



OFFICE OF THE STATE AUDITOR

E-Update

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**State Auditor
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1. Deadline: Towns Reporting on a Cash Basis
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1. Deadline: Towns Reporting on a Cash Basis

The Town Financial Reporting Form for towns reporting on a cash basis is due by Monday, March 2, 2009. The spreadsheet can be downloaded from our website at:

<https://www.auditor.state.mn.us/safes/>.

You will need to enter your username and password to access the reporting form.

2. CTAS Users: New Tax Tables

New tax tables have been developed due to changes to the tax law made in the American Recovery and Reinvestment Act of 2009. The IRS asks that employers begin using these tables in lieu of the previously published tables as soon as possible, but no later than April 1, 2009. The new tables can be found at:

http://www.auditor.state.mn.us/other/ctas/ctas_09_taxtables.pdf.

3. Pension Updates: Fire Service Day & February Newsletter

Fire Service Day at the State Capitol

Several fire service organizations coordinate an annual Fire Service Day at the State Capitol. This year's Day is Thursday, March 5. We'd like to invite volunteer firefighters who are attending Fire Service Day to stop by our office and meet their pension analyst and the Pension Division team. Our office is located one block north of the capitol at 525 Park Street, on the fifth floor. Information regarding Fire Service Day can be found on the Minnesota State Fire Chiefs Association website at:

<http://www.msfc.org/>.

February Newsletter

The February Pension Division Newsletter was released this week. It provides a summary of the legislative proposals by the Fire Relief Association Working Group, helpful hints for completing the 2008 pension reporting forms, and answers to questions we've received from relief association trustees and municipal representatives about the recent market volatility. The Newsletter can be viewed at:

http://www.auditor.state.mn.us/other/PensionDocs/pensionNewsletter_0902.pdf.

4. Avoiding Pitfalls: Audits of Towns or Small Cities with Combined Clerk/Treasurers

Cities with populations of 2,500 or less and a combined clerk/treasurer position and towns with a combined clerk/treasurer position must have an annual audit performed if their annual revenue for 2008 is over \$187,000. These cities and towns should have annual audits performed beginning with the year in which the offices were combined.

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