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

FINANCIAL STATEMENTS EXAMINATION REPORT

OF

SOUTHWEST ALLEN COUNTY FIRE DISTRICT

ALLEN COUNTY, INDIANA

January 1, 2010 to December 31, 2015





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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	Term
Fire Chief	Donald L. Patnoude	01-01-10 to 12-31-16
Fiscal Officer	Ellis H. McFadden	01-01-10 to 12-31-16
President of the Board	Ellis H. McFadden	01-01-10 to 12-31-16



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE SOUTHWEST ALLEN COUNTY FIRE DISTRICT, ALLEN COUNTY, INDIANA

We have examined the accompanying financial statements of the Southwest Allen County Fire District (District), for the period of January 1, 2010 to December 31, 2015. The financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on the financial statements 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 District 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. The basis noted above is a different basis than that used in the prior period.

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 District for the period of January 1, 2010 to December 31, 2015.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position and results of operations of the District for the period of January 1, 2010 to December 31, 2015, on the basis of accounting described in Note 1.

Our examination was conducted for the purpose of forming an opinion on the District's financial statements. The Combining Schedules of Receipts, Disbursements, and Cash and Investment Balances - Regulatory Basis, Schedule of Leases and Debt, and 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

April 7, 2016

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FINANCIAL STATEMENTS AND ACCOMPANYING NOTES

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

SOUTHWEST ALLEN COUNTY FIRE DISTRICT STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -REGULATORY BASIS For the Years Ended December 31, 2010 and 2011

Fund	Inves	h and tments 01-10	 Receipts	Dis	bursements	lr	Cash and nvestments 12-31-10	 Receipts	Dis	sbursements		Cash and nvestments 12-31-11
Levy Excess	\$	-	\$ 3,728	\$	-	\$	3,728	\$ -	\$	3,728	\$	-
General		651,756	1,434,298		1,307,281		778,773	1,446,283		1,473,393		751,663
Cumulative Fire		480,357	228,824		-		709,181	237,901		-		947,082
Rainy Day		10,051	27,124		-		37,175	-		37,175		-
Infrastructure		19,592	3,868		23,460		-	-		-		-
Payroll In & Out		-	612,597		612,597		-	595,032		595,032		-
Payroll Deduction		(13)	 168,110		167,696		401	 169,452		169,323		530
Totals	<u>\$</u> 1	,161,743	\$ 2,478,549	\$	2,111,034	\$	1,529,258	\$ 2,448,668	\$	2,278,651	\$	1,699,275

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

SOUTHWEST ALLEN COUNTY FIRE DISTRICT STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -REGULATORY BASIS For the Years Ended December 31, 2012 and 2013

Fund	Inv	ash and estments 1-01-12	 Receipts	Dis	bursements	lı	Cash and nvestments 12-31-12	 Receipts	Dis	sbursements	lr	Cash and nvestments 12-31-13
General	\$	751,663	\$ 1,573,175	\$	1,507,296	\$	817,542	\$ 1,562,931	\$	1,611,792	\$	768,681
Cumulative Fire		947,082	236,765		319,335		864,512	779,696		1,499,379		144,829
Payroll In & Out		-	637,076		637,076		-	754,004		754,004		-
Payroll Deduction		530	 184,931		184,321		1,140	 238,345		238,250		1,235
Totals	\$	1,699,275	\$ 2,631,947	\$	2,648,028	\$	1,683,194	\$ 3,334,976	\$	4,103,425	\$	914,745

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

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SOUTHWEST ALLEN COUNTY FIRE DISTRICT STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES -REGULATORY BASIS For the Years Ended December 31, 2014 and 2015

Fund	Cash and Investments 01-01-14		Receipts	D	isbursements	l	Cash and nvestments 12-31-14	 Receipts	Dis	sbursements		Cash and Investments 12-31-15
Levy Excess	\$	- \$	61	\$	-	\$	61	\$ -	\$	61	\$	-
General	768,68	31	1,584,997		1,682,977		670,701	1,590,001		1,689,704		570,998
Cumulative Fire	144,82	29	261,765		173,575		233,019	279,185		119,049		393,155
Payroll In & Out		-	812,572		812,572		-	823,777		823,777		-
Payroll Deduction	1,23	<u> </u>	259,509		259,509		1,235	 266,602		267,039		798
Totals	<u>\$</u> 914,74	1 <u>5</u> \$	2,918,904	\$	2,928,633	\$	905,016	\$ 2,959,565	\$	2,899,630	\$	964,951

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

SOUTHWEST ALLEN COUNTY FIRE DISTRICT NOTES TO FINANCIAL STATEMENTS

Note 1. Summary of Significant Accounting Policies

A. Reporting Entity

The District was established under the laws of the State of Indiana. The District operates under an appointed governing board.

