

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

FINANCIAL STATEMENT AND
FEDERAL SINGLE AUDIT REPORT
OF
SCOTT COUNTY, INDIANA
January 1, 2013 to December 31, 2013



FILED
04/20/2015

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Schedule of Officials	2
Independent Auditor's Report	3-5
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statement Performed in Accordance With <i>Government Auditing Standards</i>	6-7
Financial Statement and Accompanying Notes:	
Statement of Receipts, Disbursements, and Cash and Investment Balances - Regulatory Basis	10-11
Notes to Financial Statement	12-17
Supplementary Information - Unaudited:	
Combining Schedule of Receipts, Disbursements, and Cash and Investment Balances - Regulatory Basis	20-39
Schedule of Leases and Debt	40
Schedule of Capital Assets.....	41
Supplemental Audit of Federal Awards:	
Independent Auditor's Report on Compliance for Each Major Federal Program and on Internal Control Over Compliance.....	44-45
Schedule of Expenditures of Federal Awards and Accompanying Note:	
Schedule of Expenditures of Federal Awards.....	48
Note to Schedule of Expenditures of Federal Awards	49
Schedule of Findings and Questioned Costs	50-58
Auditee Prepared Documents:	
Summary Schedule of Prior Audit Findings.....	60-61
Corrective Action Plan	62-77
Other Report	78

SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
County Auditor	Teresa Vannarsdall	01-01-11 to 12-31-14
	Tammy Stout Johnson	01-01-15 to 12-31-18
County Treasurer	Sheryl Jent	01-01-13 to 12-31-16
Clerk of the Circuit Court	Missy Applegate	01-01-13 to 12-31-16
County Sheriff	Joseph Daniel McClain	01-01-11 to 12-31-18
County Recorder	Annalee Turley	01-01-13 to 12-31-16
President of the County Council	Eric Gillespie	01-01-13 to 12-31-13
	Ab Watts	01-01-14 to 12-31-14
	Iva Gasaway	01-01-15 to 12-31-15
President of the Board of County Commissioners	Robert Tobias	01-01-13 to 12-31-13
	Mark Hays	01-01-14 to 11-08-14
	Larry Blevins	11-09-14 to 12-31-15



STATE OF INDIANA
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INDEPENDENT AUDITOR'S REPORT

TO: THE OFFICIALS OF SCOTT COUNTY, INDIANA

Report on the Financial Statement

We have audited the accompanying financial statement of Scott County (County), which comprises the financial position and results of operations for the year ended December 31, 2013, and the related notes to the financial statement.

Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the financial reporting provisions of the Indiana State Board of Accounts as allowed by state statute (IC 5-11-1-6). Management is responsible for and has determined that the regulatory basis of accounting, as established by the Indiana State Board of Accounts, is an acceptable basis of presentation. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of a financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the County's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

INDEPENDENT AUDITOR'S REPORT
(Continued)

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As discussed in Note 1 of the financial statement, the County prepares its financial statement on the prescribed basis of accounting that demonstrates compliance with the reporting requirements established by the Indiana State Board of Accounts as allowed by state statute (IC 5-11-1-6), which is a 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 the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* paragraph, the financial statement referred to above does not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position and results of operations of the County for the year ended December 31, 2013.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the financial position and results of operations of the County for the year ended December 31, 2013, in accordance with the financial reporting provisions of the Indiana State Board of Accounts described in Note 1.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated January 28, 2015, on our consideration of the County's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control over financial reporting and compliance.


Accompanying Information

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the County's financial statement. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the *U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the financial statement. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statement. The information has been subjected to the auditing procedures applied in the audit of the financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation to the financial statement taken as a whole.

INDEPENDENT AUDITOR'S REPORT
(Continued)

Our audit was conducted for the purpose of forming an opinion on the County's financial statement. The Combining Schedule 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 statement. They have not been subjected to the auditing procedures applied by us in the audit of the financial statement and, accordingly, we express no opinion on them.


Paul D. Joyce, CPA
State Examiner

January 28, 2015



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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL
STATEMENT PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

TO: THE OFFICIALS OF SCOTT COUNTY, INDIANA

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statement of Scott County (County), which comprises the financial position and results of operations for the year ended December 31, 2013, and the related notes to the financial statement, and have issued our report thereon dated January 28, 2015, wherein we noted the County followed accounting practices the Indiana State Board of Accounts prescribes rather than accounting principles generally accepted in the United States of America.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statement, we considered the County's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statement, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we do not express an opinion on the effectiveness of the County's internal control.

Our consideration of the internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying Schedule of Findings and Questioned Costs, we identified certain deficiencies in internal control over financial reporting that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statement will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings and Questioned Costs as items 2013-001, 2013-002, 2013-003, and 2013-004 to be material weaknesses.

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL
STATEMENT PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*
(Continued)

Compliance and Other Matters


As part of obtaining reasonable assurance about whether the County's financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Scott County's Response to Findings

The County's response to the findings identified in our audit is described in the accompanying Corrective Action Plan. The County's responses were not subjected to the auditing procedures applied in the audit of the financial statement and, accordingly, we express no opinion on them.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.


Paul D. Joyce, CPA
State Examiner

January 28, 2015

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FINANCIAL STATEMENT AND ACCOMPANYING NOTES

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

SCOTT COUNTY
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -
REGULATORY BASIS
For the Year Ended December 31, 2013

Fund	Cash and Investments 01-01-13	Receipts	Disbursements	Cash and Investments 12-31-13
County General Fund	\$ 626,386	\$ 4,197,822	\$ 4,262,811	\$ 561,397
Child Advocacy Fund	300	-	300	-
City&Town Court Costs	26,313	5,968	-	32,281
Clerk's Perpetuation Fund	8,567	4,600	4,686	8,481
Jail Revenue Fund	957,427	818,354	713,154	1,062,627
County COIT Fund	-	2,036,432	1,864,148	172,284
Sccc Transition (Corr)	10,854	3,990	-	14,844
197 Co Share Sales Disc	27,533	2,855	-	30,388
Covered Bridge Maint	20,488	1,850	-	22,338
Cumulative Bridge	337,350	188,368	164,381	361,337
Cum Building Fund	82,578	22,964	-	105,542
Co.Cum.Capt.Developmt	307,493	128,738	-	436,231
Drug Free Community	22,683	23,225	22,683	23,225
Ambulance Service	589,223	1,209,766	1,350,677	448,312
Emergency Planning	12,307	-	12,307	-
Firearms Training Fund	5,668	17,710	9,299	14,079
Health Fund	34,586	248,721	248,585	34,722
Co Id Sec Protection Act	42,387	2,186	41,705	2,868
Levy Excess Fund	13,429	-	13,429	-
LOCAL HEALTH MAINT (LHMF)	59,773	33,139	33,683	59,229
Local Road & Street	336,606	203,509	317,999	222,116
Co Corrections Grant	(22,392)	31,550	31,500	(22,342)
Highway Fund	92,123	1,117,096	1,050,201	159,018
Rainy Day Fund	323,342	-	42,760	280,582
Reassessment	60	-	-	60
2015 New Reassessment	333,151	203,197	236,221	300,127
Recorder Perpetuation	22,536	37,356	44,978	14,914
Riverboat Rev Sharing	-	143,246	143,246	-
Co Sh Riverboat/Sheriff Pens	50,763	89,477	120,993	19,247
Public Defender Suppl	48,108	14,425	19,129	43,404
Surplus Tax Fund	15,114	29,983	22,944	22,153
Surveyor Perpetuation	56,937	5,150	-	62,087
Tax Sale Redemption	-	103,597	102,697	900
Tax Sale Surplus Fund	330,620	150,961	200,731	280,850
ILHDTA IN LOCAL HEALTH TRUST	101,736	8,879	19,121	91,494
Guardian Ad Litem/Crt	5,646	43,782	43,682	5,746
Ineligible Standard Deduction	-	8,972	4,649	4,323
County Elected Officials Training	2,399	2,186	340	4,245
County Offender Transportation	313	375	-	688
Statewide 911 Fund	795,913	468,391	743,288	521,016
Cemetery Fund	1,995	8,758	4,553	6,200
Users Fee Fund	158,821	463,297	441,155	180,963
Drainage Maintenance	3,336	254	-	3,590
Pre-Trial Diversion	31,639	18,174	15,623	34,190
Coroners Perpetuation	182	1,574	1,632	124
Child.Heal.Clinic.User	588	-	588	-
Scott Co T.I.F.Dist	1,012,743	300,497	469,881	843,359
Courthouse Debt Srv	166,211	338,198	340,725	163,684
Payroll Cagit	2,985	13,204	18,089	(1,900)
Payroll United Way	-	841	841	-
Group Health	58,482	285,063	275,481	68,064
Payroll Defer Comp	1,907	376,589	319,612	58,884
Payroll Federal	(2,607)	455,743	455,743	(2,607)
Payroll Medicare	(2,388)	671,561	671,613	(2,440)
Payroll Flex One	(3,577)	-	-	(3,577)
Payroll Local Taxes	23,142	51,941	51,851	23,232
Payroll Perf	22,654	504,594	524,902	2,346
Payroll Property Tax Withholding	-	8,091	8,091	-
Payroll Police Pension	1,134	14,120	15,119	135
Payroll State Gross	39,616	164,376	176,515	27,477
Settlement Balance	-	19,156,237	19,156,238	(1)
Comm Vehicle Excise Tax	-	54,739	54,739	-
Financial Instit Tax	-	76,451	76,451	-
Cedit Homestead Cr Fund	52,176	522,300	569,300	5,176
HEA 1001 State HSC 2008 Dis	192	-	-	192
Fines & Forfeitures	19	2,018	2,037	-
Infraction Judgements	1,118	28,544	28,026	1,636
Special Death Benefit	245	2,585	2,640	190
Sales Disclosure Fund	220	2,855	2,875	200
Interstate Compact Fee	63	375	438	-
Mortgage Fee Fund	133	1,900	1,893	140

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

SCOTT COUNTY
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -
REGULATORY BASIS
For the Year Ended December 31, 2013
(Continued)

Fund	Cash and Investments 01-01-13	Receipts	Disbursements	Cash and Investments 12-31-13
DLGF Hmstd Prop Database	-	6	-	6
Child Restraint	25	700	575	150
Inheritance Tax Fund	-	185,932	185,932	-
Education License PI	-	563	563	-
Innkeepers Tax Fund	-	215,226	215,226	-
C.O.I.T. Fr. State	-	3,249,622	3,249,622	-
Prosecutor ARRA Fund	4,073	-	1,794	2,279
Clerk ARRA Fund	7,994	-	-	7,994
Title IV-D Incentive	61,582	11,592	2,720	70,454
Prosec.IV-D Incent #2	66,850	17,444	13,731	70,563
Clerk IV-D Incent #2	48,208	11,592	4,296	55,504
Supplemental Treasurer Report	505,066	473,493	505,066	473,493
Prosecutor Bad Check Fund	10,323	3,965	6,082	8,206
Supplemental Clerk Report	688,662	2,000,199	1,766,035	922,826
Supplemental Sheriff Inmate Trust Report	17,400	434,421	441,704	10,117
Sheriff Commissary	63,541	82,211	127,515	18,237
Prosecutor Investigation Fund	2,260	3,817	3,320	2,757
Prosecutor Arson Fund	1,436	87	36	1,487
Sasco Waste Management	36,090	50,400	76,412	10,078
Jury Pay Fund	1,088	2,124	1,068	2,144
Infraction Deferral Fund	24,327	5,644	9,909	20,062
Medicare Cost Reimbur	1	-	1	-
Co Abandoned Vehicle	200	-	200	-
Finley Water Project	7,250	-	7,250	-
Just Prop Bond Debt	294,592	6,000	113,300	187,292
Sheriff Dept Casa Fund	1	-	1	-
Emergency Gas Award	350	-	350	-
Federal Asset Forfeiture-Pros	-	15,330	4,324	11,006
Insurance Rebate	54,877	-	-	54,877
Cease Grant-Sheriff	68	3,500	3,152	416
DOC Reimbursement	-	3,570	-	3,570
Scott County Hospital Reserve	7,312,803	2,448,651	5,508,807	4,252,647
Sheriff Cont Ed Fund	-	2,330	-	2,330
Scott Cnty Jail Project	-	5,300,000	245,564	5,054,436
Real Estate Proceeds	12	-	12	-
Real Estate Transact	23,726	-	23,726	-
Vehicle Accident Fund	1,913	2,283	-	4,196
Surplus Dog Fund	1,366	-	-	1,366
Co Family & Children	2,193	-	-	2,193
Vehicle ID Num Check Fund	960	485	855	590
Law Enforcement Fund	22,723	2,686	12,471	12,938
Law Enforcemnt Education	14,872	4,410	7,961	11,321
Children Health Clinic	(3,629)	-	-	(3,629)
201 Finger Printer	11,568	5,715	-	17,283
Payroll Garn Scott Co Clerk	15	1,500	1,500	15
Payroll YMCA	9	6,304	6,304	9
Payroll-Garnishment State	-	17,390	17,390	-
Washington County Clerk	-	1,947	1,947	-
Payroll E-Loan Pmt	(425)	54,694	54,611	(342)
Payroll Garnishment Jackson	-	914	914	-
Payroll Federal Bankruptcy	-	55	55	-
New Hope Services	-	143	143	-
Mental Health Fund	-	143	143	-
Comm Corrections Grant	-	99,875	99,875	-
Community Corrections	-	103,725	99,136	4,589
Health Preparedness 2013-2014	(8,659)	35,071	25,883	529
Homeland Security Gt.	4,381	-	-	4,381
Violence Agnst Women	(10,896)	18,414	19,102	(11,584)
Drug Interdiction Officer	(30,274)	54,618	31,015	(6,671)
H1N1 2009 Swine Flu Dist	1,920	-	-	1,920
Edward Byrne Memorial Grant	13	-	-	13
Operation Pullover	(2,009)	11,997	10,655	(667)
HAVA	7,931	-	-	7,931
Rural Demonstration Grant	-	6,114	6,114	-
Medical Reserve Corp Public	-	10,000	10,000	-
Prosec IVD Impact Grt	15,414	-	-	15,414
Prosecutors Jabig	(1,124)	-	-	(1,124)
Title 3 Require Match/Hava	2,598	-	-	2,598
Totals	<u>\$ 16,513,014</u>	<u>\$ 50,100,601</u>	<u>\$ 48,497,345</u>	<u>\$ 18,116,270</u>

