

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

FINANCIAL STATEMENTS EXAMINATION REPORT

OF

HAMBLEN FIRE PROTECTION DISTRICT

BROWN COUNTY, INDIANA

January 1, 2010 to December 31, 2012



**FILED**  
10/10/2013



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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Secretary/Treasurer	Roy Shea	01-01-10 to 12-31-13
President of the Board	Michael O'Neal	01-01-10 to 12-31-13



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE HAMBLEN FIRE PROTECTION DISTRICT, BROWN COUNTY, INDIANA

We have examined the accompanying financial statements of the Hamblen Fire Protection District (District), for the period of January 1, 2010 to December 31, 2012. The financial statements are the responsibility of the District'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 District 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 effects on the financial statements 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. The basis noted above is a different basis than that used in the prior period.

In our opinion, because of the matter discussed in the preceding paragraph, the financial statements referred to above do 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, 2010 to December 31, 2012.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position and results of operations of the District for the period of January 1, 2010 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 statements. The Combining Schedules of Receipts, Disbursements, and Cash and Investment Balances – Regulatory Basis, Schedule of Leases and Debt, and Schedule of Capital Assets, 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.

Bruce Hartman  
State Examiner

September 10, 2013

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## FINANCIAL STATEMENTS

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

HAMBLEN FIRE PROTECTION DISTRICT  
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
OPERATING	\$ 26,401	\$ 112,919	\$ 60,564	\$ 78,756
RAINY DAY	-	10,944	-	10,944
SPECIAL FIRE DEBT	-	102,855	71,274	31,581
LEVY EXCESS	-	273	-	273
Totals	<u>\$ 26,401</u>	<u>\$ 226,991</u>	<u>\$ 131,838</u>	<u>\$ 121,554</u>

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

HAMBLEN FIRE PROTECTION DISTRICT  
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
OPERATING	\$ 78,756	\$ 103,525	\$ 97,932	\$ 84,349	\$ 53,357	\$ 60,393	\$ 77,313
RAINY DAY	10,944	2,712	-	13,656	-	-	13,656
LEVY EXCESS	273	-	273	-	-	-	-
SPECIAL FIRE DEBT	31,581	240,000	271,581	-	41,700	22,477	19,223
CUMULATIVE FIRE	-	-	-	-	34,687	19,995	14,692
Totals	<u>\$ 121,554</u>	<u>\$ 346,237</u>	<u>\$ 369,786</u>	<u>\$ 98,005</u>	<u>\$ 129,744</u>	<u>\$ 102,865</u>	<u>\$ 124,884</u>

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

HAMBLÉN FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS

**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 statements present the financial information for the District.

*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 District.

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.

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.

HAMBLEN FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

*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.

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

HAMBLEN FIRE PROTECTION DISTRICT  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

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 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 statements. 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 Reports for years prior to 2011 can be found on the Indiana Transparency Portal website: [www.in.gov/itp/annual\\_reports/](http://www.in.gov/itp/annual_reports/).

For additional financial information, the District's Annual Report information for years 2011 and later 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 District 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 District. It is presented as intended by the District.

HAMBLEN FIRE PROTECTION DISTRICT  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For The Year Ended December 31, 2011

	<u>OPERATING</u>	<u>RAINY DAY</u>	<u>LEVY EXCESS</u>	<u>SPECIAL FIRE DEBT</u>	<u>CUMULATIVE FIRE</u>	<u>Totals</u>
Cash and investments - beginning	\$ 78,756	\$ 10,944	\$ 273	\$ 31,581	\$ -	\$ 121,554
Receipts:						
Taxes	33,386	-	-	-	-	33,386
Intergovernmental	34,413	-	-	-	-	34,413
Other receipts	<u>35,726</u>	<u>2,712</u>	<u>-</u>	<u>240,000</u>	<u>-</u>	<u>278,438</u>
Total receipts	<u>103,525</u>	<u>2,712</u>	<u>-</u>	<u>240,000</u>	<u>-</u>	<u>346,237</u>
Disbursements:						
Personal services	320	-	-	-	-	320
Other services and charges	64,650	-	-	-	-	64,650
Capital outlay	30,000	-	-	-	-	30,000
Other disbursements	<u>2,962</u>	<u>-</u>	<u>273</u>	<u>271,581</u>	<u>-</u>	<u>274,816</u>
Total disbursements	<u>97,932</u>	<u>-</u>	<u>273</u>	<u>271,581</u>	<u>-</u>	<u>369,786</u>
Excess (deficiency) of receipts over disbursements	<u>5,593</u>	<u>2,712</u>	<u>(273)</u>	<u>(31,581)</u>	<u>-</u>	<u>(23,549)</u>
Cash and investments - ending	<u>\$ 84,349</u>	<u>\$ 13,656</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 98,005</u>