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

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 may 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 District.

Intergovernmental receipts which include receipts from other governments in the form of operating grants, entitlements, or payments in lieu of taxes. Examples of these types 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, and riverboat receipts received from the county.

SOUTHWEST ALLEN COUNTY FIRE DISTRICT 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 may 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.

Debt service principal and interest which include fixed obligations resulting from financial transactions previously entered into by the District. It includes all expenditures for the reduction of the principal and interest of the District's general obligation indebtedness.

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 District 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.

SOUTHWEST ALLEN COUNTY FIRE DISTRICT NOTES TO FINANCIAL STATEMENTS (Continued)

G. Fund Accounting

Separate funds are established, maintained, and reported by the District. 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 District. The money accounted for in a specific fund may only be available for use for certain, legally restricted purposes. Additionally, some funds are used to account for assets held by the District 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 District 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 District 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 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.

SOUTHWEST ALLEN COUNTY FIRE DISTRICT NOTES TO FINANCIAL STATEMENTS (Continued)

Note 5. Risk Management

The District 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 District to set aside money for claim settlements. The self-insurance fund would be included in the financial statements. The purpose of participation in a risk pool is to provide a medium for the funding and administration of the risks.

Note 6. Pension Plan

Public Employees' Retirement Fund

Plan Description

The Indiana Public Employees' Retirement Fund (PERF) is a defined benefit pension plan. PERF is a cost-sharing multiple-employer public employee retirement system, which provides retirement benefits to plan members and beneficiaries. All full-time employees are eligible to participate in this defined benefit plan. State statutes (IC 5-10.2 and 5-10.3) govern, through the Indiana Public Retirement System (INPRS) Board, most requirements of the system, and give the District authority to contribute to the plan. The PERF retirement benefit consists of the pension provided by employer contributions plus an annuity provided by the member's annuity savings account. The annuity savings account consists of members' contributions, set by state statute at 3 percent of compensation, plus the interest credited to the member's account. The employer may elect to make the contributions on behalf of the member.

INPRS administers the plan and issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole and for its participants. That report may be obtained by contacting:

Indiana Public Retirement System One North Capitol, Suite 001 Indianapolis, IN 46204 Ph. (888) 526-1687

Funding Policy and Annual Pension Cost

The contribution requirements of the plan members for PERF are established by the Board of Trustees of INPRS.

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OTHER INFORMATION - UNAUDITED

The District's Annual Reports for years prior to 2011 can be found on the Indiana Transparency Portal website: <u>www.in.gov/itp/annual_reports/</u>.

The District's Annual Report information for years 2011 and later can be found on the Gateway website: <u>https://gateway.ifionline.org/</u>.

Differences may be noted between the financial information presented in the financial statements contained in this report and the financial information presented in the Annual Reports of the District 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 District. It is presented as intended by the District.