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

SCOTT COUNTY
NOTES TO FINANCIAL STATEMENT

Note 1. Summary of Significant Accounting Policies

A. Reporting Entity

The County was established under the laws of the State of Indiana. The County operates under a Council-Commissioner form of government and provides some or all of the following services: public safety (police), highways and streets, health welfare and social services, culture and recreation, public improvements, planning and zoning, and general administrative services.

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

B. Basis of Accounting

The financial statement is reported on a regulatory basis of accounting prescribed by the Indiana 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. The basis of accounting involves the reporting of only cash and investments and the changes therein resulting from cash inflows (receipts) and cash outflows (disbursements) reported in the period in which they occurred.

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:

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 County.

Licenses and permits which include amounts received from businesses, occupations, or nonbusinesses that must be licensed before doing business within the government's jurisdiction or permits levied according to the benefits presumably conferred by the permit. Examples of licenses and permits include: peddler licenses, dog tax licenses, auctioneer license, building and planning permits, demolition permits, electrical permits, sign permits, and gun permits.

SCOTT COUNTY
NOTES TO FINANCIAL STATEMENT
(Continued)

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.

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 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.

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 County. It includes all expenditures for the reduction of the principal and interest of the County'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.

SCOTT COUNTY
NOTES TO FINANCIAL STATEMENT
(Continued)

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 County 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 County. 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 County. 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 County 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 County 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 County 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.

SCOTT COUNTY
NOTES TO FINANCIAL STATEMENT
(Continued)

State statutes authorize the County 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 County 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 County 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.

Note 6. Pension Plans

A. 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 County 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 Capitol 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.

SCOTT COUNTY
NOTES TO FINANCIAL STATEMENT
(Continued)

B. County Police Retirement Plan

Plan Description

The County Police Retirement Plan is a single-employer defined benefit pension plan. With the approval of the County's fiscal body, the plan is administered by the sheriff's department and an appointed trustee as authorized by state statute (IC 36-8-10-12) for full-time police officers. The plan provides retirement, death, and disability benefits to plan members and beneficiaries. Funds designated for payments related to this plan are accounted for in a pension trust fund. The activity of this trust fund has not been reflected in the financial statement. The trustee issues a publicly available financial report that includes financial statements and required supplementary information of the plan. The report may be obtained by contacting the county sheriff.

Funding Policy

The contribution requirements of plan members for the County Police Retirement Plan are established by state statute.

C. County Police Benefit Plan

Plan Description

The County Police Benefit Plan is a single-employer defined benefit pension plan. With the approval of the County's fiscal body, the plan is administered by the sheriff's department and an appointed trustee as authorized by state statute (IC 36-8-10-12) for full-time police officers. The plan provides dependent pensions, life insurance, and disability benefits to plan members and beneficiaries. Funds designated for payments related to this plan are accounted for in a pension trust fund. The activity of this trust fund has not been reflected in the financial statement. The trustee issues a publicly available financial report that includes financial statements and required supplementary information of the plan. The report may be obtained by contacting the county sheriff.

Funding Policy

The contribution requirements of plan members for the County Police Benefit Plan are established by state statute.

Note 7. Restatement of County Offices

Certain funds that were included on the prior-year financial statement have been omitted from the current-year financial statement to more accurately reflect the financial activity of the County. These funds account for receipts and disbursements of County offices that are also eventually accounted for in the County's general ledger and financial statement.

Note 8. Cash Balance Deficits

The financial statement contains funds with deficits in cash. This is primarily a result of the funds being set up for reimbursable grants. The reimbursements for expenditures made by the County were not received by December 31, 2013.

SCOTT COUNTY
NOTES TO FINANCIAL STATEMENT
(Continued)

Note 9. *Holding Corporation*

The County has entered into a capital lease with Scott County Building Corporation (the lessor). The lessor was organized as a not-for-profit corporation pursuant to state statute for the purpose of financing and constructing or reconstructing facilities for lease to the County. The lessor has been determined to be a related party of the County. Lease payments during the year 2013 totaled \$339,000.

Note 10. *Subsequent Events*

Bonds in the amount of \$5,865,000 were issued on July 10, 2014, for partial funding of a jail addition/renovation project estimated to cost \$11,470,000. The remaining costs will be paid from existing County funds.

Note 11. *Combined Funds*

Funds related to user fees and payroll withholdings for group insurance were reported individually in the prior financial statement but were combined into one fund for the current financial statement.

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SUPPLEMENTARY INFORMATION - UNAUDITED

For additional financial information, the County'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 Report of the County which is referenced above. These differences, if any, are due to adjustments made to the financial information during the course of the audit. This is a common occurrence in any financial statement audit. The financial information presented in this report is audited information, and the accuracy of such information can be determined by reading the opinion given in the Independent Auditor's Report.

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

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013

	County General Fund	Child Advocacy Fund	City&Town Court Costs	Clerk's Perpetuation Fund	Jail Revenue Fund	County COIT Fund	Sccc Transition (Corr)
Cash and investments - beginning	\$ 626,386	\$ 300	\$ 26,313	\$ 8,567	\$ 957,427	\$ -	\$ 10,854
Receipts:							
Taxes	3,212,479	-	-	-	-	-	-
Licenses and permits	44,322	-	-	-	-	-	-
Intergovernmental	406,182	-	-	-	812,470	-	-
Charges for services	254,234	-	-	-	5,801	-	-
Fines and forfeits	2,579	-	-	-	-	-	-
Other receipts	278,026	-	5,968	4,600	83	2,036,432	3,990
Total receipts	<u>4,197,822</u>	<u>-</u>	<u>5,968</u>	<u>4,600</u>	<u>818,354</u>	<u>2,036,432</u>	<u>3,990</u>
Disbursements:							
Personal services	2,954,764	-	-	-	-	516,027	-
Supplies	275,021	-	-	-	9,000	50	-
Other services and charges	866,377	300	-	4,686	704,154	1,085,823	-
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	128,114	-	-	-	-	-	-
Other disbursements	38,535	-	-	-	-	262,248	-
Total disbursements	<u>4,262,811</u>	<u>300</u>	<u>-</u>	<u>4,686</u>	<u>713,154</u>	<u>1,864,148</u>	<u>-</u>
Excess (deficiency) of receipts over disbursements	<u>(64,989)</u>	<u>(300)</u>	<u>5,968</u>	<u>(86)</u>	<u>105,200</u>	<u>172,284</u>	<u>3,990</u>
Cash and investments - ending	<u>\$ 561,397</u>	<u>\$ -</u>	<u>\$ 32,281</u>	<u>\$ 8,481</u>	<u>\$ 1,062,627</u>	<u>\$ 172,284</u>	<u>\$ 14,844</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	197 Co Share Sales Disc	Covered Bridge Maint	Cumulative Bridge	Cum Building Fund	Co.Cum.Capt. Developmt	Drug Free Community	Ambulance Service
Cash and investments - beginning	\$ 27,533	\$ 20,488	\$ 337,350	\$ 82,578	\$ 307,493	\$ 22,683	\$ 589,223
Receipts:							
Taxes	-	-	69,304	22,870	128,212	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	103,944	94	526	-	-
Charges for services	-	-	-	-	-	-	1,191,333
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	2,855	1,850	15,120	-	-	23,225	18,433
Total receipts	<u>2,855</u>	<u>1,850</u>	<u>188,368</u>	<u>22,964</u>	<u>128,738</u>	<u>23,225</u>	<u>1,209,766</u>
Disbursements:							
Personal services	-	-	-	-	-	-	721,580
Supplies	-	-	-	-	-	-	131,075
Other services and charges	-	-	137,781	-	-	22,683	270,483
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	26,600	-	-	-	172,725
Other disbursements	-	-	-	-	-	-	54,814
Total disbursements	<u>-</u>	<u>-</u>	<u>164,381</u>	<u>-</u>	<u>-</u>	<u>22,683</u>	<u>1,350,677</u>
Excess (deficiency) of receipts over disbursements	<u>2,855</u>	<u>1,850</u>	<u>23,987</u>	<u>22,964</u>	<u>128,738</u>	<u>542</u>	<u>(140,911)</u>
Cash and investments - ending	<u>\$ 30,388</u>	<u>\$ 22,338</u>	<u>\$ 361,337</u>	<u>\$ 105,542</u>	<u>\$ 436,231</u>	<u>\$ 23,225</u>	<u>\$ 448,312</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Emergency Planning	Firearms Training Fund	Health Fund	Co ld Sec Protection Act	Levy Excess Fund	LOCAL HEALTH MAINT (LHMF)	Local Road & Street
Cash and investments - beginning	\$ 12,307	\$ 5,668	\$ 34,586	\$ 42,387	\$ 13,429	\$ 59,773	\$ 336,606
Receipts:							
Taxes	-	-	200,287	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	822	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	-	17,710	47,612	2,186	-	33,139	203,509
Total receipts	-	17,710	248,721	2,186	-	33,139	203,509
Disbursements:							
Personal services	-	-	180,746	-	-	29,508	-
Supplies	-	-	6,903	-	-	1,084	-
Other services and charges	12,307	9,299	48,064	41,705	13,429	1,000	269,999
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	48,000
Other disbursements	-	-	12,872	-	-	2,091	-
Total disbursements	12,307	9,299	248,585	41,705	13,429	33,683	317,999
Excess (deficiency) of receipts over disbursements	(12,307)	8,411	136	(39,519)	(13,429)	(544)	(114,490)
Cash and investments - ending	\$ -	\$ 14,079	\$ 34,722	\$ 2,868	\$ -	\$ 59,229	\$ 222,116

