

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

FINANCIAL STATEMENTS AUDIT REPORT

OF

LINCOLN TOWNSHIP

LAPORTE COUNTY, INDIANA

January 1, 2014 to December 31, 2017



**FILED**  
10/12/2018



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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	John McDaniel	01-01-11 to 12-31-14
	Dennis Christensen	01-01-15 to 12-31-18
Chairman of the Township Board	Mark Emerick	01-01-14 to 12-31-14
	John McDaniel	01-01-15 to 12-31-15
	Yolanda Spence	01-01-16 to 12-31-18



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT AUDITOR'S REPORT

TO: THE OFFICIALS OF LINCOLN TOWNSHIP, LAPORTE COUNTY, INDIANA

**Report on the Financial Statements**

We have audited the accompanying financial statements of Lincoln Township (Township), which comprise the financial position and results of operations for the period of January 1, 2014 to December 31, 2017, and the related notes to the financial statements as listed in the Table of Contents.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Indiana State Board of Accounts as allowed by state statute (IC 5-11-1-6). Management is responsible for and has determined that the regulatory basis of accounting, as established by the Indiana State Board of Accounts, is an acceptable basis of presentation. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Township's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

INDEPENDENT AUDITOR'S REPORT  
(Continued)

***Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles***

As discussed in Note 1 to the financial statements, 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 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 the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

***Adverse Opinion on U.S. Generally Accepted Accounting Principles***

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* paragraph, the financial statements referred to above do not present fairly, in accordance 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, 2014 to December 31, 2017.


***Opinion on Regulatory Basis of Accounting***

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, 2014 to December 31, 2017, in accordance with the financial reporting provisions of the Indiana State Board of Accounts described in Note 1.

***Other Matters***

*Other Information*

Our audit 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 Schedule of Leases and Debt, 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 auditing procedures applied by us in the audit of the financial statements and, accordingly, we express no opinion on them.

  
Paul D. Joyce, CPA  
State Examiner

September 6, 2018

## 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.

LINCOLN TOWNSHIP, LAPORTE COUNTY  
 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	Disbursements	Cash and Investments 12-31-14	Receipts	Disbursements	Cash and Investments 12-31-15
Township	\$ 19,562	\$ 29,126	\$ 24,375	\$ 24,313	\$ 35,667	\$ 21,518	\$ 38,462
Township Assistance	11,396	10,882	2,452	19,826	881	3,984	16,723
Fire Fighting	18,020	162,451	88,786	91,685	109,764	89,210	112,239
Cumulative Fire	45,426	27,230	15,125	57,531	14,824	25,676	46,679
Fire Debt	26,501	6,134	32,635	-	-	-	-
Totals	\$ 120,905	\$ 235,823	\$ 163,373	\$ 193,355	\$ 161,136	\$ 140,388	\$ 214,103

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

LINCOLN TOWNSHIP, LAPORTE COUNTY  
 STATEMENT OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For the Years Ended December 31, 2016 and 2017

Fund	Cash and Investments 01-01-16	Receipts	Disbursements	Cash and Investments 12-31-16	Receipts	Disbursements	Cash and Investments 12-31-17
Township	\$ 38,462	\$ 32,623	\$ 21,029	\$ 50,056	\$ 33,338	\$ 24,283	\$ 59,111
Township Assistance	16,723	-	2,508	14,215	1,204	515	14,904
Fire Fighting	112,239	91,893	38,892	165,240	96,591	81,812	180,019
Rainy Day	-	2,769	-	2,769	-	-	2,769
Levy Excess	-	1,808	-	1,808	-	-	1,808
Cumulative Fire	46,679	13,772	2,693	57,758	13,760	17,116	54,402
Fire Debt	-	297,000	297,000	-	66,329	26,949	39,380
Totals	<u>\$ 214,103</u>	<u>\$ 439,865</u>	<u>\$ 362,122</u>	<u>\$ 291,846</u>	<u>\$ 211,222</u>	<u>\$ 150,675</u>	<u>\$ 352,393</u>

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

LINCOLN TOWNSHIP, LAPORTE 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.* 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 Township.

*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.

LINCOLN TOWNSHIP, LAPORTE COUNTY  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

*Charges for services.* Amounts received for services including, but not limited to, the following: planning commission charges, building department charges, copies of public records, copy machines 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.* 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.

