

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

FINANCIAL STATEMENTS EXAMINATION REPORT

OF

PALMYRA FIRE DISTRICT

HARRISON COUNTY, INDIANA

January 1, 2011 to December 31, 2016



FILED

04/06/2018

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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Treasurer	Jeffrey W. Melvin Gary J. Geswein	01-01-11 to 02-28-17 03-01-17 to 12-31-18
President of the District Board	Charles Book Joy Bruner	01-01-11 to 12-31-11 01-01-12 to 12-31-18



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE PALMYRA FIRE DISTRICT, HARRISON COUNTY, INDIANA

We have examined the accompanying financial statements of the Palmyra Fire District (District), for the period of January 1, 2011 to December 31, 2016. The District's management is responsible for the fair presentation of these financial statements in accordance with the prescribed basis of accounting described in Note 1. 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. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the financial statements are in accordance with the criteria, in all material respects. An examination involves performing procedures to obtain evidence about the financial statements. The nature, timing, and extent of the procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.


As discussed in Note 1 to the financial statements, 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.

In our opinion, because of the matter described in the preceding paragraph, the financial statements for the period of January 1, 2011 to December 31, 2016, referred to above, do not present, in conformity with accounting principles generally accepted in the United States of America, the financial position and results of operations of the District.

INDEPENDENT ACCOUNTANT'S REPORT

In our opinion, the financial statements for the period of January 1, 2011 to December 31, 2016, referred to above, present the financial position and results of operations of the District based on the prescribed basis of accounting described in Note 1 to the financial statements, in all material respects.

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, CPA
State Examiner

February 15, 2018

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.

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PALMYRA FIRE DISTRICT
STATEMENT OF RECEIPTS, DISBURSEMENTS, AND
CASH AND INVESTMENT BALANCES - REGULATORY BASIS
For the Years Ended December 31, 2011 and 2012

Fund	Cash and Investments 01-01-11	Receipts	Disbursements	Cash and Investments 12-31-11	Receipts	Disbursements	Cash and Investments 12-31-12
Rainy Day Fund	\$ 7,013	\$ -	\$ 506	\$ 6,507	\$ -	\$ -	\$ 6,507
Cumulative Fire	33,743	25,972	-	59,715	24,114	4,700	79,129
General Fire Fund	<u>12,912</u>	<u>138,446</u>	<u>128,687</u>	<u>22,671</u>	<u>147,759</u>	<u>115,125</u>	<u>55,305</u>
Totals	<u>\$ 53,668</u>	<u>\$ 164,418</u>	<u>\$ 129,193</u>	<u>\$ 88,893</u>	<u>\$ 171,873</u>	<u>\$ 119,825</u>	<u>\$ 140,941</u>

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

PALMYRA FIRE DISTRICT
 STATEMENT OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Years Ended December 31, 2013 and 2014

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Fund	Cash and Investments 01-01-13	Receipts	Disbursements	Cash and Investments 12-31-13	Receipts	Disbursements	Cash and Investments 12-31-14
Rainy Day Fund	\$ 6,507	\$ -	\$ -	\$ 6,507	\$ -	\$ -	\$ 6,507
Cumulative Fire	79,129	25,294	21,180	83,243	24,639	50,000	57,882
General Fire Fund	55,305	143,407	115,257	83,455	148,816	168,397	63,874
Totals	\$ 140,941	\$ 168,701	\$ 136,437	\$ 173,205	\$ 173,455	\$ 218,397	\$ 128,263

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

PALMYRA FIRE DISTRICT
 STATEMENT OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Years Ended December 31, 2015 and 2016

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Fund	Cash and Investments 01-01-15	Receipts	Disbursements	Cash and Investments 12-31-15	Receipts	Disbursements	Cash and Investments 12-31-16
Rainy Day Fund	\$ 6,507	\$ -	\$ -	\$ 6,507	\$ -	\$ -	\$ 6,507
Cumulative Fire	57,882	25,183	20,000	63,065	25,476	20,000	68,541
General Fire Fund	<u>63,874</u>	<u>151,788</u>	<u>118,535</u>	<u>97,127</u>	<u>161,850</u>	<u>120,577</u>	<u>138,400</u>
Totals	<u>\$ 128,263</u>	<u>\$ 176,971</u>	<u>\$ 138,535</u>	<u>\$ 166,699</u>	<u>\$ 187,326</u>	<u>\$ 140,577</u>	<u>\$ 213,448</u>

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

PALMYRA 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 a 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 include the following sources:

Taxes. Amounts received from one or more of the following: property tax, certified shares (local option tax), property tax replacement credit (local option tax), county option income tax, wheel tax, innkeeper's 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. Amounts received from other governments in the form of operating grants, entitlements, or payments in lieu of taxes. Examples of intergovernmental receipts include, but are not limited to, the following: federal grants, state grants, cigarette tax distributions received from the state, motor vehicle highway distributions received from the state, local road and street distributions 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.