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Co Corrections Grant	Highway Fund	Rainy Day Fund	Reassessment	2015 New Reassessment	Recorder Perpetuation	Riverboat Rev Sharing
Cash and investments - beginning	\$ (22,392)	\$ 92,123	\$ 323,342	\$ 60	\$ 333,151	\$ 22,536	\$ -
Receipts:							
Taxes	-	-	-	-	202,367	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	1,104,626	-	-	494	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	31,550	12,470	-	-	336	37,356	143,246
Total receipts	<u>31,550</u>	<u>1,117,096</u>	<u>-</u>	<u>-</u>	<u>203,197</u>	<u>37,356</u>	<u>143,246</u>
Disbursements:							
Personal services	31,500	584,985	-	-	33,408	-	-
Supplies	-	153,059	-	-	5,210	-	-
Other services and charges	-	220,877	42,760	-	195,381	44,667	143,246
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	49,942	-	-	-	-	-
Other disbursements	-	41,338	-	-	2,222	311	-
Total disbursements	<u>31,500</u>	<u>1,050,201</u>	<u>42,760</u>	<u>-</u>	<u>236,221</u>	<u>44,978</u>	<u>143,246</u>
Excess (deficiency) of receipts over disbursements	<u>50</u>	<u>66,895</u>	<u>(42,760)</u>	<u>-</u>	<u>(33,024)</u>	<u>(7,622)</u>	<u>-</u>
Cash and investments - ending	<u>\$ (22,342)</u>	<u>\$ 159,018</u>	<u>\$ 280,582</u>	<u>\$ 60</u>	<u>\$ 300,127</u>	<u>\$ 14,914</u>	<u>\$ -</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Co Sh Riverboat/Sheriff Pens	Public Defender Suppl	Surplus Tax Fund	Surveyor Perpetuation	Tax Sale Redemption	Tax Sale Surplus Fund	ILHDTA IN LOCAL HEALTH TRUST
Cash and investments - beginning	\$ 50,763	\$ 48,108	\$ 15,114	\$ 56,937	\$ -	\$ 330,620	\$ 101,736
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	20,852	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	89,477	14,425	9,131	5,150	103,597	150,961	8,879
Total receipts	89,477	14,425	29,983	5,150	103,597	150,961	8,879
Disbursements:							
Personal services	120,993	-	-	-	-	-	684
Supplies	-	-	-	-	-	-	9,487
Other services and charges	-	15,964	22,944	-	102,697	200,731	7,472
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	3,165	-	-	-	-	1,423
Other disbursements	-	-	-	-	-	-	55
Total disbursements	120,993	19,129	22,944	-	102,697	200,731	19,121
Excess (deficiency) of receipts over disbursements	(31,516)	(4,704)	7,039	5,150	900	(49,770)	(10,242)
Cash and investments - ending	\$ 19,247	\$ 43,404	\$ 22,153	\$ 62,087	\$ 900	\$ 280,850	\$ 91,494

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Guardian Ad Litem/Crt	Ineligible Standard Deduction	County Elected Officials Training	County Offender Transportation	Statewide 911 Fund	Cemetery Fund	Users Fee Fund
Cash and investments - beginning	\$ 5,646	\$ -	\$ 2,399	\$ 313	\$ 795,913	\$ 1,995	\$ 158,821
Receipts:							
Taxes	-	-	-	-	-	6,930	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	28	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	24,593
Other receipts	43,782	8,972	2,186	375	468,391	1,800	438,704
Total receipts	<u>43,782</u>	<u>8,972</u>	<u>2,186</u>	<u>375</u>	<u>468,391</u>	<u>8,758</u>	<u>463,297</u>
Disbursements:							
Personal services	25,231	-	-	-	390,593	-	196,653
Supplies	-	-	-	-	-	3,195	21,315
Other services and charges	18,451	4,649	340	-	106,893	1,358	175,078
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	220,188	-	12,776
Other disbursements	-	-	-	-	25,614	-	35,333
Total disbursements	<u>43,682</u>	<u>4,649</u>	<u>340</u>	<u>-</u>	<u>743,288</u>	<u>4,553</u>	<u>441,155</u>
Excess (deficiency) of receipts over disbursements	<u>100</u>	<u>4,323</u>	<u>1,846</u>	<u>375</u>	<u>(274,897)</u>	<u>4,205</u>	<u>22,142</u>
Cash and investments - ending	<u>\$ 5,746</u>	<u>\$ 4,323</u>	<u>\$ 4,245</u>	<u>\$ 688</u>	<u>\$ 521,016</u>	<u>\$ 6,200</u>	<u>\$ 180,963</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Drainage Maintenance	Pre-Trial Diversion	Coroners Perpetuation	Child.Heal. Clinc.User	Scott Co T.I.F.Dist	Courthouse Debt Svc	Payroll Cagit
Cash and investments - beginning	\$ 3,336	\$ 31,639	\$ 182	\$ 588	\$ 1,012,743	\$ 166,211	\$ 2,985
Receipts:							
Taxes	-	-	-	-	294,511	336,816	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	1,382	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	254	18,174	1,574	-	5,986	-	13,204
Total receipts	<u>254</u>	<u>18,174</u>	<u>1,574</u>	<u>-</u>	<u>300,497</u>	<u>338,198</u>	<u>13,204</u>
Disbursements:							
Personal services	-	8,874	-	-	65,000	-	-
Supplies	-	1,586	-	-	-	-	-
Other services and charges	-	5,104	1,632	588	10,730	1,725	-
Debt service - principal and interest	-	-	-	-	87,550	339,000	-
Capital outlay	-	-	-	-	306,601	-	-
Other disbursements	-	59	-	-	-	-	18,089
Total disbursements	<u>-</u>	<u>15,623</u>	<u>1,632</u>	<u>588</u>	<u>469,881</u>	<u>340,725</u>	<u>18,089</u>
Excess (deficiency) of receipts over disbursements	<u>254</u>	<u>2,551</u>	<u>(58)</u>	<u>(588)</u>	<u>(169,384)</u>	<u>(2,527)</u>	<u>(4,885)</u>
Cash and investments - ending	<u>\$ 3,590</u>	<u>\$ 34,190</u>	<u>\$ 124</u>	<u>\$ -</u>	<u>\$ 843,359</u>	<u>\$ 163,684</u>	<u>\$ (1,900)</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Payroll United Way	Group Health	Payroll Defer Comp	Payroll Federal	Payroll Medicare	Payroll Flex One	Payroll Local Taxes
Cash and investments - beginning	\$ -	\$ 58,482	\$ 1,907	\$ (2,607)	\$ (2,388)	\$ (3,577)	\$ 23,142
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	841	285,063	376,589	455,743	671,561	-	51,941
Total receipts	<u>841</u>	<u>285,063</u>	<u>376,589</u>	<u>455,743</u>	<u>671,561</u>	<u>-</u>	<u>51,941</u>
Disbursements:							
Personal services	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-
Other services and charges	-	-	-	-	-	-	-
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Other disbursements	841	275,481	319,612	455,743	671,613	-	51,851
Total disbursements	<u>841</u>	<u>275,481</u>	<u>319,612</u>	<u>455,743</u>	<u>671,613</u>	<u>-</u>	<u>51,851</u>
Excess (deficiency) of receipts over disbursements	<u>-</u>	<u>9,582</u>	<u>56,977</u>	<u>-</u>	<u>(52)</u>	<u>-</u>	<u>90</u>
Cash and investments - ending	<u>\$ -</u>	<u>\$ 68,064</u>	<u>\$ 58,884</u>	<u>\$ (2,607)</u>	<u>\$ (2,440)</u>	<u>\$ (3,577)</u>	<u>\$ 23,232</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Payroll Perf	Payroll Property Tax Withholding	Payroll Police Pension	Payroll State Gross	Settlement Balance	Comm Vehicle Excise Tax	Financial Instit Tax
Cash and investments - beginning	\$ 22,654	\$ -	\$ 1,134	\$ 39,616	\$ -	\$ -	\$ -
Receipts:							
Taxes	-	-	-	-	5,096,866	54,739	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	504,594	8,091	14,120	164,376	14,059,371	-	76,451
Total receipts	<u>504,594</u>	<u>8,091</u>	<u>14,120</u>	<u>164,376</u>	<u>19,156,237</u>	<u>54,739</u>	<u>76,451</u>
Disbursements:							
Personal services	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-
Other services and charges	-	-	-	-	19,156,238	54,739	76,451
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Other disbursements	524,902	8,091	15,119	176,515	-	-	-
Total disbursements	<u>524,902</u>	<u>8,091</u>	<u>15,119</u>	<u>176,515</u>	<u>19,156,238</u>	<u>54,739</u>	<u>76,451</u>
Excess (deficiency) of receipts over disbursements	<u>(20,308)</u>	<u>-</u>	<u>(999)</u>	<u>(12,139)</u>	<u>(1)</u>	<u>-</u>	<u>-</u>
Cash and investments - ending	<u>\$ 2,346</u>	<u>\$ -</u>	<u>\$ 135</u>	<u>\$ 27,477</u>	<u>\$ (1)</u>	<u>\$ -</u>	<u>\$ -</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Cedit Homestead Cr Fund	HEA 1001 State HSC 2008 Dis	Fines & Forfeitures	Infraction Judgements	Special Death Benefit	Sales Disclosure Fund	Interstate Compact Fee
Cash and investments - beginning	\$ 52,176	\$ 192	\$ 19	\$ 1,118	\$ 245	\$ 220	\$ 63
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	522,300	-	2,018	28,544	2,585	2,855	375
Total receipts	<u>522,300</u>	<u>-</u>	<u>2,018</u>	<u>28,544</u>	<u>2,585</u>	<u>2,855</u>	<u>375</u>
Disbursements:							
Personal services	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-
Other services and charges	569,300	-	2,037	28,026	2,640	2,875	438
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Other disbursements	-	-	-	-	-	-	-
Total disbursements	<u>569,300</u>	<u>-</u>	<u>2,037</u>	<u>28,026</u>	<u>2,640</u>	<u>2,875</u>	<u>438</u>
Excess (deficiency) of receipts over disbursements	<u>(47,000)</u>	<u>-</u>	<u>(19)</u>	<u>518</u>	<u>(55)</u>	<u>(20)</u>	<u>(63)</u>
Cash and investments - ending	<u>\$ 5,176</u>	<u>\$ 192</u>	<u>\$ -</u>	<u>\$ 1,636</u>	<u>\$ 190</u>	<u>\$ 200</u>	<u>\$ -</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Mortgage Fee Fund	DLGF Hmstd Prop Database	Child Restraint	Inheritance Tax Fund	Education License PI	Innkeepers Tax Fund	C.O.I.T. Fr. State
Cash and investments - beginning	\$ 133	\$ -	\$ 25	\$ -	\$ -	\$ -	\$ -
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	1,900	6	700	185,932	563	215,226	3,249,622
Total receipts	<u>1,900</u>	<u>6</u>	<u>700</u>	<u>185,932</u>	<u>563</u>	<u>215,226</u>	<u>3,249,622</u>
Disbursements:							
Personal services	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-
Other services and charges	1,893	-	575	185,932	-	215,226	3,249,622
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Other disbursements	-	-	-	-	563	-	-
Total disbursements	<u>1,893</u>	<u>-</u>	<u>575</u>	<u>185,932</u>	<u>563</u>	<u>215,226</u>	<u>3,249,622</u>
Excess (deficiency) of receipts over disbursements	<u>7</u>	<u>6</u>	<u>125</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Cash and investments - ending	<u>\$ 140</u>	<u>\$ 6</u>	<u>\$ 150</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Prosecutor ARRA Fund	Clerk ARRA Fund	Title IV-D Incentive	Prosec.IV-D Incent #2	Clerk IV-D Incent #2	Supplemental Treasurer Report	Prosecutor Bad Check Fund
Cash and investments - beginning	\$ 4,073	\$ 7,994	\$ 61,582	\$ 66,850	\$ 48,208	\$ 505,066	\$ 10,323
Receipts:							
Taxes	-	-	-	-	-	473,493	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	-	-	11,592	17,444	11,592	-	3,965
Total receipts	<u>-</u>	<u>-</u>	<u>11,592</u>	<u>17,444</u>	<u>11,592</u>	<u>473,493</u>	<u>3,965</u>
Disbursements:							
Personal services	1,581	-	-	8,072	-	-	-
Supplies	-	-	-	1,791	-	-	-
Other services and charges	213	-	1,720	2,994	4,296	-	-
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	1,000	862	-	-	-
Other disbursements	-	-	-	12	-	505,066	6,082
Total disbursements	<u>1,794</u>	<u>-</u>	<u>2,720</u>	<u>13,731</u>	<u>4,296</u>	<u>505,066</u>	<u>6,082</u>
Excess (deficiency) of receipts over disbursements	<u>(1,794)</u>	<u>-</u>	<u>8,872</u>	<u>3,713</u>	<u>7,296</u>	<u>(31,573)</u>	<u>(2,117)</u>
Cash and investments - ending	<u>\$ 2,279</u>	<u>\$ 7,994</u>	<u>\$ 70,454</u>	<u>\$ 70,563</u>	<u>\$ 55,504</u>	<u>\$ 473,493</u>	<u>\$ 8,206</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Supplemental Clerk Report	Supplemental Sheriff Inmate Trust Report	Sheriff Commissary	Prosecutor Investigation Fund	Prosecutor Arson Fund	Sasco Waste Management	Jury Pay Fund
Cash and investments - beginning	\$ 688,662	\$ 17,400	\$ 63,541	\$ 2,260	\$ 1,436	\$ 36,090	\$ 1,088
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	2,000,199	434,421	82,211	3,817	87	50,400	2,124
Total receipts	<u>2,000,199</u>	<u>434,421</u>	<u>82,211</u>	<u>3,817</u>	<u>87</u>	<u>50,400</u>	<u>2,124</u>
Disbursements:							
Personal services	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	21,438	-
Other services and charges	-	-	-	-	-	54,974	1,068
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Other disbursements	1,766,035	441,704	127,515	3,320	36	-	-
Total disbursements	<u>1,766,035</u>	<u>441,704</u>	<u>127,515</u>	<u>3,320</u>	<u>36</u>	<u>76,412</u>	<u>1,068</u>
Excess (deficiency) of receipts over disbursements	<u>234,164</u>	<u>(7,283)</u>	<u>(45,304)</u>	<u>497</u>	<u>51</u>	<u>(26,012)</u>	<u>1,056</u>
Cash and investments - ending	<u>\$ 922,826</u>	<u>\$ 10,117</u>	<u>\$ 18,237</u>	<u>\$ 2,757</u>	<u>\$ 1,487</u>	<u>\$ 10,078</u>	<u>\$ 2,144</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Infraction Deferral Fund	Medicare Cost Reimbur	Co Abandoned Vehicle	Finley Water Project	Just Prop Bond Debt	Sheriff Dept Casa Fund	Emergency Gas Award
Cash and investments - beginning	\$ 24,327	\$ 1	\$ 200	\$ 7,250	\$ 294,592	\$ 1	\$ 350
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	5,644	-	-	-	6,000	-	-
Total receipts	<u>5,644</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,000</u>	<u>-</u>	<u>-</u>
Disbursements:							
Personal services	3,197	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-
Other services and charges	6,712	1	200	7,250	-	1	350
Debt service - principal and interest	-	-	-	-	113,300	-	-
Capital outlay	-	-	-	-	-	-	-
Other disbursements	-	-	-	-	-	-	-
Total disbursements	<u>9,909</u>	<u>1</u>	<u>200</u>	<u>7,250</u>	<u>113,300</u>	<u>1</u>	<u>350</u>
Excess (deficiency) of receipts over disbursements	<u>(4,265)</u>	<u>(1)</u>	<u>(200)</u>	<u>(7,250)</u>	<u>(107,300)</u>	<u>(1)</u>	<u>(350)</u>
Cash and investments - ending	<u>\$ 20,062</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 187,292</u>	<u>\$ -</u>	<u>\$ -</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Federal Asset Forfeiture-Pros	Insurance Rebate	Cease Grant-Sheriff	DOC Reimbursement	Scott County Hospital Reserve	Sheriff Cont Ed Fund	Scott Cnty Jail Project
Cash and investments - beginning	\$ -	\$ 54,877	\$ 68	\$ -	\$ 7,312,803	\$ -	\$ -
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	15,330	-	3,500	3,570	2,448,651	2,330	5,300,000
Total receipts	<u>15,330</u>	<u>-</u>	<u>3,500</u>	<u>3,570</u>	<u>2,448,651</u>	<u>2,330</u>	<u>5,300,000</u>
Disbursements:							
Personal services	-	-	3,084	-	-	-	241,764
Supplies	-	-	-	-	-	-	-
Other services and charges	4,324	-	-	-	208,807	-	3,800
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Other disbursements	-	-	68	-	5,300,000	-	-
Total disbursements	<u>4,324</u>	<u>-</u>	<u>3,152</u>	<u>-</u>	<u>5,508,807</u>	<u>-</u>	<u>245,564</u>
Excess (deficiency) of receipts over disbursements	<u>11,006</u>	<u>-</u>	<u>348</u>	<u>3,570</u>	<u>(3,060,156)</u>	<u>2,330</u>	<u>5,054,436</u>
Cash and investments - ending	<u>\$ 11,006</u>	<u>\$ 54,877</u>	<u>\$ 416</u>	<u>\$ 3,570</u>	<u>\$ 4,252,647</u>	<u>\$ 2,330</u>	<u>\$ 5,054,436</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Real Estate Proceeds	Real Estate Transact	Vehicle Accident Fund	Surplus Dog Fund	Co Family & Children	Vehicle ID Num Check Fund	Law Enforcement Fund
Cash and investments - beginning	\$ 12	\$ 23,726	\$ 1,913	\$ 1,366	\$ 2,193	\$ 960	\$ 22,723
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	-	-	2,283	-	-	485	2,686
Total receipts	-	-	2,283	-	-	485	2,686
Disbursements:							
Personal services	-	-	-	-	-	-	1,170
Supplies	-	-	-	-	-	-	2,005
Other services and charges	12	23,726	-	-	-	855	7,495
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	1,801
Other disbursements	-	-	-	-	-	-	-
Total disbursements	12	23,726	-	-	-	855	12,471
Excess (deficiency) of receipts over disbursements	(12)	(23,726)	2,283	-	-	(370)	(9,785)
Cash and investments - ending	\$ -	\$ -	\$ 4,196	\$ 1,366	\$ 2,193	\$ 590	\$ 12,938

