



State Auditor  
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# OFFICE OF THE STATE AUDITOR

## *E-Update*

*The official online news  
publication of the Office  
of the State Auditor*

June 21, 2013

1. Released: CTAS Newsletter
2. Released: Pension Newsletter & TIF Newsletter
3. Avoiding Pitfalls: Fire Department Checking Accounts

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### **1. Released: CTAS Newsletter**

The Summer **CTAS Newsletter** has been released. The Newsletter contains important information on the upcoming rewrite of CTAS. The Newsletter also provides information on the Chart of Accounts and on training opportunities. To view the complete Newsletter, go to:

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

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### **2. Released: Pension Newsletter & TIF Newsletter**

#### **Pension Newsletter**

The June **Pension Newsletter** has been released. The Newsletter contains information on SAFES passwords, marriage dissolutions, fiduciary education for relief association trustees, and a reporting reminder. The complete Newsletter can be viewed at:

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

#### **TIF Newsletter**

The June **TIF Newsletter** has been released. The Newsletter provides information on completing the 2012 TIF Annual Reporting and 2012 Pooled Debt Reporting forms. It also contains an update on amendments to the TIF Act passed in the recently-completed legislative session. The Newsletter can be viewed at:

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

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### **3. Avoiding Pitfalls: Fire Department Checking Accounts**

The Office of the State Auditor has seen instances where municipal fire department funds are handled in a manner that is different from other municipal department funds. Specifically, some audits have revealed 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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