



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*

February 27, 2015

1. Released: CTAS Version 8.1
2. Released: Pension Newsletter & TIF Newsletter
3. Avoiding Pitfalls: Joint Powers Agreements – Part II

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### **1. Released: CTAS Version 8.1**

The Office of the State Auditor has released CTAS Version 8.1, the update to Version 8.0 of the Small City and Town Accounting System (CTAS). If you have already purchased CTAS Version 8, Version 8.1.0 can be downloaded from the State Auditor's Form Entry System (SAFES) at:

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

Resources for getting started with Version 8.1 can be found under the "CTAS Version 8" heading at:

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

Cities and towns that would like to order a copy of CTAS Version 8 can still do so. A link to the order form can be found by clicking on the link above.

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

#### **Pension Newsletter**

The February **Pension Newsletter** has been released. The Newsletter provides an update on the Working Group bill and a reminder about the upcoming Fire Equipment Certification Form reporting deadline. The Newsletter also provides information about survivor benefits and beneficiaries, including a link to a sample designation of beneficiary form, and payment of professional fees. Instructions for electronically signing relief association reporting forms using the State Auditor's Form Entry System (SAFES) are also included. The complete Newsletter can be viewed at:

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

## **TIF Newsletter**

The February **TIF Newsletter** was released this week. The newsletter provides information on the Four-Year Knockdown Rule and an invitation to take the 2015 Authority Training Survey. The Newsletter also contains information on a new TIF educational video, “TIF Pooling”. The complete Newsletter can be viewed at:

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

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### **3. Avoiding Pitfalls: Joint Powers Agreements – Part II**

Entities created through joint powers agreements must maintain strict accountability of all funds and must maintain reports of all receipts and disbursements. To the extent practicable, the same rules that apply to the individual entities must be applied to any contracts, purchases, or disbursement of funds made under the agreement.

The agreement needs to describe how any property acquired under the joint exercise of powers will be distributed after the purpose of the agreement has been completed. Once the purpose of the agreement has been completed, any surplus funds must be returned to the contracting parties in proportion to their contributions.

The primary statute on the joint exercise of governmental powers is [Minn. Stat. § 471.59](#).

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