



State Auditor
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OFFICE OF THE STATE AUDITOR

E-Update

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January 28, 2011

1. Deadline: City and County Summary Budget & Lobbying Reporting Forms Due
2. Meeting: Collaborative Governance Council
3. Update: Volunteer Fire Relief Association Working Group
4. Released: TIF Newsletter
5. Avoiding Pitfalls: Claim Approval by the Governing Body

1. Deadline: City and County Summary Budget & Lobbying Reporting Forms Due

January 31st is the deadline for submitting the City and County Summary Budget Reporting Forms and the Local Government Lobbying Reporting Forms. The forms are available through the State Auditor Form Entry System (SAFES), which can be accessed at:

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

2. Meeting: Collaborative Governance Council

The next meeting of the Collaborative Governance Council will be held on Thursday, February 3, at 1:00 p.m. in the League of Minnesota Cities building, 145 University Avenue West, St. Paul. Council meetings are open to the public. For more information on the Council and to access meeting materials, go to:

<http://www.auditor.state.mn.us/default.aspx?page=20100702.000>.

3. Update: Volunteer Fire Relief Association Working Group

The 2010-2011 Volunteer Fire Relief Association Working Group held its final meeting on January 25. The group conducted a final review of its draft legislation and adopted some

additional changes regarding return-to-service requirements. The Working Group bill will be forwarded to the legislature for its consideration.

We will continue to keep you updated on the progress of the bill through the E-Update and monthly Pension Newsletter. Meeting materials such as meeting minutes, agendas, and soon a copy of the final Working Group bill are available at:

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

4. Released: TIF Newsletter

The January **TIF Newsletter** has been released. The Newsletter contains information on the 2010 TIF Market Value Homestead Credit and on the Five-Year Rule and decertification. To view the Newsletter, go to:

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

5. Avoiding Pitfalls: Claim Approval by the Governing Body

Generally, the governing body of a public entity, as a whole, must approve the expenditure of public funds. The decision to expend public funds should be based upon a formal vote of the governing body that is memorialized in the meeting minutes.

On occasion, an individual elected official will authorize a payment on behalf of their public entity. A public official who individually agrees to a payment of public funds runs the risk that the governing body will disagree. When that happens, the public official may be personally liable for the payment.

If you are interested in signing up to receive an e-mail version of the E-Update regularly, [click here](#).

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