HAMBLEN FIRE PROTECTION DISTRICT  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For The Year Ended December 31, 2012

	<u>OPERATING</u>	<u>RAINY DAY</u>	<u>LEVY EXCESS</u>	<u>SPECIAL FIRE DEBT</u>	<u>CUMULATIVE FIRE</u>	<u>Totals</u>
Cash and investments - beginning	\$ 84,349	\$ 13,656	\$ -	\$ -	\$ -	\$ 98,005
Receipts:						
Taxes	16,518	-	-	-	-	16,518
Intergovernmental	36,810	-	-	-	-	36,810
Other receipts	29	-	-	41,700	34,687	76,416
Total receipts	<u>53,357</u>	<u>-</u>	<u>-</u>	<u>41,700</u>	<u>34,687</u>	<u>129,744</u>
Disbursements:						
Personal services	4,384	-	-	-	-	4,384
Other services and charges	21,175	-	-	-	-	21,175
Debt service - principal and interest	-	-	-	22,477	-	22,477
Capital outlay	-	-	-	-	19,995	19,995
Other disbursements	34,834	-	-	-	-	34,834
Total disbursements	<u>60,393</u>	<u>-</u>	<u>-</u>	<u>22,477</u>	<u>19,995</u>	<u>102,865</u>
Excess (deficiency) of receipts over disbursements	<u>(7,036)</u>	<u>-</u>	<u>-</u>	<u>19,223</u>	<u>14,692</u>	<u>26,879</u>
Cash and investments - ending	<u>\$ 77,313</u>	<u>\$ 13,656</u>	<u>\$ -</u>	<u>\$ 19,223</u>	<u>\$ 14,692</u>	<u>\$ 124,884</u>

HAMBLEN FIRE PROTECTION DISTRICT  
 SCHEDULE OF LEASES AND DEBT  
 December 31, 2012

Type	Description of Debt Purpose	Ending Principal Balance	Principal and Interest Due Within One Year
Governmental activities: Notes and loans payable	Fire Engine- Pumper/Tanker	\$ 222,796	\$ 44,954
Totals		<u>\$ 222,796</u>	<u>\$ 44,954</u>

HAMBLEN FIRE PROTECTION DISTRICT  
SCHEDULE OF CAPITAL ASSETS  
December 31, 2012

Capital assets are reported at actual or estimated historical cost based on appraisals or deflated current replacement cost. Contributed or donated assets are reported at estimated fair value at the time received.

	<u>Ending Balance</u>
Governmental activities:	
Machinery, equipment, and vehicles	<u>\$ 259,995</u>
Total capital assets	<u><u>\$ 259,995</u></u>

HAMBLEN FIRE PROTECTION DISTRICT  
EXAMINATION RESULTS AND COMMENTS

**ANNUAL REPORT**

An Annual Report for 2010 was not filed with the state examiner until August 2011.

The Annual Reports filed for the years 2010, 2011, and 2012 contained a number of errors and did not properly reflect the financial activity of the District.

Errors were found during the examination of the financial statements. Corrections were approved by management of the District and are reflected within this report.

Indiana Code 5-11-1-4(a) states:

"The state examiner shall require from every municipality and every state or local governmental unit, entity, or instrumentality financial reports covering the full period of each fiscal year. These reports shall be prepared, verified, and filed with the state examiner not later than sixty (60) days after the close of each fiscal year. The reports must be in the form and content prescribed by the state examiner and filed electronically in the manner prescribed under IC 5-14-3.8-7."

**APPROPRIATIONS**

The records presented for examination indicated the following expenditures in excess of budgeted appropriations:

<u>Fund</u>	<u>Years</u>	<u>Excess Amount Expended</u>
Special Fire Debt	2010	\$ 33,065
Operating	2011	29,372

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."

HAMBLÉN FIRE PROTECTION DISTRICT  
EXIT CONFERENCE

The contents of this report were discussed on September 10, 2013, with Roy Shea, Secretary/Treasurer. The official concurred with our findings.