*E. Disbursements*

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

*Personal services.* Amounts disbursed 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.* 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 Township. It includes all expenditures for the reduction of the principal and interest of the Township'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.

*Other disbursements.* Amounts disbursed for various other purposes including, but 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, 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.

LINCOLN TOWNSHIP, LAPORTE COUNTY  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

*G. Fund Accounting*

Separate funds are established, maintained, and reported by the Township. 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 Township. 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 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 lien date (March 1 in a year ending before January 1, 2016 and January 1 in a year beginning 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 Township 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.

LINCOLN TOWNSHIP, LAPORTE COUNTY  
NOTES TO FINANCIAL STATEMENTS  
(Continued)

**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 statements. The purpose of participation in a risk pool is to provide a medium for the funding and administration of the risks.

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#### OTHER INFORMATION - UNAUDITED

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

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

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

	<u>Township</u>	<u>Township Assistance</u>	<u>Fire Fighting</u>	<u>Cumulative Fire</u>	<u>Fire Debt</u>	<u>Totals</u>
Cash and investments - beginning	\$ 19,562	\$ 11,396	\$ 18,020	\$ 45,426	\$ 26,501	\$ 120,905
Receipts:						
Taxes	10,080	9,459	152,942	25,857	-	198,338
Intergovernmental receipts	18,682	1,423	9,304	1,373	39	30,821
Charges for services	-	-	205	-	-	205
Other receipts	364	-	-	-	6,095	6,459
Total receipts	<u>29,126</u>	<u>10,882</u>	<u>162,451</u>	<u>27,230</u>	<u>6,134</u>	<u>235,823</u>
Disbursements:						
Personal services	12,697	-	18,574	-	-	31,271
Supplies	950	-	913	-	-	1,863
Other services and charges	10,644	2,452	45,095	-	-	58,191
Capital outlay	84	-	18,109	15,125	-	33,318
Other disbursements	-	-	6,095	-	32,635	38,730
Total disbursements	<u>24,375</u>	<u>2,452</u>	<u>88,786</u>	<u>15,125</u>	<u>32,635</u>	<u>163,373</u>
Excess (deficiency) of receipts over disbursements	<u>4,751</u>	<u>8,430</u>	<u>73,665</u>	<u>12,105</u>	<u>(26,501)</u>	<u>72,450</u>
Cash and investments - ending	<u>\$ 24,313</u>	<u>\$ 19,826</u>	<u>\$ 91,685</u>	<u>\$ 57,531</u>	<u>\$ -</u>	<u>\$ 193,355</u>

LINCOLN TOWNSHIP, LAPORTE COUNTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2015

	<u>Township</u>	<u>Township Assistance</u>	<u>Fire Fighting</u>	<u>Cumulative Fire</u>	<u>Fire Debt</u>	<u>Totals</u>
Cash and investments - beginning	\$ 24,313	\$ 19,826	\$ 91,685	\$ 57,531	\$ -	\$ 193,355
Receipts:						
Taxes	9,918	780	90,593	13,945	-	115,236
Intergovernmental receipts	25,528	101	5,733	879	-	32,241
Other receipts	221	-	13,438	-	-	13,659
Total receipts	<u>35,667</u>	<u>881</u>	<u>109,764</u>	<u>14,824</u>	<u>-</u>	<u>161,136</u>
Disbursements:						
Personal services	12,201	-	8,407	-	-	20,608
Supplies	378	-	24	-	-	402
Other services and charges	7,598	3,984	69,802	-	-	81,384
Capital outlay	1,280	-	10,977	25,676	-	37,933
Other disbursements	61	-	-	-	-	61
Total disbursements	<u>21,518</u>	<u>3,984</u>	<u>89,210</u>	<u>25,676</u>	<u>-</u>	<u>140,388</u>
Excess (deficiency) of receipts over disbursements	<u>14,149</u>	<u>(3,103)</u>	<u>20,554</u>	<u>(10,852)</u>	<u>-</u>	<u>20,748</u>
Cash and investments - ending	<u>\$ 38,462</u>	<u>\$ 16,723</u>	<u>\$ 112,239</u>	<u>\$ 46,679</u>	<u>\$ -</u>	<u>\$ 214,103</u>

LINCOLN TOWNSHIP, LAPORTE COUNTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2016

