



## NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

Charlie Janssen  
State Auditor

Charlie.Janssen@nebraska.gov  
PO Box 98917  
State Capitol, Suite 2303  
Lincoln, Nebraska 68509  
402-471-2111, FAX 402-471-3301  
auditors.nebraska.gov

November 13, 2020

Nathan Beck, Chairperson  
Fairmont Rural Fire Protection District  
1917 Road 4  
Fairmont, NE 68354

Dear Chairperson Beck:

The Nebraska Auditor of Public Accounts (APA) has reviewed the audit waiver request received from the Fairmont Rural Fire Protection District (District) for the fiscal year ending 2020. **That request has been approved.**

While performing, pursuant to Neb. Rev. Stat. § 84-304 (2020 Neb. Laws, LB 781, § 8), the preliminary examination necessary to determine whether further audit work would be required or the audit waiver should be allowed, the APA noted certain internal control or compliance matters, or other operational issues, within the District.

The following information is intended to improve internal controls or result in other operational efficiencies.

### **Comment and Recommendation**

#### **Lack of Dual Signatures**

The APA obtained the monthly statements for the District's bank accounts from its fiscal year 2020 audit waiver request. From those statements, the APA noted that all District checks written during the examination period contained only one signature.

Nebraska law requires both the Secretary-Treasurer and the President of the District to sign all checks approved by the Board. In particular, Neb. Rev. Stat. § 35-511 (Reissue 2016) states that those checks "shall bear the signature of the secretary-treasurer and the countersignature of the president of such district."

In addition, good internal controls and sound accounting practices require procedures to ensure that District checks contain the statutorily required endorsements.

Without such procedures, there is an increased risk for not only failure to comply with State statute but also loss or misuse of public funds.

We recommend the Board implement procedures to require dual signatures, from both the Secretary-Treasurer and the President, on all District checks, as required by law.

\* \* \* \* \*

The preliminary planning work that resulted in this letter was designed primarily on a test basis and, therefore, may not bring to light all existing weaknesses in the District's policies or procedures. Nevertheless, our objective is to use the knowledge gained during the performance of that preliminary planning work to make comments and suggestions that we hope will prove useful to the District.

This communication is intended solely for the information and use of the District and its management. It is not intended to be, and should not be, used by anyone other than those specified parties. However, this letter is a matter of public record, and its distribution is not limited.

If you have any questions, please contact **Dakota Christensen** at **402-499-8702** or **dakota.christensen@nebraska.gov**.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Avery", with a long horizontal flourish extending to the right.

Mark Avery, CPA  
Assistant Deputy Auditor

**2020-2021  
STATE OF NEBRASKA  
GENERAL BUDGET FORM**

**FAIRMONT RURAL FIRE PROTECTION DIST**

TO THE COUNTY BOARD AND COUNTY CLERK OF  
FILLMORE County

This budget is for the Period JULY 1, 2020, through JUNE 30, 2021

**Upon Filing, The Entity Certifies the Information Submitted on this Form to be Correct:**

The following **PERSONAL AND REAL PROPERTY TAX** is requested for the ensuing year:

\$	25,320.14	Property Taxes for Non-Bond Purposes
		Principal and Interest on Bonds
\$	25,320.14	<b>Total Personal and Real Property Tax Required</b>

Outstanding Bonded Indebtedness as of JULY 1, 2020

	25,000.00	Principal
	500.00	Interest
\$	25,500.00	<b>Total Bonded Indebtedness</b>

304,279,803

**Total General Fund Certified Valuation (All Counties)**

(Certification of Valuation(s) from County Assessor **MUST** be attached)

**County Clerk's Use ONLY**

**APA Contact Information**

Auditor of Public Accounts  
State Capitol, Suite 2303  
Lincoln, NE 68509

Telephone: (402) 471-2111      FAX: (402) 471-3301

Website: [www.auditors.nebraska.gov](http://www.auditors.nebraska.gov)

Questions - E-Mail: [Deann.Haeffner@nebraska.gov](mailto:Deann.Haeffner@nebraska.gov)

**Budget Document To Be Used As Audit Waiver?**

My Subdivision has elected to use this Budget Document as the Audit Waiver.

(If YES, Board Minutes **MUST** be Attached)

☒ YES      ☐ NO

If YES, Column 2 **MUST** contain **ACTUAL** Numbers.

If YES, DO NOT COMPLETE/SUBMIT SEPARATE AUDIT WAIVER REQUEST.

**Report of Joint Public Agency & Interlocal Agreements**

Was this Subdivision involved in any Interlocal Agreements or Joint Public Agencies for the reporting period of July 1, 2019 through June 30, 2020?

☒ YES      ☐ NO

If YES, Please attach Interlocal Agreement Report.

**Report of Trade Names, Corporate Names & Business Names**

Did the Subdivision operate under a separate Trade Name, Corporate Name, or other Business Name during the period of July 1, 2019 through June 30, 2020?

☐ YES      ☒ NO

If YES, Please attach Trade Name Report.

