

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

AUDIT REPORT

OF

COUNTY ASSESSOR

MADISON COUNTY, INDIANA

January 1, 2012 to December 31, 2012



FILED
09/12/2013

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COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Assessor	Larry D. Davis	01-01-11 to 12-31-14
President of the Board of County Commissioners	John Richwine	01-01-12 to 12-31-13
President of the County Council	William Michael Phipps John Bostic	01-01-12 to 12-31-12 01-01-13 to 12-31-13



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF MADISON COUNTY

We have audited the records of the County Assessor for the period from January 1, 2012 to December 31, 2012, 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 Result and Comment. The financial transactions of this office are reflected in the Annual Report of Madison County for the year 2012.

STATE BOARD OF ACCOUNTS

July 29, 2013

COUNTY ASSESSOR
MADISON COUNTY
AUDIT RESULT AND COMMENT

COLLECTION OF AMOUNTS DUE

The amount of \$1,904.42 was due to the Rainy Day Fund as of December 31, 2012. The County Assessor ordered a vendor to print and mail prescribed Form 11. The initial order was based on an estimated quantity of 78,421 and included prices per document for production, explanation page, and mailing. Some changes were made to the original estimated order which reduced the quantity, but not all prices were adjusted for the reduced quantity. One of the last changes was on the January 31, 2012 invoice, which reflected a reduced quantity to 68,662 and stated it was the actual number mailed. This invoice reduced the price for postage. The other two costs (production and explanation page costs per unit) were not adjusted to the final quantity thus resulting in an incorrect billing and overpayment.

Governmental units have a responsibility to collect amounts owed to the governmental unit pursuant to procedures authorized by statute. (Accounting and Uniform Compliance Guidelines Manual for Indiana Counties, Chapter 1)

COUNTY ASSESSOR
MADISON COUNTY
EXIT CONFERENCES

The contents of this report were discussed on July 29, 2013, with Larry Davis, Assessor, and Connie Gardner, First Deputy. The officials concurred with our audit finding.

The contents of this report were discussed on July 30, 2013, with Jane Lyons, Auditor, and Stephanie Owens, County Commissioner.