	Township	Township Assistance	Fire Fighting	Rainy Day	Levy Excess	Cumulative Fire	Fire Debt	Totals
Cash and investments - beginning	\$ 38,462	\$ 16,723	\$ 112,239	\$ -	\$ -	\$ 46,679	\$ -	\$ 214,103
Receipts:								
Taxes	10,512	-	85,282	2,769	1,808	12,810	-	113,181
Intergovernmental receipts	21,901	-	6,405	-	-	962	-	29,268
Other receipts	210	-	206	-	-	-	297,000	297,416
Total receipts	<u>32,623</u>	<u>-</u>	<u>91,893</u>	<u>2,769</u>	<u>1,808</u>	<u>13,772</u>	<u>297,000</u>	<u>439,865</u>
Disbursements:								
Personal services	12,918	-	-	-	-	-	-	12,918
Supplies	644	-	2,733	-	-	-	-	3,377
Other services and charges	7,467	2,508	32,632	-	-	-	-	42,607
Capital outlay	-	-	3,527	-	-	2,693	297,000	303,220
Total disbursements	<u>21,029</u>	<u>2,508</u>	<u>38,892</u>	<u>-</u>	<u>-</u>	<u>2,693</u>	<u>297,000</u>	<u>362,122</u>
Excess (deficiency) of receipts over disbursements	<u>11,594</u>	<u>(2,508)</u>	<u>53,001</u>	<u>2,769</u>	<u>1,808</u>	<u>11,079</u>	<u>-</u>	<u>77,743</u>
Cash and investments - ending	<u>\$ 50,056</u>	<u>\$ 14,215</u>	<u>\$ 165,240</u>	<u>\$ 2,769</u>	<u>\$ 1,808</u>	<u>\$ 57,758</u>	<u>\$ -</u>	<u>\$ 291,846</u>

LINCOLN TOWNSHIP, LAPORTE COUNTY  
 COMBINING SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND  
 CASH AND INVESTMENT BALANCES - REGULATORY BASIS  
 For the Year Ended December 31, 2017

	<u>Township</u>	<u>Township Assistance</u>	<u>Fire Fighting</u>	<u>Rainy Day</u>	<u>Levy Excess</u>	<u>Cumulative Fire</u>	<u>Fire Debt</u>	<u>Totals</u>
Cash and investments - beginning	\$ 50,056	\$ 14,215	\$ 165,240	\$ 2,769	\$ 1,808	\$ 57,758	\$ -	\$ 291,846
Receipts:								
Taxes	19,011	1,074	89,757	-	-	12,797	61,658	184,297
Intergovernmental receipts	9,665	130	6,724	-	-	963	4,671	22,153
Other receipts	4,662	-	110	-	-	-	-	4,772
Total receipts	<u>33,338</u>	<u>1,204</u>	<u>96,591</u>	<u>-</u>	<u>-</u>	<u>13,760</u>	<u>66,329</u>	<u>211,222</u>
Disbursements:								
Personal services	12,918	-	12,291	-	-	-	-	25,209
Supplies	979	-	2,071	-	-	-	-	3,050
Other services and charges	10,386	515	67,450	-	-	-	-	78,351
Debt service - principal and interest	-	-	-	-	-	-	26,949	26,949
Capital outlay	-	-	-	-	-	17,116	-	17,116
Total disbursements	<u>24,283</u>	<u>515</u>	<u>81,812</u>	<u>-</u>	<u>-</u>	<u>17,116</u>	<u>26,949</u>	<u>150,675</u>
Excess (deficiency) of receipts over disbursements	<u>9,055</u>	<u>689</u>	<u>14,779</u>	<u>-</u>	<u>-</u>	<u>(3,356)</u>	<u>39,380</u>	<u>60,547</u>
Cash and investments - ending	<u>\$ 59,111</u>	<u>\$ 14,904</u>	<u>\$ 180,019</u>	<u>\$ 2,769</u>	<u>\$ 1,808</u>	<u>\$ 54,402</u>	<u>\$ 39,380</u>	<u>\$ 352,393</u>

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LINCOLN TOWNSHIP, LAPORTE COUNTY  
 SCHEDULE OF LEASES AND DEBT  
 December 31, 2017

Description of Debt		Ending	Principal and
Type	Purpose	Principal	Interest Due
		Balance	Within One
			Year
Governmental activities:			
Notes and loans payable	Fire Truck Purchase	\$ 271,779	\$ 53,898

#### OTHER REPORTS

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