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Law Enforcement Education	Children Health Clinic	201 Finger Printer	Payroll Garn Scott Co Clerk	Payroll YMCA	Payroll- Garnishment State	Washington County Clerk
Cash and investments - beginning	\$ 14,872	\$ (3,629)	\$ 11,568	\$ 15	\$ 9	\$ -	\$ -
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	4,410	-	5,715	1,500	6,304	17,390	1,947
Total receipts	<u>4,410</u>	<u>-</u>	<u>5,715</u>	<u>1,500</u>	<u>6,304</u>	<u>17,390</u>	<u>1,947</u>
Disbursements:							
Personal services	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-
Other services and charges	7,961	-	-	-	-	-	-
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Other disbursements	-	-	-	1,500	6,304	17,390	1,947
Total disbursements	<u>7,961</u>	<u>-</u>	<u>-</u>	<u>1,500</u>	<u>6,304</u>	<u>17,390</u>	<u>1,947</u>
Excess (deficiency) of receipts over disbursements	<u>(3,551)</u>	<u>-</u>	<u>5,715</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Cash and investments - ending	<u>\$ 11,321</u>	<u>\$ (3,629)</u>	<u>\$ 17,283</u>	<u>\$ 15</u>	<u>\$ 9</u>	<u>\$ -</u>	<u>\$ -</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Payroll E-Loan Pmt	Payroll Garnishment Jackson	Payroll Federal Bankruptcy	New Hope Services	Mental Health Fund	Comm Corrections Grant	Community Corrections
Cash and investments - beginning	\$ (425)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	54,694	914	55	143	143	99,875	103,725
Total receipts	<u>54,694</u>	<u>914</u>	<u>55</u>	<u>143</u>	<u>143</u>	<u>99,875</u>	<u>103,725</u>
Disbursements:							
Personal services	-	-	-	-	-	76,705	78,485
Supplies	-	-	-	-	-	-	-
Other services and charges	-	-	-	143	143	18,917	15,206
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-
Other disbursements	54,611	914	55	-	-	4,253	5,445
Total disbursements	<u>54,611</u>	<u>914</u>	<u>55</u>	<u>143</u>	<u>143</u>	<u>99,875</u>	<u>99,136</u>
Excess (deficiency) of receipts over disbursements	<u>83</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,589</u>
Cash and investments - ending	<u>\$ (342)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,589</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	Health Preparedness 2013-2014	Homeland Security Gt.	Violence Agnst Women	Drug Interdiction Officer	H1N1 2009 Swine Flu Dist	Edward Byrne Memorial Grant	Operation Pullover
Cash and investments - beginning	\$ (8,659)	\$ 4,381	\$ (10,896)	\$ (30,274)	\$ 1,920	\$ 13	\$ (2,009)
Receipts:							
Taxes	-	-	-	-	-	-	-
Licenses and permits	-	-	-	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-
Charges for services	-	-	-	-	-	-	-
Fines and forfeits	-	-	-	-	-	-	-
Other receipts	35,071	-	18,414	54,618	-	-	11,997
Total receipts	<u>35,071</u>	<u>-</u>	<u>18,414</u>	<u>54,618</u>	<u>-</u>	<u>-</u>	<u>11,997</u>
Disbursements:							
Personal services	-	-	10,769	31,015	-	-	5,961
Supplies	8,171	-	-	-	-	-	-
Other services and charges	3,077	-	8,333	-	-	-	4,694
Debt service - principal and interest	-	-	-	-	-	-	-
Capital outlay	14,635	-	-	-	-	-	-
Other disbursements	-	-	-	-	-	-	-
Total disbursements	<u>25,883</u>	<u>-</u>	<u>19,102</u>	<u>31,015</u>	<u>-</u>	<u>-</u>	<u>10,655</u>
Excess (deficiency) of receipts over disbursements	<u>9,188</u>	<u>-</u>	<u>(688)</u>	<u>23,603</u>	<u>-</u>	<u>-</u>	<u>1,342</u>
Cash and investments - ending	<u>\$ 529</u>	<u>\$ 4,381</u>	<u>\$ (11,584)</u>	<u>\$ (6,671)</u>	<u>\$ 1,920</u>	<u>\$ 13</u>	<u>\$ (667)</u>

SCOTT COUNTY
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013
 (Continued)

	HAVA	Rural Demonstration Grant	Medical Reserve Corp Public	Prosec IVD Impact Grt	Prosecutors Jabig	Title 3 Require Match/Hava	Totals
Cash and investments - beginning	\$ 7,931	\$ -	\$ -	\$ 15,414	\$ (1,124)	\$ 2,598	\$ 16,513,014
Receipts:							
Taxes	-	-	-	-	-	-	10,098,874
Licenses and permits	-	-	-	-	-	-	44,322
Intergovernmental	-	-	-	-	-	-	2,430,568
Charges for services	-	-	-	-	-	-	1,472,220
Fines and forfeits	-	-	-	-	-	-	27,172
Other receipts	-	6,114	10,000	-	-	-	36,027,445
Total receipts	-	6,114	10,000	-	-	-	50,100,601
Disbursements:							
Personal services	-	6,114	-	-	-	-	6,328,463
Supplies	-	-	10,000	-	-	-	660,390
Other services and charges	-	-	-	-	-	-	28,744,641
Debt service - principal and interest	-	-	-	-	-	-	539,850
Capital outlay	-	-	-	-	-	-	987,832
Other disbursements	-	-	-	-	-	-	11,236,169
Total disbursements	-	6,114	10,000	-	-	-	48,497,345
Excess (deficiency) of receipts over disbursements	-	-	-	-	-	-	1,603,256
Cash and investments - ending	\$ 7,931	\$ -	\$ -	\$ 15,414	\$ (1,124)	\$ 2,598	\$ 18,116,270

SCOTT COUNTY
SCHEDULE OF LEASES AND DEBT
December 31, 2013

Lessor	Purpose	Annual Lease Payment	Lease Beginning Date	Lease Ending Date
Governmental activities:				
Ford Credit Company	Vehicle Lease (3)	\$ 1	7/11/2011	7/11/2013
Ford Motor Credit Company	Vehicle Lease (1)	4,139	12/6/2011	6/6/2014
Scott County Building Corporation	Courthouse Renovation/Addition	<u>339,000</u>	12/31/2003	6/30/2016
Total of annual lease payments		<u>\$ 343,140</u>		

Type	Description of Debt Purpose	Ending Principal Balance	Principal and Interest Due Within One Year
Governmental activities:			
Notes and loans payable	Sheriff Department Vehicle Purchase	<u>\$ 7,875</u>	<u>\$ 8,096</u>

SCOTT COUNTY
SCHEDULE OF CAPITAL ASSETS
December 31, 2013

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:	
Buildings	\$ 9,315,847
Machinery, equipment, and vehicles	<u>1,531,284</u>
Total capital assets	<u>\$ 10,847,131</u>

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SUPPLEMENTAL AUDIT OF
FEDERAL AWARDS



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE

TO: THE OFFICIALS OF SCOTT COUNTY, INDIANA

Report on Compliance for Each Major Federal Program

We have audited Scott County's (County) compliance with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2013. The County's major federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the County's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the County's compliance.

Opinion on Each Major Federal Program

In our opinion, the County complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2013.

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE
(Continued)

Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying Schedule of Findings and Questioned Costs as items 2013-006 and 2013-008. Our opinion on each major federal program is not modified with respect to these matters.

The County's response to the noncompliance findings identified in our audit is described in the accompanying Corrective Action Plan. The County's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

Report on Internal Control Over Compliance

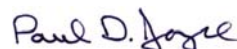
Management of the County is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the County's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control over compliance that we consider to be material weaknesses.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies in internal control over compliance described in the accompanying Schedule of Findings and Questioned Costs as items 2013-005 and 2013-007 to be material weaknesses.

The County's responses to the internal control over compliance findings identified in our audit are described in the accompanying Corrective Action Plan. The County's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.


Paul D. Joyce, CPA
State Examiner

January 28, 2015

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SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND ACCOMPANYING NOTE

The Schedule of Expenditures of Federal Awards and accompanying note presented were approved by management of the County. The schedule and note are presented as intended by the County.