	Levy Excess	General	Cumulative Fire	Rainy Day	Infrastructure	Payroll In & Out	Payroll Deduction	Totals
Cash and investments - beginning	<u>\$</u> -	<u>\$ 651,756</u>	\$ 480,357	<u>\$ 10,051</u>	<u>\$ 19,592</u>	<u>\$</u> -	<u>\$ (13</u>)	<u>\$ 1,161,743</u>
Receipts:								
Taxes	3,728	1,047,253	208,573	-	-	-	-	1,259,554
Intergovernmental	· -	261,521		27,124	-	-	-	308,896
Charges for services	-	6,046	-	-	-	-	-	6,046
Other receipts		119,478			3,868	612,597	168,110	904,053
Total receipts	3,728	1,434,298	228,824	27,124	3,868	612,597	168,110	2,478,549
Disbursements:								
Personal services	-	737,923	-	-	-	612,597	167,696	1,518,216
Supplies	-	72,010	-	-	-	-	-	72,010
Other services and charges	-	451,823	-	-	-	-	-	451,823
Capital outlay		45,525			23,460			68,985
Total disbursements		1,307,281			23,460	612,597	167,696	2,111,034
Excess (deficiency) of receipts over								
disbursements	3,728	127,017	228,824	27,124	(19,592)		414	367,515
Cash and investments - ending	\$ 3,728	<u>\$ 778,773</u>	<u>\$ </u>	\$ 37,175	<u>\$</u>	<u>\$</u>	<u>\$ 401</u>	\$ 1,529,258

	Levy Excess	General	Cumulative Fire	Rainy Day	Infrastructure	Payroll In & Out	Payroll Deduction	Totals
Cash and investments - beginning	\$ 3,728	<u>\$ 778,773</u>	\$ 709,181	\$ 37,175	<u>\$</u> -	<u>\$</u> -	\$ 401	<u>\$ 1,529,258</u>
Receipts:								
Taxes	-	1,033,960	219,425	-	-	-	-	1,253,385
Intergovernmental	-	215,698	18,476	-	-	-	-	234,174
Charges for services	-	116,820	-	-	-	-	-	116,820
Other receipts		79,805				595,032	169,452	844,289
Total receipts		1,446,283	237,901			595,032	169,452	2,448,668
Disbursements:								
Personal services	-	726,819	-	-	-	-	169,323	896,142
Supplies	-	71,523	-	-	-	-	, -	71,523
Other services and charges	-	483,198	-	-	-	-	-	483,198
Capital outlay	-	180,170	-	-	-	-	-	180,170
Other disbursements	3,728	11,683		37,175		595,032		647,618
Total disbursements	3,728	1,473,393		37,175		595,032	169,323	2,278,651
Excess (deficiency) of receipts over								
disbursements	(3,728)	(27,110)	237,901	(37,175)			129	170,017
Cash and investments - ending	<u>\$</u>	\$ 751,663	\$ 947,082	<u>\$ -</u>	<u>\$</u> -	<u>\$</u> -	<u>\$ 530</u>	\$ 1,699,275

	General	Cumulative Fire	Payroll In & Out	Payroll Deduction	Totals
Cash and investments - beginning	\$ 751,663	\$ 947,082	<u>\$ -</u>	<u>\$ </u>	\$ 1,699,275
Receipts:					
Taxes	1,108,586	218,650	-	-	1,327,236
Intergovernmental	266,895	18,115	-	-	285,010
Charges for services	92,959	-	-	-	92,959
Other receipts	104,735		637,076	184,931	926,742
Total receipts	1,573,175	236,765	637,076	184,931	2,631,947
Disbursements:					
Personal services	795,892	-	637,076	183,386	1,616,354
Supplies	80,302	-	-	-	80,302
Other services and charges	382,450	43,508	-	-	425,958
Capital outlay	248,652	275,827	-	-	524,479
Other disbursements				935	935
Total disbursements	1,507,296	319,335	637,076	184,321	2,648,028
Excess (deficiency) of receipts over					
disbursements	65,879	(82,570)		610	(16,081)
Cash and investments - ending	\$ 817,542	\$ 864,512	<u> </u>	\$ 1,140	\$ 1,683,194

	General	Cumulative Fire	Payroll Payroll In & Out Deduction		Totals
Cash and investments - beginning	<u>\$817,542</u>	\$ 864,512	<u>\$ -</u>	<u>\$ 1,140</u>	\$ 1,683,194
Receipts:					
Taxes	1,128,789	257,840	-	-	1,386,629
Intergovernmental	262,583	19,221	-	-	281,804
Charges for services	105,843	-	-	-	105,843
Other receipts	65,716	502,635	754,004	238,345	1,560,700
Total receipts	1,562,931	779,696	754,004	238,345	3,334,976
Disbursements:					
Personal services	955,996	-	754,004	-	1,710,000
Supplies	91,117	-	-	-	91,117
Other services and charges	339,947	4,415	-	-	344,362
Capital outlay	224,674	1,490,735	-	-	1,715,409
Other disbursements	58	4,229		238,250	242,537
Total disbursements	1,611,792	1,499,379	754,004	238,250	4,103,425
Excess (deficiency) of receipts over					
disbursements	(48,861) (719,683)		95	(768,449)
Cash and investments - ending	\$ 768,681	\$ 144,829	<u> </u>	<u>\$ 1,235</u>	<u>\$ 914,745</u>

