

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

FINANCIAL STATEMENT EXAMINATION REPORT

OF

MENTONE AND TRI-TOWNSHIP FIRE CONTROL BOARD

KOSCIUSKO COUNTY, INDIANA

January 1, 2011 to December 31, 2012



FILED
10/02/2013

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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Treasurer	Barbara Ross	01-01-11 to 12-31-13
President of the Board	Timothy Croy	01-01-11 to 12-31-13



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE MENTONE AND TRI-TOWNSHIP
FIRE CONTROL BOARD, KOSCIUSKO COUNTY, INDIANA

We have examined the accompanying financial statement of the Mentone and Tri-Township Fire Control Board (District), for the period of January 1, 2011 to December 31, 2012. The financial statement is the responsibility of the District's management. Our responsibility is to express an opinion on the financial statement 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 District prepares its financial statement 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 effects on the financial statement of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

In our opinion, because of the matter discussed in the preceding paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position and results of operations of the District for the period of January 1, 2011 to December 31, 2012.

In our opinion, the financial statement referred to above presents fairly, in all material respects, the financial position and results of operations of the District for the period of January 1, 2011 to December 31, 2012, on the basis of accounting described in Note 1.

Our examination was conducted for the purpose of forming an opinion on the District's financial statement. 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 statement. They have not been subjected to the examination procedures applied to the financial statement and, accordingly, we express no opinion on them.

Bruce Hartman
State Examiner

September 16, 2013

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FINANCIAL STATEMENT

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

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MENTONE AND TRI-TWP FIRE CONTROL BOARD
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -
REGULATORY BASIS
For The Years Ended December 31, 2011 And 2012

Fund	Cash and Investments 01-01-11	Receipts	Disbursements	Cash and Investments 12-31-11	Receipts	Disbursements	Cash and Investments 12-31-12
General Fund	\$ 80,949	\$ 101,251	\$ 126,118	\$ 56,082	\$ 133,892	\$ 106,558	\$ 83,416
Grass Truck	-	29,891	29,891	-	-	-	-
Building	55,393	65,020	61,419	58,994	47,419	89,776	16,637
Totals	<u>\$ 136,342</u>	<u>\$ 196,162</u>	<u>\$ 217,428</u>	<u>\$ 115,076</u>	<u>\$ 181,311</u>	<u>\$ 196,334</u>	<u>\$ 100,053</u>

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

MENTONE AND TRI-TOWNSHIP FIRE CONTROL BOARD
NOTES TO FINANCIAL STATEMENT

Note 1. Summary of Significant Accounting Policies

A. Reporting Entity

The District was established under the laws of the State of Indiana. The District operates under an appointed governing board.

The accompanying financial statement presents the financial information for the District.

B. Basis of Accounting

The financial statement is 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 statement. The aggregate receipts include the following sources:

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.

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 statement. 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.

MENTONE AND TRI-TOWNSHIP FIRE CONTROL BOARD
NOTES TO FINANCIAL STATEMENTS
(Continued)

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.

Debt service principal and interest which include fixed obligations resulting from financial transactions previously entered into by the District. It includes all expenditures for the reduction of the principal and interest of the District's general obligation indebtedness.

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 District 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.

G. Fund Accounting

Separate funds are established, maintained, and reported by the District. 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 District. 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 District 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 District 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.

MENTONE AND TRI-TOWNSHIP FIRE CONTROL BOARD
NOTES TO FINANCIAL STATEMENTS
(Continued)

Note 3. *Property Taxes*

Property taxes levied are collected by the County Treasurer and are scheduled to be distributed to the District 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 District 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.

Note 5. *Risk Management*

The District 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 District to set aside money for claim settlements. The self-insurance fund would be included in the financial statement. The purpose of participation in a risk pool is to provide a medium for the funding and administration of the risks.

SUPPLEMENTARY INFORMATION – UNAUDITED

For additional financial information, the District's 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 statement contained in this report and the financial information presented in the Annual Reports of the District which is 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 District. It is presented as intended by the District.

MENTONE AND TRI-TWP FIRE CONTROL BOARD
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2011

	<u>General Fund</u>	<u>Grass Truck</u>	<u>Building</u>	<u>Totals</u>
Cash and investments - beginning	\$ 80,949	\$ -	\$ 55,393	\$ 136,342
Receipts:				
Charges for services	100,800	29,891	35,020	165,711
Other receipts	<u>451</u>	<u>-</u>	<u>30,000</u>	<u>30,451</u>
Total receipts	<u>101,251</u>	<u>29,891</u>	<u>65,020</u>	<u>196,162</u>
Disbursements:				
Personal services	16,299	-	-	16,299
Supplies	1,652	-	-	1,652
Other services and charges	40,024	-	-	40,024
Debt service - principal and interest	-	-	61,419	61,419
Capital outlay	38,143	29,891	-	68,034
Other disbursements	<u>30,000</u>	<u>-</u>	<u>-</u>	<u>30,000</u>
Total disbursements	<u>126,118</u>	<u>29,891</u>	<u>61,419</u>	<u>217,428</u>
Excess (deficiency) of receipts over disbursements	<u>(24,867)</u>	<u>-</u>	<u>3,601</u>	<u>(21,266)</u>
Cash and investments - ending	<u>\$ 56,082</u>	<u>\$ -</u>	<u>\$ 58,994</u>	<u>\$ 115,076</u>

MENTONE AND TRI-TWP FIRE CONTROL BOARD
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For The Year Ended December 31, 2012

	General Fund	Grass Truck	Building	Totals
Cash and investments - beginning	\$ 56,082	\$ -	\$ 58,994	\$ 115,076
Receipts:				
Charges for services	112,571	-	-	112,571
Other receipts	<u>21,321</u>	<u>-</u>	<u>47,419</u>	<u>68,740</u>
Total receipts	<u>133,892</u>	<u>-</u>	<u>47,419</u>	<u>181,311</u>
Disbursements:				
Personal services	16,495	-	-	16,495
Supplies	1,771	-	-	1,771
Other services and charges	36,938	-	-	36,938
Capital outlay	38,634	-	77,056	115,690
Other disbursements	<u>12,720</u>	<u>-</u>	<u>12,720</u>	<u>25,440</u>
Total disbursements	<u>106,558</u>	<u>-</u>	<u>89,776</u>	<u>196,334</u>
Excess (deficiency) of receipts over disbursements	<u>27,334</u>	<u>-</u>	<u>(42,357)</u>	<u>(15,023)</u>
Cash and investments - ending	<u>\$ 83,416</u>	<u>\$ -</u>	<u>\$ 16,637</u>	<u>\$ 100,053</u>

MENTONE AND TRI-TOWNSHIP FIRE CONTROL BOARD
EXIT CONFERENCE

The contents of this report were discussed on September 16, 2013, with Barbara Ross, Treasurer, and Timothy Croy, President of the Board. Our examination disclosed no material items that warrant comment at this time.