SCOTT COUNTY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended December 31, 2013

Federal Grantor Agency/Pass-Through Entity Cluster Title/Program Title/Project Title	Federal CFDA Number	Pass-Through Entity (or Other) Identifying Number	Total Federal Awards Expended
DEPARTMENT OF JUSTICE			
Pass-through Indiana Criminal Justice Institute			
JAG Program Cluster			
Edward Byrne Memorial Justice Assistance Grant Program	16.738		
2011 Drug Interdiction		DJ-BX-2622	\$ 27,600
2012 Drug Interdiction		DJ-BX-0765	<u>27,018</u>
Total for JAG Program Cluster			<u>54,618</u>
Violence Against Women Formula Grants	16.588		
FY 2012 STOP Violence Against Women Grant		WF-AX-0035	<u>18,414</u>
Total for federal grantor agency			<u>73,032</u>
DEPARTMENT OF TRANSPORTATION			
Pass-through Indiana Department of Transportation			
Highway Planning and Construction Cluster			
Highway Planning and Construction	20.205		
Boatman Road		1005948	98,300
Bridge inventory		0810577	<u>20,480</u>
Total for Highway Planning and Construction Cluster			<u>118,780</u>
Highway Safety Cluster			
State and Community Highway Safety	20.600		
Operation Pullover		402 FY 13	<u>11,997</u>
Occupant Protection Incentive Grants	20.602		
Rural demonstration grant - seatbelts		405 FY 13	<u>6,114</u>
Total for Highway Safety Cluster			<u>18,111</u>
Total for federal grantor agency			<u>136,891</u>
DEPARTMENT OF HEALTH AND HUMAN SERVICES			
Pass-through Indiana State Department of Health			
Public Health Emergency Preparedness	93.069		
Grant A70-3-0532139, BPRS 171-75		U90TP517024-11	14,197
Grant A70-3-0532184, BPRS BP11		U90TP517024-11	<u>7,867</u>
Total for program			<u>22,064</u>
Hospital Preparedness Program (HPP) and Public Health Emergency	93.074		
Preparedness (PHEP) Aligned Cooperative Agreements			
2012 HPP AND PHEP Cooperative Agreements, BPRS 171-70		1U90TP000521.01	<u>17,025</u>
Centers for Disease Control and Prevention - Investigations and	93.283		
Technical Assistance			
Grant A70-3-0532139, BPRS 171-75		U90TP517024-11	3,850
Grant A70-3-0532184, BPRS BP11		U90TP517024-11	<u>2,133</u>
Total for program			<u>5,983</u>
Pass-through Indiana Department of Child Services			
Child Support Enforcement	93.563		
Prosecutor incentive		2013	13,731
Clerk incentive		2013	4,296
County incentive		2013	2,720
Reimbursements		2013	173,868
Indirect Costs		2013	<u>67,530</u>
Total - Child Support Enforcement			<u>262,145</u>
ARRA - Child Support Enforcement			
ARRA Prosecutor Incentive	93.563	2013	<u>1,794</u>
Total for program			<u>263,939</u>
Total for federal grantor agency			<u>309,011</u>
DEPARTMENT OF HOMELAND SECURITY			
Pass-through Indiana Department of Homeland Security			
Disaster Grants - Public Assistance (Presidentially Declared Disasters)	97.036		
Disaster 4058		143-0407F-00	<u>3,855</u>
Emergency Management Performance Grants	97.042		
EMPG 2011, Vertex radios		C44P-3-139B	4,050
EMPG 2012		C44P-3-299B	<u>28,147</u>
Total for program			<u>32,197</u>
Total for federal grantor agency			<u>36,052</u>
Total federal awards expended			<u>\$ 554,986</u>

The accompanying note is an integral part of the Schedule of Expenditures of Federal Awards.

SCOTT COUNTY
NOTE TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the County and is presented in accordance with the cash and investment basis of accounting used in the preparation of the financial statement. Accordingly, the amount of federal awards expended is based on when the disbursement related to the award occurs except when the federal award is received on a reimbursement basis. In these instances the federal awards are considered expended when the reimbursement is received.

SCOTT COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Section I - Summary of Auditor's Results

Financial Statement:

Type of auditor's report issued:	Adverse as to GAAP; Unmodified as to Regulatory Basis
Internal control over financial reporting:	
Material weaknesses identified?	yes
Significant deficiencies identified?	none reported
Noncompliance material to financial statement noted?	no

Federal Awards:

Internal control over major programs:	
Material weaknesses identified?	yes
Significant deficiencies identified?	none reported
Type of auditor's report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with section 510(a) of OMB Circular A-133?	yes

Identification of Major Programs:

CFDA Number	Name of Federal Program or Cluster
93.563	Highway Planning and Construction Cluster Child Support Enforcement

Dollar threshold used to distinguish between Type A and Type B programs: \$300,000

Auditee qualified as low-risk auditee?	no
--	----

Section II - Financial Statement Findings

FINDING 2013-001 - INTERNAL CONTROLS OVER THE PREPARATION OF THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

We noted the following deficiency in the internal control system of the County related to reporting. We believe the following deficiency constitutes a material weakness:

Lack of Segregation of Duties: Control activities should be selected and developed at various levels of the County to reduce risks to the achievement of financial reporting objectives. The County has not separated incompatible activities related to preparation of the Schedule of Expenditures of Federal Awards (SEFA).

SCOTT COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

The County Auditor's Office is responsible for preparing the SEFA which is based upon the grant information obtained from the financial accounting records and other information provided by each department. There was no evidence presented that a review of the SEFA was being made by someone other than the person preparing the SEFA. The failure to establish these controls could enable material misstatements or irregularities to remain undetected.

Governmental units should have internal controls in effect which provide reasonable assurance regarding the reliability of financial information and records, effectiveness and efficiency of operations, proper execution of management's objectives, and compliance with laws and regulations. Among other things, segregation of duties, safeguarding controls over cash and all other assets, and all forms of information processing are necessary for proper internal control.

Controls over the receipting, disbursing, recording, and accounting for the financial activities are necessary to avoid substantial risk of invalid transactions, inaccurate records and financial statements and incorrect decision making. (Accounting and Uniform Compliance Guidelines Manual for County Auditors of Indiana, Chapter 14)

FINDING 2013-002 - INTERNAL CONTROLS OVER FINANCIAL TRANSACTIONS AND REPORTING - COUNTY TREASURER

We noted the following deficiencies in the internal control system of the County Treasurer related to financial transactions and reporting:

Bank reconcilements were completed for individual bank accounts; however, no combined bank reconciliation was prepared, which would tie all the individual bank reconcilements to the County Treasurer's Cash Book. In addition, there was no evidence that the bank reconcilements were reviewed and approved by someone other than the person who prepared them.

Governmental units should have internal controls in effect which provide reasonable assurance regarding the reliability of financial information and records, effectiveness and efficiency of operations, proper execution of management's objectives, and compliance with laws and regulations. Among other things, segregation of duties, safeguarding controls over cash and all other assets, and all forms of information processing are necessary for proper internal control.

Controls over the receipting, disbursing, recording, and accounting for the financial activities are necessary to avoid substantial risk of invalid transactions, inaccurate records and financial statements and incorrect decision making. (Accounting and Uniform Compliance Guidelines Manual for County Treasurers of Indiana, Chapter 10)

FINDING 2013-003 - INTERNAL CONTROLS OVER FINANCIAL TRANSACTIONS AND REPORTING - CLERK OF THE CIRCUIT COURT

We noted the following deficiencies in the internal control system of the Clerk of the Circuit Court related to financial transactions and reporting:

SCOTT COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

Several staff members collected money and utilized the same cash drawers for the Clerk of the Circuit Court's collections. As a result, there was no separate accountability in case of errors, shortages, or cash long situations. The two bookkeepers also collected and receipted money, made adjustments, made up deposits, ran daily reports, issued checks, and prepared the bank reconcilements and the monthly financial reports.

There also was a lack of segregation of duties in that someone other than the persons who made up the deposits and processed the daily reports did not verify and document that the amounts being deposited agreed both to the total amount of receipts for that day and the composition of the deposit agreed to the software reports for both the Clerk of the Circuit Court's collections and the child support collections.

Credit card payments to the Clerk of the Circuit Court's Office were not being reconciled properly. These payments were being receipted promptly; however, in order to reconcile these payments, each individual credit card payment needed to be traced individually from the original payment through to the electronic funds deposit made by the credit card vendor. A separate bank account was being used for the credit card payments. Subsequent transfers were made from this bank account to the Clerk of the Circuit Court's regular operating bank account on a monthly basis; however, there were unidentified credit card payment funds left in the bank account due to not properly reconciling the credit card payments as they were being deposited within the bank account.

Governmental units should have internal controls in effect which provide reasonable assurance regarding the reliability of financial information and records, effectiveness and efficiency of operations, proper execution of management's objectives, and compliance with laws and regulations. Among other things, segregation of duties, safeguarding controls over cash and all other assets, and all forms of information processing are necessary for proper internal control.

Controls over the receipting, disbursing, recording, and accounting for the financial activities are necessary to avoid substantial risk of invalid transactions, inaccurate records and financial statements and incorrect decision making. (Accounting and Uniform Compliance Guidelines Manual for Clerks of the Circuit Courts of Indiana, Chapter 13)

***FINDING 2013-004 - INTERNAL CONTROLS OVER FINANCIAL
TRANSACTIONS AND REPORTING - COUNTY AUDITOR***

Control activities should be selected and developed at various levels to reduce risks of error and/or fraud of the financial statement. County Officials have not separated incompatible activities related to all areas of the financial statement. The failure to establish these controls could enable material misstatements to be undetected.

One employee of the County Auditor's Office processes the County payroll. This employee was also responsible for calculating and making all employee and employer benefit payments. Supporting documentation for these payments was retained in the payroll files; however, no review of the documentation was completed by another employee, nor were the checks and/or electronic payments compared to the supporting documentation by any other County employee. No claim forms were prepared for these disbursements, and they were not approved by the County Auditor or the Board of County Commissioners as required when an employer share was included.

SCOTT COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

In addition, there was no review and/or analysis of the payroll withholding funds for 2013 to ensure that the funds were posted properly and that the balances, if any, were correct and owed for unpaid and/or outstanding obligations.

Governmental units should have internal controls in effect which provide reasonable assurance regarding the reliability of financial information and records, effectiveness and efficiency of operations, proper execution of management's objectives, and compliance with laws and regulations. Among other things, segregation of duties, safeguarding controls over cash and all other assets, and all forms of information processing are necessary for proper internal control.

Controls over the receipting, disbursing, recording, and accounting for the financial activities are necessary to avoid substantial risk of invalid transactions, inaccurate records and financial statements and incorrect decision making. (Accounting and Uniform Compliance Guidelines Manual for County Auditors of Indiana, Chapter 14)

Section III - Federal Award Findings and Questioned Costs

FINDING 2013-005 - INTERNAL CONTROLS OVER COMPLIANCE REQUIREMENTS THAT HAVE A DIRECT AND MATERIAL EFFECT TO HIGHWAY PLANNING AND CONSTRUCTION

Federal Agency: Department of Transportation
Federal Program: Highway Planning and Construction
CFDA Number: 20.205
Federal Award Number and Year (or Other Identifying Number): 1005948, 0810577
Pass-Through Entity: Indiana Department of Transportation

Management of the County has not established an effective internal control system, which would include segregation of duties, related to the grant agreement and compliance requirements that have a direct and material effect to the program. This includes the following compliance requirements: Cash Management, Matching, and Reporting. The failure to establish an effective internal control system places the County at risk of noncompliance with the grant agreement and the compliance requirements. A lack of segregation of duties within an internal control system could also allow noncompliance with compliance requirements and allow the misuse and mismanagement of federal funds and assets by not having proper oversight, reviews, and approvals over the activities of the program.

The requests for reimbursement, which include computation of the matching requirement, are prepared and submitted by the Highway Superintendent without review or approval by another county official or employee.

An internal control system, including segregation of duties, should be designed and operate effectively to provide reasonable assurance that material noncompliance with the grant agreement, or a type of compliance requirement of a federal program will be prevented, or detected and corrected, on a timely basis. In order to have an effective internal control system, it is important to have proper segregation of duties. This is accomplished by making sure proper oversight, reviews, and approvals take place and to have a separation of functions over certain activities related to the program. The fundamental premise of segregation of duties is that an individual or small group of individuals should not be in a position to initiate, approve, undertake, and review the same activity.