	Levy Excess		General	Cu	mulative Fire	Payroll In & Out	Payroll	 Totals
Cash and investments - beginning	<u>\$</u>	<u>- \$</u>	768,681	<u>\$</u>	144,829	<u>\$</u> -	\$ 1,235	\$ 914,745
Receipts:								
Taxes		-	1,157,959		243,654	-	-	1,401,613
Intergovernmental		-	289,797		18,111	-	-	307,908
Charges for services		-	105,766		-	-	-	105,766
Other receipts	6	1	31,475		-	812,572	 259,509	 1,103,617
Total receipts	6	1	1,584,997		261,765	812,572	 259,509	 2,918,904
Disbursements:								
Personal services		-	1,046,780		-	-	-	1,046,780
Supplies		-	87,582		-	-	-	87,582
Other services and charges		-	345,868		-	-	-	345,868
Debt service - principal and interest		-	-		117,925	-	-	117,925
Capital outlay		-	202,747		55,650	-	-	258,397
Other disbursements			-		-	812,572	 259,509	 1,072,081
Total disbursements			1,682,977		173,575	812,572	 259,509	 2,928,633
Excess (deficiency) of receipts over disbursements	6	1	(97,980)	_	88,190		 -	(9,729)
Cash and investments - ending	\$6	1 \$	670,701	\$	233,019	<u>\$</u>	\$ 1,235	\$ 905,016

	Levy Excess		General	Cu	imulative Fire	Payroll In & Out	Payroll Deduction		Totals
Cash and investments - beginning	<u>\$6</u>	<u>1 </u> \$	670,701	\$	233,019	<u>\$</u>	\$ 1,235	\$	905,016
Receipts:									
Taxes		-	1,196,992		259,208	-			1,456,200
Intergovernmental		-	272,686		19,977	-			292,663
Charges for services		-	100,403		-	-	-		100,403
Other receipts			19,920			823,777	266,602	·	1,110,299
Total receipts			1,590,001		279,185	823,777	266,602		2,959,565
Disbursements:									
Personal services		-	1,071,359		-	-			1,071,359
Supplies		-	77,212		-	-	-		77,212
Other services and charges		-	353,675		4,518	-	-		358,193
Debt service - principal and interest		-	-		114,531	-	-		114,531
Capital outlay		-	187,458		-	-	-		187,458
Other disbursements	6	1	-		-	823,777	267,039		1,090,877
Total disbursements	6	1	1,689,704		119,049	823,777	267,039		2,899,630
Excess (deficiency) of receipts over									
disbursements	(6	<u>1)</u>	(99,703)		160,136		(437) _	59,935
Cash and investments - ending	\$	- \$	570,998	\$	393,155	\$	<u>\$</u> 798	\$	964,951

SOUTHWEST ALLEN COUNTY FIRE DISTRICT SCHEDULE OF LEASES AND DEBT December 31, 2015

	Description of Debt	Ending Principal	Principal and Interest Due Within One		
Туре	Purpose	Balance	Year		
Governmental activities: Notes and loans payable	New Fire Station	\$ 300,000	\$ 110,686		
Totals		\$ 300,000	\$ 110,686		

SOUTHWEST ALLEN COUNTY FIRE DISTRICT SCHEDULE OF CAPITAL ASSETS December 31, 2015

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	\$ 166,606	
Infrastructure	560,966	
Buildings	2,339,188	
Improvements other than buildings	55,371	
Machinery, equipment, and vehicles	 4,165,718	
Total capital assets	\$ 7,287,849	

OTHER REPORTS

In addition to this report, other reports may have been issued for the District. All reports can be found on the Indiana State Board of Accounts' website: <u>http://www.in.gov/sboa/</u>.