

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

FINANCIAL STATEMENTS EXAMINATION REPORT

OF

JACKSON TOWNSHIP

HANCOCK COUNTY, INDIANA

January 1, 2012 to December 31, 2014



**FILED**  
04/07/2016



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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Robert McDaniel	01-01-11 to 12-31-18
Chairman of the Township Board	Robert Engleking Keith Wilson	01-01-12 to 12-31-14 01-01-15 to 12-31-15



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF JACKSON TOWNSHIP, HANCOCK COUNTY, INDIANA

We have examined the accompanying financial statements of Jackson Township (Township), for the period of January 1, 2012 to December 31, 2014. The financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on the financial statement 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 statements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

As discussed in Note 1, the Township prepares its financial statements 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 comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statements of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

In our opinion, because of the matter discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position and results of operations of the Township for the period of January 1, 2012 to December 31, 2014.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position and results of operations of the Township for the period of January 1, 2012 to December 31, 2014, on the basis of accounting described in Note 1.

Our examination was conducted for the purpose of forming an opinion on the Township's financial statements. The Combining Schedules of Receipts, Disbursements, and Cash and Investment Balances - Regulatory Basis and the Schedule of Capital Assets, as listed in the Table of Contents, are presented for additional analysis and are not required parts of the financial statements. They have not been subjected to the examination procedures applied to the financial statements and, accordingly, we express no opinion on them.

*Paul D. Joyce*  
Paul D. Joyce, CPA  
State Examiner

July 10, 2015

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FINANCIAL STATEMENTS AND ACCOMPANYING NOTES

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

JACKSON TOWNSHIP, HANCOCK COUNTY  
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -  
REGULATORY BASIS  
For the Years Ended December 31, 2012 and 2013

Fund	Cash and Investments 01-01-12	Receipts	Disbursements	Cash and Investments 12-31-12	Receipts	Disbursements	Cash and Investments 12-31-13
Township	\$ 115,298	\$ 33,393	\$ 34,611	\$ 114,080	\$ 48,829	\$ 34,059	\$ 128,850
Township Assistance	25,834	-	1,315	24,519	555	750	24,324
Fire Fighting	71,647	47,392	32,386	86,653	32,369	19,610	99,412
Rainy Day	5,992	-	-	5,992	133	-	6,125
Levy Excess	-	688	-	688	771	688	771
Cumulative Fire	<u>108,298</u>	<u>16,419</u>	<u>4,798</u>	<u>119,919</u>	<u>19,708</u>	<u>4,040</u>	<u>135,587</u>
Totals	<u>\$ 327,069</u>	<u>\$ 97,892</u>	<u>\$ 73,110</u>	<u>\$ 351,851</u>	<u>\$ 102,365</u>	<u>\$ 59,147</u>	<u>\$ 395,069</u>

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

JACKSON TOWNSHIP, HANCOCK COUNTY  
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -  
REGULATORY BASIS  
For the Year Ended December 31, 2014

Fund	Cash and Investments 01-01-14	Receipts	Disbursements	Cash and Investments 12-31-14
Township	\$ 128,850	\$ 33,470	\$ 17,676	\$ 144,644
Township Assistance	24,324	-	539	23,785
Fire Fighting	99,412	32,843	18,635	113,620
Rainy Day	6,125	-	-	6,125
Levy Excess	771	-	-	771
Cumulative Fire	<u>135,587</u>	<u>18,392</u>	<u>-</u>	<u>153,979</u>
Totals	<u>\$ 395,069</u>	<u>\$ 84,705</u>	<u>\$ 36,850</u>	<u>\$ 442,924</u>

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

JACKSON TOWNSHIP, HANCOCK COUNTY  
NOTES TO FINANCIAL STATEMENTS

**Note 1. Summary of Significant Accounting Policies**

*A. Reporting Entity.*

The Township was established under the laws of the State of Indiana. The Township operates under a township trustee/township board form of government and provides some or all of the following services: public safety (fire), health and social services (township assistance), culture and recreation (parks and/or community centers), and general administrative services (weed and dog control).

The accompanying financial statements present the financial information for the Township.

*B. Basis of Accounting*

The financial statements are 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 statements. 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 Township.

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.

JACKSON TOWNSHIP, HANCOCK COUNTY  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

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.

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 statements. 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.

Capital outlay which include all outflows for land, infrastructure, buildings, improvements, and machinery and equipment having an appreciable and calculable period of usefulness.

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 Township 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 Township. 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 Township. The money accounted for in a specific fund may only be

JACKSON TOWNSHIP, HANCOCK COUNTY  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

available for use for certain, legally restricted purposes. Additionally, some funds are used to account for assets held by the Township 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 Township 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 Township 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.

State statutes authorize 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.

**Note 5. Risk Management**

The Township 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 Township 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.

#### OTHER INFORMATION - UNAUDITED

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

The other information presented was approved by management of the Township. It is presented as intended by the Township.

