

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

EXAMINATION REPORT

OF

DAVIS TOWNSHIP

FOUNTAIN COUNTY, INDIANA

January 1, 2007 to December 31, 2009



**FILED**

04/09/2010



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OFFICIALS

Office

Official

Term

Trustee

James M. Weber

01-01-07 to 12-31-10

Chairman of the  
Township Board

David Talbot

01-01-07 to 12-31-10



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF DAVIS TOWNSHIP, FOUNTAIN COUNTY, INDIANA

We have examined the financial information presented herein of Davis Township (Township), for the period of January 1, 2007 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, 2007, 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

February 24, 2010

DAVIS TOWNSHIP, FOUNTAIN COUNTY  
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES  
ALL GOVERNMENTAL AND FIDUCIARY FUND TYPES  
As Of And For The Years Ended December 31, 2007, 2008, And 2009

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
Township	\$ 20,348	\$ 2,021	\$ 8,432	\$ 13,937
Dog	357	28	385	-
Township Assistance	8,819	4,400	5,295	7,924
Firefighting	24,676	7,276	16,150	15,802
Rainy Day	696	-	-	696
Cemetery	1,127	-	275	852
Fiduciary Fund:				
Payroll Withholdings	-	385	385	-
Totals	<u>\$ 56,023</u>	<u>\$ 14,110</u>	<u>\$ 30,922</u>	<u>\$ 39,211</u>

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
Township	\$ 13,937	\$ 4,961	\$ 12,503	\$ 6,395
Township Assistance	7,924	6,733	9,334	5,323
Firefighting	15,802	11,090	16,936	9,956
Rainy Day	696	482	-	1,178
Cemetery	852	-	-	852
Fiduciary Fund:				
Payroll Withholdings	-	490	490	-
Totals	<u>\$ 39,211</u>	<u>\$ 23,756</u>	<u>\$ 39,263</u>	<u>\$ 23,704</u>

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
Township	\$ 6,395	\$ 9,404	\$ 10,912	\$ 4,887
Township Assistance	5,323	5,265	6,545	4,043
Firefighting	9,956	11,319	16,936	4,339
Rainy Day	1,178	312	-	1,490
Cemetery	852	900	590	1,162
Fiduciary Fund:				
Payroll Withholdings	-	306	306	-
Totals	<u>\$ 23,704</u>	<u>\$ 27,506</u>	<u>\$ 35,289</u>	<u>\$ 15,921</u>

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

DAVIS TOWNSHIP, FOUNTAIN COUNTY  
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, 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 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). Ordinarily taxes are to be paid in two equal installments which become delinquent if not paid by May 10 and November 10, respectively. In 2007, taxes were due June 8 and November 13 and distributed by December 31, 2007. In 2008, taxes were due November 10 and January 12, 2009, and were distributed February 10, 2009. In 2009, taxes were due July 10 and November 10 and were distributed by December 31, 2009

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.

DAVIS TOWNSHIP, FOUNTAIN COUNTY  
EXAMINATION RESULT AND COMMENT

DISBURSEMENT DOCUMENTATION

Three of the payments examined did not contain adequate supporting documentation such as purchase orders and invoices.

Due to the lack of supporting information, the validity and accountability for some monies disbursed could not be established.

Supporting documentation such as receipts, canceled checks, tickets, invoices, bills, contracts, and other public records must be available for audit to provide supporting information for the validity and accountability of monies disbursed. Payments without supporting documentation may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

DAVIS TOWNSHIP, FOUNTAIN COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on February 24, 2010, with James M. Weber, Trustee.  
The official concurred with our finding.