SCOTT COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

OMB Circular A-133, Subpart C, section .300 states in part:

"The auditee shall: . . . (b) Maintain internal control over Federal programs that provides reasonable assurance that the auditee is managing Federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a material effect on each of its Federal programs."

The failure to establish internal controls could enable material noncompliance to go undetected. Noncompliance of the grant agreement or the compliance requirements that have a direct and material effect to the program could result in the loss of federal funds to the County.

We recommended that the County's management establish controls, including segregation of duties, related to the grant agreement and the compliance requirements noted above that have a direct and material effect to the program.

FINDING 2013-006 - CASH MANAGEMENT

Federal Agency: Department of Transportation
Federal Program: Highway Planning and Construction
CFDA Number: 20.205
Federal Award Number and Year (or Other Identifying Number): 1005948, 0810577
Pass-Through Entity: Indiana Department of Transportation

Amounts received by the County for the Highway Planning and Construction Program were requested and received in advance of payment for services, rather than requesting reimbursement based on expenditures actually paid. Of the 25 invoices paid during the year 2013, we noted four instances where the reimbursement from the pass-through entity was received before the invoice was paid by the County.

49 CFR 18.21 states in part:

"(a) *Scope*. This section prescribes the basic standard and the methods under which a Federal agency will make payments to grantees, and grantees will make payments to subgrantees and contractors.

(b) *Basic Standard*. Methods and procedures for payment shall minimize the time elapsing between the transfer of funds and disbursement by the grantee or subgrantee, in accordance with the Treasury regulations at 31 CFR part 205."

31 CFR 205.12(b)(5) states: "Reimbursable funding means that a Federal Program Agency transfers Federal funds to a State after that State has already paid out the funds for Federal assistance program purposes."

Noncompliance of the grant agreement or the compliance requirements that have a direct and material effect to the program could result in the loss of federal funds to the County.

We recommended the County ensure payments are made prior to requesting reimbursement to be in compliance with Cash Management requirements.

SCOTT COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

FINDING 2013-007 - INTERNAL CONTROLS OVER COMPLIANCE REQUIREMENTS THAT HAVE A DIRECT AND MATERIAL EFFECT TO CHILD SUPPORT ENFORCEMENT

Federal Agency: Department of Health and Human Services
Federal Program: Child Support Enforcement
CFDA Number: 93.563
Federal Award Number and Year (or Other Identifying Number): 2013
Pass-Through Entity: Indiana Department of Child Services

Management of the County has not established an effective internal control system, which would include segregation of duties, related to the grant agreement and compliance requirements that have a direct and material effect to the program. This includes the following compliance requirements: Activities Allowed or Unallowed; Allowable Costs/Cost Principles; Cash Management; and Reporting. The failure to establish an effective internal control system places the County at risk of noncompliance with the grant agreement and the compliance requirements. A lack of segregation of duties within an internal control system could also allow noncompliance with compliance requirements and allow the misuse and mismanagement of federal funds and assets by not having proper oversight, reviews, and approvals over the activities of the program.

Monthly Expense Claims for Title IV-D, Clerk of the Circuit Court Expenditures (Claim for Reimbursement) - The Clerk of the Circuit Court's Office relied upon a paid consultant to prepare monthly Claims for Reimbursement (Claims). Copies of the County's financial ledgers, invoices, and payroll information were provided to the consultant by the Clerk of the Circuit Court and County Auditor's staff. There was no evidence that the Clerk of the Circuit Court reviewed the Claims and the supporting documentation prior to signing the Claims and submitting them for reimbursement.

Lack of Segregation of Duties Over Quarterly Incentive Balance Reports - The Quarterly Incentive Balance Reports (State Form 54766) submitted to the Indiana Department of Child Services by the County were prepared and certified by the County Auditor. There was no evidence presented for audit that the reports were reviewed by another person.

An internal control system, including segregation of duties, should be designed and operate effectively to provide reasonable assurance that material noncompliance with the grant agreement, or a type of compliance requirement of a federal program will be prevented, or detected and corrected, on a timely basis. In order to have an effective internal control system, it is important to have proper segregation of duties. This is accomplished by making sure proper oversight, reviews, and approvals take place and to have a separation of functions over certain activities related to the program. The fundamental premise of segregation of duties is that an individual or small group of individuals should not be in a position to initiate, approve, undertake, and review the same activity.

OMB Circular A-133, Subpart C, section .300 states in part:

"The auditee shall: . . . (b) Maintain internal control over Federal programs that provides reasonable assurance that the auditee is managing Federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a material effect on each of its Federal programs."

The failure to establish internal controls could enable material noncompliance to go undetected. Noncompliance of the grant agreement or the compliance requirements that have a direct and material effect to the program could result in the loss of federal funds to the County.

SCOTT COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

We recommended that the County's management establish controls, including segregation of duties, related to the grant agreement and the compliance requirements noted above that have a direct and material effect to the program.

***FINDING 2013-008 - NONCOMPLIANCE OVER ACTIVITIES ALLOWED OR UNALLOWED;
ALLOWABLE COSTS/COST PRINCIPLES; AND REPORTING***

Federal Agency: Department of Health and Human Services
Federal Program: Child Support Enforcement
CFDA Number: 93.563
Federal Award Number and Year (or Other Identifying Number): 2013
Pass-Through Entity: Indiana Department of Child Services

Activities Allowed or Unallowed and Allowable Costs/Cost Principles

Health Insurance Expenditures: The County Prosecutor's Office used 100 percent of the employer share of the medical benefits for two of their staff when requesting reimbursement. However, the two employees' time for IV-D was reported to be between 25 percent and 60 percent of the total time reported per month. For the five months reviewed, total insurance claimed for the two employees was \$8,588, and, at the FFP rate of 66 percent, \$5,668 was reimbursed to the County. In the months reviewed, the two employees' spent a maximum of 60 percent of the total time reported on IV-D, resulting in the maximum amount that should have been reimbursed of \$3,401. The difference between what was actually reimbursed (\$5,668) and the maximum that should have been reimbursed (\$3,401) represents a questioned cost of \$2,267.

File Clerk Expenditures: An intern File Clerk who worked part-time in the Child Support Division was paid entirely from Prosecutor's IV-D Incent #2 Fund for nine pay periods in 2013. The total paid was \$2,788. However, the File Clerk only worked 50 percent of her time in the Child Support Division, resulting in questioned costs of \$1,394.

Telephone Expenditures: The County Prosecutor's Office paid the entire cost of regular phone expenditures from the Prosecutor's IV-D Incent #2 Fund. No proration of the phone costs was made to ensure that only the portion associated with the Child Support Division was paid from the Prosecutor's IV-D Incentive #2 Fund. We consider \$1,330 to be questioned costs.

Mileage Reimbursement Expenditures: A mileage claim was paid entirely from Prosecutor's IV-D Incent #2 Fund for an employee whose duties include investigations other than child support. The mileage claim reviewed included \$251 for mileage reimbursement for investigations other than child support. We consider \$251 to be questioned costs.

Online Legal Research Library Expenditures: Online legal research library expenditures of \$600 were paid from the Prosecutor's IV-D Incent #2 Fund at 100 percent, with no designation of what (if any) portion was properly attributable to the IV-D program. We consider \$600 to be questioned costs.

Clerk Incentive Expenditures: Amounts paid from the Clerk's IV-D Incent #2 Fund were not prorated to only pay the IV-D portion of certain invoices. In 2013, five copier and four mail machine monthly lease payments totaling \$1,704 were paid from the Clerk's IV-D Incent #2 Fund. Other payments made from the Clerk's IV-D Incent #2 Fund at 100 percent with no designation of what (if any) portion was properly attributable to the IV-D program were toner of \$102, and envelopes of \$1,540. We consider \$3,346 to be questioned costs.

SCOTT COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

Court Referee Expenditures: No supporting documentation was retained for audit for the monthly expense claims. The total amount reimbursed in 2013 was \$18,918, which consisted mostly of personal services.

45 CFR 305.35 states in part:

"(a) A State must expend the full amount of incentive payments received under this part to supplement, and not supplant, other funds used by the State to carry out IV-D program activities or funds for other activities approved by the Secretary which may contribute to improving the effectiveness or efficiency of the State's IV-D program, including cost-effective contracts with local agencies, whether or not the expenditures for the activity are eligible for reimbursement under this part.

(b) In those States in which incentive payments are passed through to political subdivisions or localities, such payments must be used in accordance with this section."

The County was required to maintain time and effort reports on full and part-time employees paid from the grant. The Indiana Department of Child Services had a report titled "Record of Monthly Time, State Form 45272 (3-92)/DFC Form 918." This form provided a space for employees to enter hours worked each day during the month and then a place for them to sign that the time represented only Title IV-D work and is true and correct. In all five months reviewed, not all employees claimed for reimbursement in the County Prosecutor's Office signed the forms certifying the hours they worked.

OMB Circular A-87, Attachment B, item 8(h), states in part:

"(3) Where employees are expected to work solely on a single Federal award or cost objective, charges for their salaries and wages will be supported by periodic certifications that the employees worked solely on that program for the period covered by the certification. These certifications will be prepared at least semi-annually and will be signed by the employee or supervisory official having first-hand knowledge of the work performed by the employee.

(4) Where employees work on multiple activities or cost objectives, a distribution of their salaries or wages will be supported by personnel activity reports or equivalent documentation which meets the standards in subsection (5) unless a statistical sampling system (see subsection (6)) or other substitute system has been approved by the cognizant Federal agency."

County Officials did not comply with the Activities Allowed or Unallowed, and Allowable Costs/Cost Principles compliance requirements for the Child Support Enforcement program. Noncompliance with the grant agreement or the compliance requirements that have a direct and material effect to the program could result in the loss of federal funds to the County.

We recommended that County Officials work with the Indiana Department of Child Services to determine what adjustments and/or corrections need to be made. Additionally, we recommended that the IV-D Court maintain proper time and effort reporting.

SCOTT COUNTY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
(Continued)

Reporting

Quarterly Incentive Expenditure Reports - Prosecuting Attorney

The Quarterly Incentive Expenditure Reports for the Prosecutor IV-D Incent #2 Fund filed in 2013, were not based on the actual cash disbursements for three quarters in the year 2013. This resulted in a net under reported amount of \$4,555 in expenditures for the year.

The Cooperative Agreement for Federal Financial Participation (FFP) for Prosecuting Attorneys Performing Title IV-D Services, Section IV - Reimbursement, Budget, Incentive Distributions, and Audits states in part: "B. Reimbursements . . . (9) the Prosecuting Attorney will report, on a quarterly basis, incentive expenditures and the absence of expenditures during the quarter on Quarterly Incentive Report Form (State Form No. 54528) incorporated by reference hereto, in accordance with procedures and timeframes established by CSB that comply with federal and state law."

The Indiana Department of Child Services issued the "IV-D Expense Reporting and Reimbursement Guide" (Guide) on December 30, 2011. The Guide discusses incentive reporting: "Quarterly Reporting for Incentive Expenditures - Consistent with the quarterly prospective distribution of incentive funds, County Offices will be required to submit the Quarterly Incentive Expenditure Report Form to DCS Accounting Operations each quarter."

The Indiana Department of Child Services cannot adequately monitor the grant funds, or adequately assess the County's needs, without receiving accurate and timely reporting from the County departments. Submission of inaccurate financial reports could jeopardize the receipt of future federal assistance to the County.

We recommended that County Officials prepare and submit accurate and complete reports in accordance with the federal guidelines.

AUDITEE PREPARED DOCUMENTS

The subsequent documents were provided by management of the County. The documents are presented as intended by the County.

TERESA VANNARSDALL

Auditor Scott County

September 17, 2014

Summary Schedule of Prior Audit Findings

FINDING NUMBER 2012-005 – INTERNAL CONTROLS OVER EQUIPMENT AND REAL PROPERTY

Department of Defense
Donation of Federal Surplus Property

Finding 2012-006 – Internal controls over compliance requirements on Child Support Enforcement Program

Department of Health and Human Services
CFDA Number: 93.563

Finding 2012-007 – Noncompliance with requirements over activities allowed or unallowed, allowable cost/cost principles, cash management, and reporting.

Child Support Enforcement
Department of Health and Human Services
CFDA Number: 93.563

Status of findings:

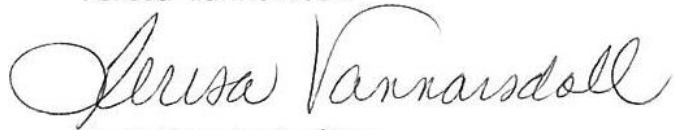
2012-05: The list is complete and no other equipment has been obtained to this date.

2012-006: Controls are being put in place. Audit for 2012 ended at the end of 2013 and there wasn't sufficient time to put controls into place at that time.

