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

EXAMINATION REPORT

OF

CHARLESTOWN FIRE PROTECTION DISTRICT

CLARK COUNTY, INDIANA

January 1, 2007 to December 31, 2009

FILED
01/07/2011

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OFFICIALS

Office	Official	Term
Treasurer	Mitchell C. Newland	01-01-07 to 12-31-10
President of the Board	Harold Goodlett, Sr.	01-01-07 to 12-31-08
	Robert Slaughter	01-01-09 to 12-31-09
	Bill Resch	01-01-10 to 12-31-10

STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE CHARLESTOWN FIRE
PROTECTION DISTRICT, CLARK COUNTY, INDIANA

We have examined the financial information presented herein of the Charlestown Fire Protection District (District), for the period of January 1, 2007 to December 31, 2009. The District'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 District 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.

The Schedule of Capital Assets, as listed in the Table of Contents, is presented for additional analysis and is not a required part of the basic financial information. It has not been subjected to the examination procedures applied to the basic financial information and, accordingly, we express no opinion on it.

STATE BOARD OF ACCOUNTS

December 14, 2010

CHARLESTOWN FIRE PROTECTION DISTRICT
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL 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:				
General	$ 150,010	$ 424,285	$ 514,309	$ 59,986
Cumulative Fire	39,575	76,911	77,363	39,123
Totals	$ 189,585	$ 501,196	$ 591,672	$ 99,109

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
General	$ 59,986	$ 568,222	$ 416,656	$ 211,552
Cumulative Fire	39,123	151,198	100,000	90,321
Totals	$ 99,109	$ 719,420	$ 516,656	$ 301,873

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
General	$ 211,552	$ 550,004	$ 686,382	$ 75,174
Rainy Day	-	14,925	-	14,925
Cumulative Fire	90,321	257,384	-	347,705
Totals	$ 301,873	$ 822,313	$ 686,382	$ 437,804

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

CHARLESTOWN FIRE PROTECTION DISTRICT
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The District was established under the laws of the State of Indiana. The District provides a public safety service.

Note 2. Fund Accounting

The District 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 District 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 District to invest in securities including, but not limited to, federal government securities, repurchase agreements, and certain money market mutual funds. Certain other statutory restrictions apply to all investments made by local governmental units.

Note 6. Subsequent Event

On January 7, 2010, the District purchased a fire truck in the amount of $431,423. The purchase was funded by local monies in the Cumulative Fire and General Funds. Also on January 7, 2010, the District purchased a fire truck in the amount of $414,316 through a lease purchase agreement. The lease is for a term of five years at an annual interest rate of 5.43%. Annual lease payments total $96,836.71 and are to be paid from the District's Cumulative Fire Fund.

CHARLESTOWN FIRE PROTECTION DISTRICT
SUPPLEMENTARY INFORMATION
SCHEDULE OF CAPITAL ASSETS
December 31, 2009

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.

Primary Government	Ending Balance
Governmental activities:	
Capital assets, not being depreciated:	
Machinery and equipment	$ 398,878

CHARLESTOWN FIRE PROTECTION DISTRICT
EXAMINATION RESULTS AND COMMENTS

CONTRACTS

Payments totaling $7,600, $8,125, and $8,435 were made during the years 2007, 2008, and 2009, respectively, for bookkeeping and secretarial services without evidence of a contract.

Payments made or received for contractual services should be supported by a written contract. Each governmental unit is responsible for complying with the provisions of its contracts. (Accounting and Uniform Compliance Guidelines Manual for Special Districts, Chapter 10)

ANNUAL REPORTS NOT FILED

The annual financial report, Special District Annual Report (SDAR), for the year 2009 was not filed with the Indiana State Board of Accounts.

IC 5-11-1-4 states in part:

> "The state examiner shall require from every . . . local governmental unit . . . financial reports covering the full period of each fiscal year. These reports shall be . . . filed with the state examiner not later than sixty (60) days after the close of each fiscal year. The reports must be filed electronically, in a manner prescribed by the state examiner . . ."

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 Special Districts, Chapter 10)

CHARLESTOWN FIRE PROTECTION DISTRICT
EXIT CONFERENCE

The contents of this report were discussed on December 14, 2010, with Mitchell C. Newland, Treasurer, and Paula Schindler, Bookkeeper. The officials concurred with our findings.