



STATE OF INDIANA

Mitchell E. Daniels, Jr.
Governor

OFFICE OF MANAGEMENT & BUDGET

Ryan Kitchell
Director

December 12, 2008

Ms. Diane Burns
Director
Beech Grove Public Library
1102 Main Street
Beech Grove, IN 46107

Dear Ms. Burns,

This letter acknowledges the Distressed Unit Appeals Board's ("DUAB") receipt, on December 7th, 2008, of the DUAB petition and financial plan for the Beech Grove Public Library ("Petitioner").

Rule 4-2 of the "DUAB Administrative Policies and Procedures" defines the required contents of a DUAB petition. After review of your submitted petition, we were unable to locate the following required contents:

- The resolution adopted by the fiscal body of the Petitioner approving the petition to the DUAB for relief from the circuit breaker credit for a calendar year (Rule 4-2(b))
- The budget adopted by the Petitioner or the applicable fiscal body under 6-1.1-17 (Rule 4-2(e))
- The nonbinding recommendation of the county fiscal body issued to the Petitioner under 6-1.1-17-3.5 for the 2009 budget year (Rule 4-2(f))
- Current and projected growth in the number of residents and other citizens served by the Petitioner (Rule 4-2(g))
- Prior and existing revenue and expenditures of the Petitioner (Rule 4-2(i))
- Current and projected growth in the assessed value of property in the jurisdiction served by the Petitioner (Rule 4-2(j))

Rule 4-3(a) states that "failure to comply with the petition content requirements shall be cause for the petition to be returned" for correction. The DUAB asks that you correct the omissions described above and return corrections within ten (10) calendar days of the receipt of this notice (See Rule 4-3(b)).

If you have any questions or comments I would be happy to assist you; please contact me at (317) 234-2115 or chatkins@omb.in.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher D. Atkins".

Christopher D. Atkins
General Counsel and Policy Director
Indiana Office of Management and Budget
1 North Capitol, Suite 900
Indianapolis, IN 46204

cc: Ryan Kitchell