



State Auditor
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OFFICE OF THE STATE AUDITOR

E-Update

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1. Deadline: Registration for OSA Annual Training
2. Revised: TIF Statements of Position (SOP)
3. Released: Pension Newsletter & TIF Newsletter
4. Avoiding Pitfalls: Fire Department Checking Accounts

1. Deadline: Registration for OSA Annual Training

Registration for the annual OSA Annual Training closes on Tuesday, November 6. The training will be held on Wednesday, November 14th at the Mermaid Event Center in Mounds View. Topics will include legal compliance, procurement, a GASB update, and fraud prevention.

For details and a link to the online registration, please go to:

<http://www.auditor.state.mn.us/default.aspx?page=2018OSATraining>.

2. Revised: TIF Statements of Position (SOP)

The **TIF Pooling** SOP has been updated to provide further information on pooling for deficit authority and for general clarity. The revised Statement can be found at:

<http://www.auditor.state.mn.us/default.aspx?page=20110525.007>.

The **TIF Interfund Loan** SOP was updated to incorporate recent law changes. The SOP has a new table that summarizes interfund loan requirements by time period. The Statement can be viewed at:

<http://www.auditor.state.mn.us/default.aspx?page=20110519.000>.

3. Released: Pension Newsletter & TIF Newsletter

Pension Newsletter

The October **Pension Newsletter** has been released. The Newsletter provides an update on the State Auditor's Volunteer Fire Relief Association Working Group and also provides information about keeping SAFES login information secure and up to date. Information about two compliance issues the OSA has seen related to municipal funds being deposited into the relief association's general fund and how to avoid the issues.

In addition, the Newsletter provides updates about two temporary work groups convened outside the OSA to study and make recommendations on relief association topics. The complete Newsletter can be accessed at:

<http://www.auditor.state.mn.us/default.aspx?page=pensionDocs>.

TIF Newsletter

The October **TIF Newsletter** has been released. The Newsletter contains information on reporting out-district expenditures and submitting plan modifications for removing parcels. To view the complete Newsletter, go to:

<http://www.auditor.state.mn.us/default.aspx?page=tifDocs>.

4. Avoiding Pitfalls: Fire Department Checking Accounts

The OSA has seen instances where municipal fire department funds are handled in a manner that is different from other municipal department funds. Specifically, we have seen a separate fire department checking account under the control of someone within the fire department. All funds of a city or town fire department should be under the control of the city or town and treated in the same manner as any other city/town department funds.

In contrast to a city or town fire department, a fire relief association is an entity separate from the municipality. As a result, a relief association can have its own checking account.

To learn more about fire department and relief association funds, see our Statement of Position on Checking Accounts for Fire Departments and Fire Relief Associations at:

<http://www.auditor.state.mn.us/default.aspx?page=20110527.001>.

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