Other receipts. Amounts received from various sources, including, but 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.

PALMYRA FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS

E. Disbursements

Disbursements are presented in the aggregate on the face of the financial statements. The aggregate disbursements include the following uses:

Supplies. Amounts disbursed for 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, but are not limited to, the following: office supplies, operating supplies, and repair and maintenance supplies.

Other services and charges. Amounts disbursed for services including, but not limited to, the following: professional services, communication and transportation, printing and advertising, insurance, utility services, repairs and maintenance, and rental charges.

Debt service - principal and interest. Amounts disbursed for 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. Amounts disbursed for land, infrastructure, buildings, improvements, and machinery and equipment having an appreciable and calculable period of usefulness.

F. Interfund Transfers

The District may, from time to time, make transfers 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 District. Each fund is used to account for amounts 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 amounts 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.

PALMYRA FIRE DISTRICT
NOTES TO FINANCIAL STATEMENTS

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 lien date (March 1 in a year ending before January 1, 2016 and January 1 in a year ending after December 31, 2015) 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, the following: 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 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.

OTHER INFORMATION - UNEXAMINED

The District's Annual Financial Reports information can be found on the Indiana Gateway for Government Units website: <https://gateway.ifionline.org/>.

Differences may be noted between the financial information presented in the financial statements contained in this report and the financial information presented in the District's Annual Financial Reports 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.

PALMYRA FIRE DISTRICT
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2011

	Rainy Day Fund	Cumulative Fire	General Fire Fund	Totals
Cash and investments - beginning	\$ 7,013	\$ 33,743	\$ 12,912	\$ 53,668
Receipts:				
Taxes	-	22,873	87,022	109,895
Intergovernmental receipts	-	3,099	51,370	54,469
Other receipts	-	-	54	54
Total receipts	<u>-</u>	<u>25,972</u>	<u>138,446</u>	<u>164,418</u>
Disbursements:				
Supplies	-	-	742	742
Other services and charges	10	-	127,945	127,955
Capital outlay	496	-	-	496
Total disbursements	<u>506</u>	<u>-</u>	<u>128,687</u>	<u>129,193</u>
Excess (deficiency) of receipts over disbursements	<u>(506)</u>	<u>25,972</u>	<u>9,759</u>	<u>35,225</u>
Cash and investments - ending	<u>\$ 6,507</u>	<u>\$ 59,715</u>	<u>\$ 22,671</u>	<u>\$ 88,893</u>

PALMYRA FIRE DISTRICT
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2012

	Rainy Day Fund	Cumulative Fire	General Fire Fund	Totals
Cash and investments - beginning	\$ 6,507	\$ 59,715	\$ 22,671	\$ 88,893
Receipts:				
Taxes	-	20,108	83,328	103,436
Intergovernmental receipts	-	4,006	64,380	68,386
Other receipts	-	-	51	51
Total receipts	-	24,114	147,759	171,873
Disbursements:				
Supplies	-	-	263	263
Other services and charges	-	-	114,862	114,862
Capital outlay	-	4,700	-	4,700
Total disbursements	-	4,700	115,125	119,825
Excess (deficiency) of receipts over disbursements	-	19,414	32,634	52,048
Cash and investments - ending	\$ 6,507	\$ 79,129	\$ 55,305	\$ 140,941

PALMYRA FIRE DISTRICT
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2013

	Rainy Day Fund	Cumulative Fire	General Fire Fund	Totals
Cash and investments - beginning	\$ 6,507	\$ 79,129	\$ 55,305	\$ 140,941
Receipts:				
Taxes	-	21,875	83,344	105,219
Intergovernmental receipts	-	3,419	59,765	63,184
Other receipts	-	-	298	298
Total receipts	<u>-</u>	<u>25,294</u>	<u>143,407</u>	<u>168,701</u>
Disbursements:				
Supplies	-	-	69	69
Other services and charges	-	-	114,377	114,377
Capital outlay	-	21,180	811	21,991
Total disbursements	<u>-</u>	<u>21,180</u>	<u>115,257</u>	<u>136,437</u>
Excess (deficiency) of receipts over disbursements	<u>-</u>	<u>4,114</u>	<u>28,150</u>	<u>32,264</u>
Cash and investments - ending	<u>\$ 6,507</u>	<u>\$ 83,243</u>	<u>\$ 83,455</u>	<u>\$ 173,205</u>

