



**State Auditor
Rebecca Otto**

OFFICE OF THE STATE AUDITOR

E-Update

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1. Released: County Finances Report
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1. Released: County Finances Report

State Auditor Rebecca Otto has released the County Finances Report, which summarizes the financial operations of Minnesota counties for calendar year 2015 and also examines long-term trends. To view the complete report, which includes an Executive Summary, charts and graphs, go to:

<http://www.auditor.state.mn.us/default.aspx?page=20170308.000>.

2. Deadline: Cash Cities and Towns Financial Reporting Forms

The deadline for the 2016 Financial Reporting Form for cash cities and towns is March 31. The form can be accessed at:

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

3. Deadline: Special District Financial Reporting Form

The Special District Financial Reporting Form and Financial Statements are due March 31 for districts whose fiscal year ended September 30, 2016. The reporting form can be accessed at:

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

4. Reminder: Relief Association Reporting Deadline

Reporting forms for volunteer fire relief associations with less than \$500,000 in assets and liabilities are due by March 31. In addition to the reporting forms, each relief association with assets and liabilities below the statutory threshold must have an Agreed-Upon Procedures engagement and submit the certified public accountant's report on applying the procedures.

Form submissions are not complete until all required signatures are provided. The form signature pages are provided in the PDF version of the form that is created after the form is uploaded through the State Auditor's Form Entry System (SAFES). Forms can be signed electronically in SAFES or paper signature pages can be submitted.

Reporting forms for volunteer fire relief associations with assets or liabilities of at least \$500,000 are due by June 30. Audited financial statements must be submitted with the reporting forms for these relief associations.

5. Avoiding Pitfalls: Broker Certifications

Minnesota law requires local units of government to obtain a broker's certification before transacting business with a broker. Each year, the broker must acknowledge in writing the receipt of a statement of investment restrictions and must agree to handle the government entity's account in accordance with those restrictions. The law prohibits a government entity from entering into a transaction with a broker until the broker provides the entity with the required certification.

For more information and links to broker certification forms for local governments and relief associations, go to:

<http://www.auditor.state.mn.us/default.aspx?page=20030101.031>.

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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.