

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

EXAMINATION REPORT
OF
RICHLAND TOWNSHIP
FULTON COUNTY, INDIANA
January 1, 2008 to December 31, 2009



FILED
04/07/2010

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OFFICIALS

Office

Official

Term

Trustee

Charles L. Riddle

01-01-07 to 12-31-10

Chairman of the
Township Board

Dave Burkett

01-01-08 to 12-31-10



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF RICHLAND TOWNSHIP, FULTON COUNTY, INDIANA

We have examined the financial information presented herein of Richland Township (Township), for the period of January 1, 2008 to December 31, 2009. The Township's management is responsible for the financial information presented herein. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the financial information presented herein and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the financial information referred to above presents fairly, in all material respects, the financial information of the Township for the years ended December 31, 2008 and 2009, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

January 13, 2010

RICHLAND TOWNSHIP, FULTON COUNTY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL FUND TYPES
As Of And For The Years Ended December 31, 2008 And 2009

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
Township	\$ 32,517	\$ 13,133	\$ 11,339	\$ 34,311
Dog	1,019	-	1,019	-
Township Assistance	12,956	805	1,611	12,150
Firefighting	43,571	19,088	13,485	49,174
Community Improvement	94,097	32,341	51,036	75,402
Rainy Day	1,125	769	-	1,894
Cumulative Fire	33,502	13,353	10,321	36,534
Albert Flora Estate	7,567	93	3,830	3,830
Totals	<u>\$ 226,354</u>	<u>\$ 79,582</u>	<u>\$ 92,641</u>	<u>\$ 213,295</u>
	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
Township	\$ 34,311	\$ 11,014	\$ 12,722	\$ 32,603
Township Assistance	12,150	950	1,943	11,157
Firefighting	49,174	19,102	13,830	54,446
Community Improvement	75,402	5,115	25,919	54,598
Rainy Day	1,894	708	-	2,602
Cumulative Fire	36,534	12,023	8,949	39,608
Albert Flora Estate	3,830	28	410	3,448
Totals	<u>\$ 213,295</u>	<u>\$ 48,940</u>	<u>\$ 63,773</u>	<u>\$ 198,462</u>

The accompanying notes are an integral part of the financial information.

RICHLAND TOWNSHIP
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The Township was established under the laws of the State of Indiana. The Township provides the following services: public safety, health and social services, culture and recreation, and general administrative services.

Note 2. Fund Accounting

The Township uses funds to report on its cash and investments and the results of its operations on a cash basis. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

Note 3. Budgets

The operating budget is initially prepared and approved at the local level. In addition, funds for which property taxes are levied or highway use taxes are received are subject to final approval by the Indiana Department of Local Government Finance.

Note 4. Property Taxes

Property taxes levied are collected by the County Treasurer and are distributed to the Township in June and December. 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% 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 become delinquent if not paid by May 10 and November 10, respectively.

Note 5. Deposits and Investments

Deposits, made in accordance with Indiana Code 5-13, with financial institutions in the State of Indiana at year end were entirely insured by the Federal Depository Insurance Corporation or by the Indiana Public Deposit Insurance Fund. This includes any deposit accounts issued or offered by a qualifying financial institution.

State statute (IC 5-13-9) authorizes the Township 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.

RICHLAND TOWNSHIP
EXAMINATION RESULT AND COMMENT

MILEAGE REIMBURSEMENT

Some employees were reimbursed for mileage without filing Mileage Claim, General Form 101. A similar comment was noted in the prior report.

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

RICHLAND TOWNSHIP
EXIT CONFERENCE

The contents of this report were discussed on January 13, 2010, with Charles L. Riddle, Trustee; and Lola F. Riddle, Clerk. The officials concurred with our finding.