2012-007: Controls are being put in place. Audit for 2012 ended at the end of 2013 and there wasn't sufficient time to put controls into place at that time.

Due to the audit ending in December of 2013 some of the responses have been put into effect in 2014. The goal is to have all corrective actions completed by the end of 2014.

Teresa Vannarsdall

A handwritten signature in cursive script that reads "Teresa Vannarsdall". The signature is fluid and elegant, with a large initial 'T' and 'V'.

Scott County Auditor



Tammy Stout Johnson

Auditor of Scott County

Scott County Courthouse
1 East McClain Avenue, Suite 130

Scottsburg, IN 47170

Phone (812) 752-8408

Fax (812) 752-7914

tammy.johnson@scottcounty.in.gov

January 19, 2015

Corrective Action Plan

Contact Person: Tammy Stout Johnson

Title: Scott County Auditor

Phone Number: 812-752-8408

Completion date: December 2013

Federal Finding 2013-001 INTERNAL CONTROLS OVER THE PREPARATION OF THE SCHEDULE OF FEDERAL AWARDS

The SEFA will be prepared and reviewed by two or more individuals in the Auditor's office.

Federal Finding 2013-004 INTERNAL CONTROLS OVER THE FINANCIAL TRANSACTIONS AND REPORTING-COUNTY AUDITOR

The County Auditor Payroll Clerk processes the payroll as well as calculating and paying employer benefits payments. An employee other than the payroll clerk reviews the files afterward. Checks and electronic payments are also reviewed and compared by other employees. Claim forms are being made and are prepared by the County Commissioners.

Federal Finding 2013-007 INTERNAL CONTROLS OVER COMPLIANCE REQUIREMENTS THAT HAVE A DIRECT AND MATERIAL EFFECT TO CHILD SUPPORT ENFORCEMENT

Child Support Enforcement

Internal controls and segregation of duties related to grant agreements and compliance will be put into place.

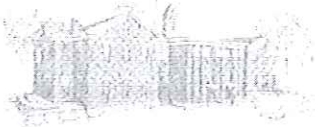
Auditor-Quarterly Incentive Balance Reports

Quarterly balance report will be prepared and submitted by the Auditor and an employee for compliance.

Sincerely,

Tammy Stout Johnson

Scott County Auditor



Missy Applegate
SCOTT COUNTY CLERK OF COURTS

1111 1st. Cl. Avenue, Suite 130
Scottsburg, Indiana 47170
(812) 752-8420

"Corrective Action Plan"

Section II Financial Statement Findings

Finding 2013-003 – Internal Controls Over Financial Transactions And Reporting – Clerk of the Circuit Court

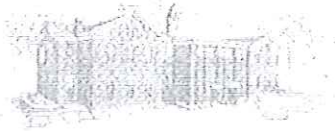
Contact Person: Missy Applegate
Contact Information: 812-752-8420
Expected Completion date:

Corrective Action:

As I stated last year on my corrective action plan the clerk's office starts each day with \$100, so the superior side gets \$50 and Circuit side gets \$50. When an employee takes a payment there is a receipt with how much money they took and who took the payment. At the end of day when each side balances out the money will match the reports and receipts. They money has to agree with the programs in Odyssey and ISETS or we know something is wrong. Internal controls are now being done and an employee is signing off and checking others work for adjustments, deposits, reports and reconcilements. The credit card issues are now be addressed as we are tracing the electronic funds by the credit card vendor on three separate occasions and printing receipts for each time. We will be correcting the funds in the credit card bank account and transferring them to county general.

Sincerely,

Missy Applegate
Missy Applegate
Clerk of Circuit Court
January 13, 2015



Missy Applegate

SCOTT COUNTY CLERK OF COURTS

1 East McClain Avenue, Suite 100
Scottsburg, Indiana 47170
(812) 752-8420

"Corrective Action Plan"

Finding 2013-007 – Internal Controls Over Compliance Requirements That Have A Direct And Material Effect To Child Support Enforcement

Federal Agency: Department of Health and Human Services

Federal Program: Child Support Enforcement

CFDA Number: 93.563

Federal Award Number and Year: 2013

Pass-Through Entity: Indiana Department of Child

Contact Person: Missy Applegate

Contact Information: 812-752-8420

Expected Completion date:

Corrective Action:

The Clerk will be reviewing the paid consultants monthly claims and supporting documentation prior to signing and submitting them for reimbursement. The Clerk will also look into establishing internal controls for compliance requirements of the program.

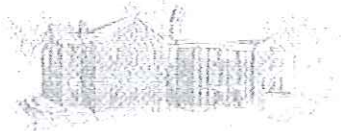
Sincerely,

Missy Applegate

Missy Applegate

Clerk of Circuit Court

January 13, 2015



Missy Applegate

SCOTT COUNTY CLERK OF COURTS

1 East McClain Avenue, Suite 120
Scottsburg, Indiana 47170
(812) 752-8420

"Corrective Action Plan"

Finding 2013-008 – Noncompliance Over Activities Allowed or Unallowed; Allowable Costs/Cost Principles; and Reporting

Federal Agency: Department of Health and Human Services

Federal Program: Child Support Enforcement

CFDA Number: 93.563

Federal Award Number and Year: 2013

Pass-Through Entity: Indiana Department of Child

Contact Person: Missy Applegate

Contact Information: 812-752-8420

Expected Completion date:

Corrective Action:

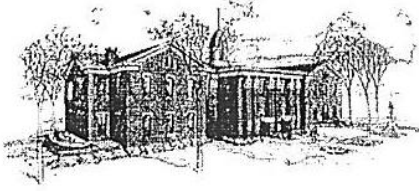
The copier and mail machine are no longer paid out of the Clerk's IV-D Incentive Fund and the money spent in 2013 for these will be refunded back to state. Also, the other claims taken out of the Clerk's IV-D Incentive Fund will also be refunded back to the state.

Sincerely,

Missy Applegate
Missy Applegate

Clerk of Circuit Court

January 13, 2015



Sheryl Jent
SCOTT COUNTY TREASURER
1 East McClain Avenue, Suite 140
Scottsburg, Indiana 47170
(812) 752-8414

January 2, 2015

CORRECTIVE ACTION PLAN

**FINDING 2013-002 - INTERNAL CONTROLS OVER FINANCIAL TRANSACTIONS AND REPORTING –
COUNTY TREASURER**

Contact Person: Sheryl Jent
Title: Scott County Treasurer
Contact Information: (812) 752-8414
Expected completion date: Ongoing

Corrective Action(s):

The cash book/sheet will be initialed by the Bookkeeper after verifying cash book balance to each category of tax software report.

A "County Treasurer's Monthly Report" will be completed to show combined bank reconciliation rather than just individual bank accounts. Each bank statement will be placed in each monthly tub in addition to binders for easy access when needed.

Bank reconciliations will be reviewed and approved by Treasurer and Bookkeeper with support of documentation.

A log of significant adjustments or other issues will be retained in order to provide better audit information.

On or before the 16th of each month, a report showing the financial condition of the office as of the close of business on the last day of the preceding month will be prepared.

Sheryl Jent
Scott Co. Treasurer



SCOTT COUNTY PROSECUTING ATTORNEY

SIXTH JUDICIAL CIRCUIT

1 East McClain Avenue, Suite 220 ❖ Scottsburg, Indiana 47170
Phone 812-752-8466 ❖ Fax 812-752-3441

Jason M. Mount
Prosecuting Attorney

Chris A. Owens
Chief Deputy
Prosecutor

Amanda C. Herald
Drug Interdiction
Prosecutor

Elizabeth A. Stigdon
IV-D Prosecutor

Steve Wollmann
Investigator

Amy J. Bowles
Administrative
Assistant

Bonita J. Combs
Administrative
Assistant

January 5, 2015

CORRECTIVE ACTION PLAN

FINDING 2013-007 – INTERNAL CONTROLS OVER COMPLIANCE REQUIREMENTS THAT HAVE A DIRECT AND MATERIAL EFFECT ON CHILD SUPPORT ENFORCEMENT

Federal Agency: Department of Health and Human Services
Federal Program: Child Support Enforcement
CFDA Number: 93.563
Federal Award Number and Year (or Other Identifying Number): Child Support 2013
Pass-Through Entity: Indiana Department of Child Services

Contact Person: Jason M. Mount
Contact Information: 812-752-8466
Expected completion date: 12-31-2014

Corrective Action:

We will work on establishing internal controls and segregation of duties for the compliance requirements applicable to the Child Support program. We will work with the Department of Child Services and review their training materials, and obtain copies of the A-133 circulars and the Compliance Supplement. Some of this has been done since it was brought to our attention in 2014.

FINDING 2013-008 –NONCOMPLIANCE OVER ACTIVITIES ALLOWED OR UNALLOWED; ALLOWABLE COSTS/COST PRINCIPLES, CASH MANAGEMENT, AND REPORTING

Federal Agency: Department of Health and Human Services
Federal Program: Child Support Enforcement
CFDA Number: 93.563
Federal Award Number and Year (or Other Identifying Number): Child Support 2013
Pass-Through Entity: Indiana Department of Child Services

Contact Person: Jason M. Mount



SCOTT COUNTY PROSECUTING ATTORNEY

SIXTH JUDICIAL CIRCUIT

1 East McClain Avenue, Suite 220 ❖ Scottsburg, Indiana 47170

Phone 812-752-8466 ❖ Fax 812-752-3441

Jason M. Mount

Prosecuting Attorney

Chris A. Owens

*Chief Deputy
Prosecutor*

Amanda C. Herald

*Drug Interdiction
Prosecutor*

Elizabeth A. Stigdon

IV-D Prosecutor

Steve Wollmann

Investigator

Amy J. Bowles

*Administrative
Assistant*

Bonita J. Combs

*Administrative
Assistant*

Contact Information: 812-752-8466
Expected completion date: 12-31-2014

Corrective Action:

Additional training will be provided to personnel responsible for administering the Child Support program regarding the proper cost to be charged to the program and how the costs charged should be determined. Additional monitoring procedures will be implemented to review the activity to ensure the property amounts are being charged.

Specifically with respect to HEALTH INSURANCE EXPENDITURES, this was brought to our attention in 2014 as part of the 2012 audit, and we have already addressed it going forward.

Specifically with respect to FILE CLERK EXPENDITURES, this was brought to our attention in 2014 as part of the 2012 audit, and we have already addressed it. In the past we had been advised that we could file 100% claims against IV-D funds so long as they are balanced proportionally by like 100% claims against county funds, which is what we were doing here. We have since been advised that this is no longer the case, and we should file EACH CLAIM as a percentage against each fund. We have hesitated to do this because it creates additional work for our auditor, and adds confusion to the issue.

Specifically with respect to LIBRARY EXPENDITURES, actual expenditures for the calendar year exceeded \$600.00. Claims were only made against IV-D funds after County General budget line items had been fully expended. In the past we had been advised that we could file 100% claims against IV-D funds so long as they are balanced proportionally by like 100% claims against county funds. We have since been advised that this is no longer the case, and we should file EACH CLAIM as a percentage against each fund. We have hesitated to do this because it creates additional work for our auditor, and adds confusion to the issue. In doing so, we actually UNDERCLAIMED Library expenses. This was brought to our attention as part of the 2012 audit process and has already been addressed. Going forward, we will file each library expense on a 60% / 40% basis, which should result in additional IV-D reimbursement to the County.



SCOTT COUNTY PROSECUTING ATTORNEY

SIXTH JUDICIAL CIRCUIT

1 East McClain Avenue, Suite 220 ❖ Scottsburg, Indiana 47170
Phone 812-752-8466 ❖ Fax 812-752-3441

Jason M. Mount

Prosecuting Attorney

Chris A. Owens

*Chief Deputy
Prosecutor*

Amanda C. Herald

*Drug Interdiction
Prosecutor*

Elizabeth A. Stigdon

IV-D Prosecutor

Steve Wollmann

Investigator

Amy J. Bowles

*Administrative
Assistant*

Bonita J. Combs

*Administrative
Assistant*

Specifically with respect to TELEPHONE EXPENDITURES, this issue has been resolved going forward. IV-D will pay only for the three telephone lines they use.

Specifically with respect to MILEAGE REIMBURSEMENT EXPENDITURES, this was brought to our attention in 2014 as part of the 2012 audit, and we have made efforts to insure it does not continue to occur.

Salary and benefit claims have been adjusted; however, there may still be inaccuracies. The Child Support Division will continue to review these benefits and properly claim them as against the hours worked/claimed toward child support enforcement.

The Prosecutors Office will continue to work with the Auditor's Office, the Department of Child Services, and CSB to be sure that expenditures are properly claimed and in the proper amounts.



