claims Court	Totals
Cash and investments - beginning	\$ 84,576	\$ 3,367	\$ 380	\$ 189	\$ 8,553	\$ 1,473,407
Receipts:						
Taxes	-	-	-	-	-	296,821
Intergovernmental	-	-	-	-	-	708,685
Fines and forfeits	-	-	-	-	538,541	760,280
Other receipts	156,969	-	-	-	1,343,798	1,805,176
Total receipts	156,969	-	-	-	1,882,339	3,570,962
Disbursements:						
Personal services	-	-	-	-	-	706,641
Supplies	-	-	-	-	-	15,796
Other services and charges	-	-	-	-	508,761	726,689
Capital outlay	-	-	-	-	-	105,038
Other disbursements	158,159	3,367	380	-	1,345,442	1,645,855
Total disbursements	158,159	3,367	380	-	1,854,203	3,200,019
Excess (deficiency) of receipts over disbursements	(1,190)	(3,367)	(380)	-	28,136	370,943
Cash and investments - ending	\$ 83,386	\$ -	\$ -	\$ 189	\$ 36,689	\$ 1,844,350

PERRY TOWNSHIP
OTHER REPORT

The report presented herein was prepared in addition to other official report prepared for the individual Township office listed below:

Marion County Small Claims Court, Perry Township Division

PERRY TOWNSHIP, MARION COUNTY
EXIT CONFERENCE

The contents of this report were discussed on October 18, 2012, with Daniel T. Moriarty, Trustee; Judi Johnson-Stevens, Chief Deputy Trustee; and Randall Decker, Chairman of the Township Board. Our examination disclosed no material items that warrant comment at this time.