PALMYRA FIRE DISTRICT
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2014

	Rainy Day Fund	Cumulative Fire	General Fire Fund	Totals
Cash and investments - beginning	\$ 6,507	\$ 83,243	\$ 83,455	\$ 173,205
Receipts:				
Taxes	-	21,184	86,452	107,636
Intergovernmental receipts	-	3,455	62,308	65,763
Other receipts	-	-	56	56
Total receipts	-	24,639	148,816	173,455
Disbursements:				
Supplies	-	-	255	255
Other services and charges	-	-	118,142	118,142
Capital outlay	-	50,000	50,000	100,000
Total disbursements	-	50,000	168,397	218,397
Excess (deficiency) of receipts over disbursements	-	(25,361)	(19,581)	(44,942)
Cash and investments - ending	\$ 6,507	\$ 57,882	\$ 63,874	\$ 128,263

PALMYRA FIRE DISTRICT
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2015

	Rainy Day Fund	Cumulative Fire	General Fire Fund	Totals
Cash and investments - beginning	\$ 6,507	\$ 57,882	\$ 63,874	\$ 128,263
Receipts:				
Taxes	-	21,589	89,171	110,760
Intergovernmental receipts	-	3,594	62,553	66,147
Other receipts	-	-	64	64
Total receipts	<u>-</u>	<u>25,183</u>	<u>151,788</u>	<u>176,971</u>
Disbursements:				
Supplies	-	-	183	183
Other services and charges	-	-	118,352	118,352
Capital outlay	-	20,000	-	20,000
Total disbursements	<u>-</u>	<u>20,000</u>	<u>118,535</u>	<u>138,535</u>
Excess (deficiency) of receipts over disbursements	<u>-</u>	<u>5,183</u>	<u>33,253</u>	<u>38,436</u>
Cash and investments - ending	<u>\$ 6,507</u>	<u>\$ 63,065</u>	<u>\$ 97,127</u>	<u>\$ 166,699</u>

PALMYRA FIRE DISTRICT
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS
 For the Year Ended December 31, 2016

	Rainy Day Fund	Cumulative Fire	General Fire Fund	Totals
Cash and investments - beginning	\$ 6,507	\$ 63,065	\$ 97,127	\$ 166,699
Receipts:				
Taxes	-	21,784	91,601	113,385
Intergovernmental receipts	-	3,692	70,170	73,862
Other receipts	-	-	79	79
Total receipts	<u>-</u>	<u>25,476</u>	<u>161,850</u>	<u>187,326</u>
Disbursements:				
Supplies	-	-	71	71
Other services and charges	-	-	119,914	119,914
Capital outlay	-	20,000	592	20,592
Total disbursements	<u>-</u>	<u>20,000</u>	<u>120,577</u>	<u>140,577</u>
Excess (deficiency) of receipts over disbursements	<u>-</u>	<u>5,476</u>	<u>41,273</u>	<u>46,749</u>
Cash and investments - ending	<u>\$ 6,507</u>	<u>\$ 68,541</u>	<u>\$ 138,400</u>	<u>\$ 213,448</u>

PALMYRA FIRE DISTRICT
SCHEDULE OF LEASES AND DEBT
December 31, 2016

Description of Debt		Ending	Principal and
Type	Purpose	Principal	Interest Due
		Balance	Within One
			Year
Governmental activities:			
Lines of credit	Purchase Fire Truck	\$ 124,765	\$ 20,000
Totals		<u>\$ 124,765</u>	<u>\$ 20,000</u>

PALMYRA FIRE DISTRICT
SCHEDULE OF CAPITAL ASSETS
December 31, 2016

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.

	<u>Ending Balance</u>
Governmental activities:	
Machinery, equipment, and vehicles	\$ <u>256,856</u>
Total capital assets	\$ <u><u>256,856</u></u>

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: <http://www.in.gov/sboa/>.