Jason M. Mount
Scott County Prosecutor

SCOTT COUNTY HIGHWAY DEPARTMENT

1101 South Main Street • Scottsburg, Indiana 47170
(812) 752-8470 • Fax (812) 752-2818

January 14, 2015

Corrective Action Plan

Contact Person: Jill Baker
Title: Highway Superintendent
Phone Number: 812-752-8470
Completion Date: January 2, 2015

Federal Finding NO. 2013-005 INTERNAL CONTROLS OVER COMPLIANCE REQUIREMENTS THAT HAVE A DIRECT AND MATERIAL EFFECT TO HIGHWAY PLANNING AND CONSTRUCTION.

Action Taken: Established Internal Controls between Superintendent and clerical position.

Federal Finding NO. 2013-006 CASH MANAGEMENT

Action Taken: Established Controls where a copy of the paid invoice including copy of the processed check is attached to reimbursement form.

Sincerely,



Jill Baker
Scott County Highway Superintendent

January 13, 2015
Scott Circuit Court, Corrective Action Plan

Finding 2013-007 – Internal Controls Over Compliance Requirements That Have A Direct and Material Effect on Child Support Enforcement

Finding 2013-008 – Noncompliance Over Activities Allowed or Unallowed; Allowable Costs/Cost Principles; Cash Management; and Reporting

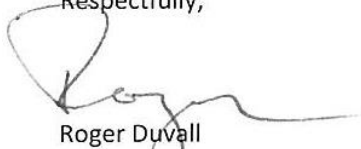
Contact Person: Circuit Court Judge, Roger Duvall
Contact Information: 812-752-8430
Expected Completion Date: Ongoing process

I have received a copy of the schedule of findings and questioned costs. I would respond by attaching a copy of my previous comments to the IV-D Audit. My position remains the same as I believe this is an unnecessary waste of my staff's time to have to maintain detailed time records. We were the second neediest county in the state last year in need of additional judicial officers based upon the county case filings. Every minute of our work day is valuable as I know all other courts have at least 3 employees and most courts have significantly greater staff numbers.

We did conduct one time study last year. I did not conduct further quarterly studies as I continued to receive communication from Indianapolis about this issue. This resulted in my agreeing to use of time records. See the e-mail of 11/14/14 and attached activity report. For information purposes, the time study for the month of July, 2014 reflected 40.1 hours for the referee (who under the cooperative agreement is to work 7 hours a week on IV-D work) and 94.1 hours for the court staff (who under the cooperative agreement is to work 10.5 hours a week on IV-D work).

Please consider the use of the activity reports as the corrective action to be taken by the Scott Circuit Court.

Respectfully,



Roger Duvall

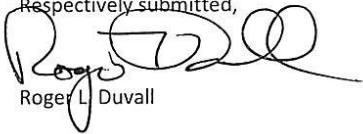
Response of the Scott Circuit Court to the Draft IV-D Audit:

The Court attaches the information provided in November, 2013 at the request of the State Board of Account. The Court would refer to OMB Circular A-87 which is found on the third page of the draft. The employees of the Scott Circuit Court, as explained in the November material, work on a wide variety of issues. The time that they spend on IV-D related work exceeds the time that is sought for reimbursement and no time is allotted for employees of the Scott Superior Court which also has cases handled by the Circuit Court IV-D program.

Where employees work multiple activities or cost objectives, a distribution of their salaries or wages will be supported by personnel activity reports or equivalent documentation...unless a statistical sampling system or other substitute system has been approved..

The Court will conduct a quarterly statistical sampling where records are maintained by employees as a means of measuring actual work performed in connection with the IV-D Court program. The Court sees the benefit in this statistical sampling because it would be anticipated that time dedicated to the IV-D Court Program would be beyond what is currently reported for reimbursement purposes thereby enabling the Court to seek greater reimbursement from the State of Indiana for this program.

Respectively submitted,



Roger L. Duvall

Memo re Title IV-D Court Program

Dear Teresa,

I am not certain exactly what the State Board of Accounts is requesting but I will do my best to explain the Court program.

We began this program in part because of the inherent conflicts that I would have having served as Prosecuting Attorney for 18 years and therefore the person in charge of child support collection from 1987 through 2004. The program to employ a referee offered by the DCS Child Support Bureau provided the perfect way to deal with my conflict, but more importantly allow for the timely collection of child support payments.

The program as administered in Scott County has been unchanged since 2005 other than the replacement of Jeffrey Nierman as Referee in 2009 when Maria Granger was elected to the Floyd Superior Court.

The child support cases are heard on Wednesday every week. Because Scott County has one of the highest out of wedlock pregnancy rates in the state, high public assistance levels and low earnings levels, the child support docket has always represented a disproportional part of the overall docket.

As for the hours that are worked by those persons under the child support grant:

1. Referee Nierman is employed 7 hours a week. He arrives by no later than 7:45 every Wednesday.
2. Cases are scheduled beginning at 8:15 am until noon and he is on the bench continuously for that time. The docket can extend beyond 12:00 depending on the nature of the hearing. The 8:00 to 8:15 time slot is reserved if there is a need for an emergency hearing (attached is a scheduling worksheet for the last 3 weeks in November and the first 3 weeks of December). In the afternoon Referee Nierman prepares orders based upon the morning hearings and reviews the files for the following week. Referee Nierman is also available for status conferences with the child support office to review child support payment history on cases that has previously heard and the Court and the prosecutor's office are monitoring payments.
3. Cindy Bonsett acts as the Court reporter for the child support hearings. In this capacity she is scheduled 6 ½ hours a week. Four plus hours are spent in the Courtroom. The remaining 2 ½ hours a week are spent though out the week processing the daily filings, entering docket notes and typical work associated with processing hearings and the case files. The Court staff collects and prepares the files for Court use, not the Clerks Office.
4. Stacy Turner handles the child support files while Referee Nierman and Mrs. Bonsett are in the Courtroom. She also assists during the week.
5. No other issues are addressed in the child support hearings other than the establishment and collection of support. If there is a visitation or custody issue then that part of the case is bifurcated and heard on a day other than Wednesday.
6. The Circuit Court program also handles Superior Court IV-D child support cases (any case on the schedule that is "72D01" is a Superior Court case). While paternity cases are only filed in Circuit

Court, dissolution cases may be filed in both courts and those persons whose marriage has been dissolved may seek enforcement of their child support through the prosecutor's office.

7. Admittedly, the 2 ½ hours of Mrs. Bonsett's time and part of the time of Mrs. Turner is for time on days other than Wednesday. IV-D child support cases are handled every day of the week and there is a constant stream of paperwork between the courts and the prosecutor's office. There is no way to record that time in detail without making the record keeping more exhaustive than the work itself. It would defy common sense to say that child support collection pleadings or orders could only be filed in a two or three hour block on another day of the week; or that calls would only be taken and answered in a set block of time. It would be counterproductive to the collection of child support to limit the clerical work of the child support cases to just a set block of time in order to facilitate record keeping.
8. Finally I would note that no reimbursement is sought for the time of the Superior Court staff even though that staff must also process filings and orders and enter information into the case history. Additionally the Court staff conducts some hearings with me sitting as judge for those cases filed in 2005 and later when the Wednesday is an inconvenient day for a hearing.

I hope this is helpful. If there is additional information needed I will try my best to provide that information. I am also open to suggestions as to ways to better document this for State Board of Accounts purposes.

Courts can be timely and methodical in their docket. I am sure that makes record keeping easy. For some judges that works but in my experience that often results in delayed settings. We have always tried to be flexible and timely. It serves no one any benefit for people to have to wait 3 months for a hearing. That means we take the calls as they come in, we process the papers as they come in and we try to squeeze the hearings in when we can. According to Indiana Judicial Center standards for weighted case load measurements the two Courts in Scott County are carrying in excess of the "normal case load" of three courts. We are able to do that in part because of the flexibility mentioned and the willingness of the staff to handle whatever comes in without regard to who is assigned to a specific duty.



Roger Duvall <duvall.roger@gmail.com>

Title IV-D Reimbursement Claims

1 message

Frank, Donna <Donna.Frank@dcs.in.gov>
To: "Duvall, Roger" <duvall.roger@gmail.com>

Fri, Nov 14, 2014 at 4:29 PM

Judge Duvall,

I hope your week has gone well. I have attached to this email a copy of the personnel activity report that we discussed last Thursday, November 6th. This report is relatively quick and simple to fill out. If you have any questions about it, I will be more than happy to answer them.

Have a great weekend!

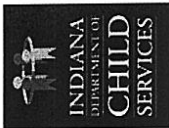
Thanks,

Donna

Donna M. Frank
Staff Attorney
Indiana Department of Child Services
Child Support Bureau
(317) 234-7970
Donna.Frank@dcs.in.gov
Children thrive in safe, caring, supportive families and communities.

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 Personnel Activity Report (Prosecutor or Court).xlsm
43K



Personnel Activity Report County Prosecutors/IV-D Courts

PRINT

Address: _____
City/State: _____

Employee Number: _____
Job Title: _____

Historical IV-D Average: _____
< The IV-D Allocation is the percentage of the employee's pay which can be claimed for IV-D reimbursement or paid for with Incentive Funds

Employee Name: _____
 Pay Period Ending: 3/1/2013
 IV-D Allocation: #DIV/0!
 Non IV-D Allocation: #DIV/0!

COUNTY: ADAMS COUNTY OFFICE: PROSECUTOR

WEEK 1

	Saturday 2/16/2013	Sunday 2/17/2013	Monday 2/18/2013	Tuesday 2/19/2013	Wednesday 2/20/2013	Thursday 2/21/2013	Friday 2/22/2013	Total
IV-D								0
Non IV-D								0
Paid Time Off								0
Total	0	0	0	0	0	0	0	0

Input time in 15 minute (.25 hour) increments

WEEK 2

	Saturday 2/23/2013	Sunday 2/24/2013	Monday 2/25/2013	Tuesday 2/26/2013	Wednesday 2/27/2013	Thursday 2/28/2013	Friday 3/1/2013	Total
IV-D								0
Non IV-D								0
Paid Time Off								0
Total	0	0	0	0	0	0	0	0

Input time in 15 minute (.25 hour) increments

Employee Signature: _____ Date _____

I certify all time identified as IV-D above was time spent performing only Title IV-D activity.



Personnel Activity Report County Prosecutors/IV-D Courts

Personnel Activity Report:
This report should be completed by any employee that shares time between IV-D Duties and Non-IV-D Duties. 100% of the employee's activity should be documented on this report. The form should be signed by the employee and maintained in IV-D claim records to support the percentage of the employee's salary and benefits charged to IV-D. The report should be completed after work has finished. **Pay Period Ending:** Enter the end date of two-week pay period and the dates in week 1 and week 2 will update.

Employee Name: John Doe
 Pay Period Ending: 3/1/2013
 IV-D Allocation: 65.00%
 Non IV-D Allocation: 35.00%

Employee Number: 2345
 Job Title: Investigator
 Historical IV-D Average: 62%

Historical IV-D Average:
This field requires input of the employee's historical IV-D percentage to allocate an employee's paid leave appropriately to IV-D. An office could use any time period to calculate the average but should be consistent in the calculation used.

IV-D Hours: The employee should enter the number of hours each day spent on IV-D Duties.

IV-D Allocation Percentage:
This percentage represents the percentage of the employee's time spent on IV-D duties. This is a calculated field determined from the hours the employee documents as IV-D compared to the total hours.

Non IV-D Hours: The employee should enter the number of hours each day spent on Non-IV-D Duties.

IV-D Allocation Percentage:
This percentage represents the percentage of the employee's time spent on IV-D duties. This is a calculated field determined from the hours the employee documents as IV-D compared to the total hours.

	WEEK 1	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
IV-D	3	4	5	5	5	5	5	6	23
Non IV-D	5	4	3	3	3	3	3	2	17
Paid Time Off									0
Total	0	0	0	8	8	8	8	8	40

Input time in 15 minute (.25 hour) increments

Paid Time Off: The employee should enter any hours of paid time off in these rows. Unpaid leave should be excluded from this form. By entering the 'Historical IV-D Average' in the field 113, the employee's paid leave will be accurately allocated between IV-D and

	WEEK 2	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Total
IV-D	8	6	4	5	5	5	5	6	29
Non IV-D	0	2	4	3	3	3	3	2	11
Paid Time Off									0
Total	0	0	0	8	8	8	8	8	40

Input time in 15 minute (.25 hour) increments

Employee Signature:

OTHER REPORT

In addition to this report, a Supplemental Compliance Report has been issued for the County. That report can be found on the Indiana State Board of Accounts' website: <http://www.in.gov/sboa/>.