



State Auditor
Rebecca Otto

OFFICE OF THE STATE AUDITOR

E-Update

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1. Deadlines: City/County Budget & Lobbying Reporting Forms
2. Available: Information for New Fire Relief Association Trustees
3. Meeting: Volunteer Fire Relief Association Working Group
4. Avoiding Pitfalls: Salary Adjustments

1. Deadlines: City/County Budget & Lobbying Reporting Forms

City and County Summary Budget Reporting Forms

January 31st is the deadline for cities and counties to submit the Summary Budget Reporting Form. The city and county forms can be accessed at:

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

Local Government Lobbying Costs Reporting Form

The Local Government Lobbying Costs Reporting Form is due January 31st. The form can be found at:

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

2. Available: Information for New Fire Relief Association Trustees

Many volunteer fire relief associations will be holding their annual meetings and elections soon. The OSA makes available a one-page informational document that provides links to resources available on our website. These resources are intended to help individuals who are elected to a relief association's board of trustees be successful in their new positions.

The document can be viewed at:

<http://www.auditor.state.mn.us/Other/pensionDocs/InfoforNewTrustees.pdf>.

3. Meeting: Volunteer Fire Relief Association Working Group

The Volunteer Fire Relief Association Working Group will be meeting on Thursday, January 15, at 11:00 a.m. at our 525 Park Street office in Saint Paul. Meetings are open to the public. Working Group meeting materials are available at:

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

4. Avoiding Pitfalls: Salary Adjustments

When considering salary adjustments as a way to economize, local officials need to consider statutes that may prescribe how salaries of certain officials need to be set. Statutes vary for different local units of government and for different officials.

For example, changes in most city council members' salaries may not take effect until after the next municipal election. However, city council members may temporarily reduce their own salaries before the next municipal election by enacting an ordinance that will be in effect for 12 months, unless the ordinance specifies a different time period. See [Minn. Stat. § 415.11](#).

As with other important decisions that have legal ramifications, local officials considering compensation changes should consult with their legal advisors.

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The Office of the State Auditor is located at 525 Park Street, Suite 500, St. Paul, MN 55103. Phone: (651) 296-2551 or (800) 627-3529 (TTY) Fax: (651) 296-4755.

Web: www.auditor.state.mn.us.