JACKSON TOWNSHIP, HANCOCK COUNTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2012

	Township	Township Assistance	Fire Fighting	Rainy Day	Levy Excess	Cumulative Fire	Totals
Cash and investments - beginning	\$ 115,298	\$ 25,834	\$ 71,647	\$ 5,992	\$ -	\$ 108,298	\$ 327,069
Receipts:							
Taxes	15,739	-	19,238	-	-	14,738	49,715
Intergovernmental	17,487	-	13,119	-	-	1,681	32,287
Charges for services	-	-	15,000	-	-	-	15,000
Other receipts	167	-	35	-	688	-	890
Total receipts	<u>33,393</u>	<u>-</u>	<u>47,392</u>	<u>-</u>	<u>688</u>	<u>16,419</u>	<u>97,892</u>
Disbursements:							
Personal services	8,750	-	-	-	-	-	8,750
Supplies	202	-	6,298	-	-	-	6,500
Other services and charges	7,323	1,315	10,811	-	-	223	19,672
Capital outlay	16,964	-	-	-	-	4,575	21,539
Other disbursements	1,372	-	15,277	-	-	-	16,649
Total disbursements	<u>34,611</u>	<u>1,315</u>	<u>32,386</u>	<u>-</u>	<u>-</u>	<u>4,798</u>	<u>73,110</u>
Excess (deficiency) of receipts over disbursements	<u>(1,218)</u>	<u>(1,315)</u>	<u>15,006</u>	<u>-</u>	<u>688</u>	<u>11,621</u>	<u>24,782</u>
Cash and investments - ending	<u>\$ 114,080</u>	<u>\$ 24,519</u>	<u>\$ 86,653</u>	<u>\$ 5,992</u>	<u>\$ 688</u>	<u>\$ 119,919</u>	<u>\$ 351,851</u>

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

	Township	Township Assistance	Fire Fighting	Rainy Day	Levy Excess	Cumulative Fire	Totals
Cash and investments - beginning	\$ 114,080	\$ 24,519	\$ 86,653	\$ 5,992	\$ 688	\$ 119,919	\$ 351,851
Receipts:							
Taxes	15,042	-	19,153	-	-	16,163	50,358
Intergovernmental	16,336	-	12,407	-	-	1,880	30,623
Charges for services	15,300	-	-	-	-	-	15,300
Other receipts	2,151	555	809	133	771	1,665	6,084
Total receipts	<u>48,829</u>	<u>555</u>	<u>32,369</u>	<u>133</u>	<u>771</u>	<u>19,708</u>	<u>102,365</u>
Disbursements:							
Personal services	8,750	-	-	-	-	-	8,750
Supplies	425	50	7,509	-	-	-	7,984
Other services and charges	7,215	700	11,806	-	-	-	19,721
Capital outlay	1,951	-	-	-	-	3,814	5,765
Other disbursements	15,718	-	295	-	688	226	16,927
Total disbursements	<u>34,059</u>	<u>750</u>	<u>19,610</u>	<u>-</u>	<u>688</u>	<u>4,040</u>	<u>59,147</u>
Excess (deficiency) of receipts over disbursements	<u>14,770</u>	<u>(195)</u>	<u>12,759</u>	<u>133</u>	<u>83</u>	<u>15,668</u>	<u>43,218</u>
Cash and investments - ending	<u>\$ 128,850</u>	<u>\$ 24,324</u>	<u>\$ 99,412</u>	<u>\$ 6,125</u>	<u>\$ 771</u>	<u>\$ 135,587</u>	<u>\$ 395,069</u>

JACKSON TOWNSHIP, HANCOCK COUNTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2014

	Township	Township Assistance	Fire Fighting	Rainy Day	Levy Excess	Cumulative Fire	Totals
Cash and investments - beginning	\$ 128,850	\$ 24,324	\$ 99,412	\$ 6,125	\$ 771	\$ 135,587	\$ 395,069
Receipts:							
Taxes	16,012	-	19,655	-	-	16,491	52,158
Intergovernmental	17,373	-	13,068	-	-	1,901	32,342
Other receipts	85	-	120	-	-	-	205
Total receipts	<u>33,470</u>	<u>-</u>	<u>32,843</u>	<u>-</u>	<u>-</u>	<u>18,392</u>	<u>84,705</u>
Disbursements:							
Personal services	8,750	-	-	-	-	-	8,750
Supplies	95	-	5,934	-	-	-	6,029
Other services and charges	7,588	539	12,701	-	-	-	20,828
Capital outlay	1,243	-	-	-	-	-	1,243
Other disbursements	-	-	-	-	-	-	-
Total disbursements	<u>17,676</u>	<u>539</u>	<u>18,635</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>36,850</u>
Excess (deficiency) of receipts over disbursements	<u>15,794</u>	<u>(539)</u>	<u>14,208</u>	<u>-</u>	<u>-</u>	<u>18,392</u>	<u>47,855</u>
Cash and investments - ending	<u>\$ 144,644</u>	<u>\$ 23,785</u>	<u>\$ 113,620</u>	<u>\$ 6,125</u>	<u>\$ 771</u>	<u>\$ 153,979</u>	<u>\$ 442,924</u>

JACKSON TOWNSHIP, HANCOCK COUNTY  
 SCHEDULE OF CAPITAL ASSETS  
 December 31, 2014

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.

	Ending Balance
Governmental activities:	
Land	\$ 22,500
Buildings	173,917
Improvements other than buildings	15,000
Machinery, equipment, and vehicles	364,500
Total governmental activities	575,917
Total capital assets	\$ 575,917

#### OTHER REPORTS

In addition to this report, a Supplemental Compliance Report and a Special Investigation report have been issued for the Township. These reports can be found on the Indiana State Board of Accounts' website: <http://www.in.gov/sboa/>.