**Submission Information**

**Budget Due by 9-20-2020**

Submit budget to:

1. Auditor of Public Accounts -Electronically on Website or Mail
2. County Board (SEC. 13-508), C/O County Clerk

FAIRMONT RURAL FIRE PROTECTION DIST in FILLMORE County

Line No.	TOTAL ALL FUNDS	Actual 2018 - 2019 (Column 1)	Actual/Estimated 2019 - 2020 (Column 2)	Adopted Budget 2020 - 2021 (Column 3)
1	<b>Beginning Balances, Receipts, &amp; Transfers:</b>			
2	Beginning Net Cash Balance	\$ 133,383.28	\$ 140,810.31	\$ 148,256.67
3	Investments	\$ 33,382.14	\$ 33,727.01	\$ 33,953.47
4	County Treasurer's Balance	\$ 218.83	\$ 52.88	\$ 584.26
5	<b>Subtotal of Beginning Balances</b> (Lines 2 thru 4)	<b>\$ 166,984.25</b>	<b>\$ 174,590.20</b>	<b>\$ 182,794.40</b>
6	Personal and Real Property Taxes (Columns 1 and 2 - See Preparation Guidelines)	\$ 45,750.26	\$ 45,030.75	\$ 24,823.67
7	Federal Receipts	\$ -	\$ -	\$ -
8	State Receipts: Motor Vehicle Pro-Rate (To Lid Supporting Schedule, page 4)	\$ 61.79	\$ 80.59	\$ 80.00
9	State Receipts: State Aid	\$ -	\$ -	\$ -
10	State Receipts: Other	\$ -	\$ -	\$ -
11	State Receipts: Property Tax Credit	\$ 5,360.32	\$ 6,359.35	
12	Local Receipts: Nameplate Capacity Tax	\$ 172.63	\$ -	\$ -
13	Local Receipts: In Lieu of Tax (To Lid Supporting Schedule, page 4)	\$ -	\$ -	\$ -
14	Local Receipts: Other	\$ 756.97	\$ 672.40	\$ 675.00
15	Transfers In Of Surplus Fees (To Lid Supporting Schedule, page 4)	\$ -	\$ -	\$ -
16	Transfer In Other Than Surplus Fees (Should agree to Transfers Out on Line 28)	\$ -	\$ -	\$ -
17	<b>Total Resources Available</b> (Lines 5 thru 16)	<b>\$ 219,086.22</b>	<b>\$ 226,733.29</b>	<b>\$ 208,373.07</b>
18	<b>Disbursements &amp; Transfers:</b>			
19	Operating Expenses	\$ 16,996.02	\$ 17,402.89	\$ 115,000.00
20	Capital Improvements (Real Property/Improvements)	\$ -	\$ -	\$ -
21	Other Capital Outlay (Equipment, Vehicles, Etc.)	\$ -	\$ -	\$ -
22	Debt Service: Bond Principal & Interest Payments	\$ 27,500.00	\$ 26,536.00	\$ 25,518.00
23	Debt Service: Payments to Retire Interest-Free Loans (Public Airports)	\$ -	\$ -	\$ -
24	Debt Service: Payments to Bank Loans & Other Instruments (Fire Districts)	\$ -	\$ -	\$ -
25	Debt Service: Other	\$ -	\$ -	\$ -
26	Judgments	\$ -	\$ -	\$ -
27	Transfers Out of Surplus Fees	\$ -	\$ -	\$ -
28	Transfers Out Other Than Surplus Fees (Should agree to Transfers In on Line 16)	\$ -	\$ -	\$ -
29	<b>Total Disbursements &amp; Transfers</b> (Lines 19 thru 28)	<b>\$ 44,496.02</b>	<b>\$ 43,938.89</b>	<b>\$ 140,518.00</b>
30	<b>Balance Forward/Cash Reserve</b> (Line 17 - Line 29)	<b>\$ 174,590.20</b>	<b>\$ 182,794.40</b>	<b>\$ 67,855.07</b>
31	Cash Reserve Percentage			48%
<b>PROPERTY TAX RECAP</b>		Tax from Line 6		\$ 24,823.67
		County Treasurer's Commission at 2% of Line 6		\$ 496.47
		<b>Total Property Tax Requirement</b>		<b>\$ 25,320.14</b>



# FAIRMONT RURAL FIRE PROTECTION DIST in FILLMORE County

## To Assist the County For Levy Setting Purposes

The Cover Page identifies the Property Tax Request between Principal & Interest on Bonds and All Other Purposes. If your political subdivision needs more of a breakdown for levy setting purposes, complete the section below.

Property Tax Request by Fund:

	Property Tax Request
General Fund	\$ 25,320.14
Sinking Fund	
Bond Fund	\$ -
_____ Fund	
<b>Total Tax Request</b>	<b>** \$ 25,320.14</b>

\*\* This Amount should agree to the Total Personal and Real Property Tax Required on the Cover Page (Page 1).

## Documentation of Transfers:

*(Only complete if there are transfers noted on Page 2, Column 2)*

Please explain what fund the monies were transferred from, what fund they were transferred to, and the reason for the transfer.

Transfer From:

Transfer To:

Amount:

Reason:

Transfer From:

Transfer To:

Amount:

Reason:

## Township Property Taxes

If this is a Township Subdivision budget form, the amount of property taxes shown above and on the front cover may not represent the amount the Township will receive. Statute 39-1522 outlines that one-half of all money collected from the township levy on property within the corporate limits of a city or village shall be paid to the treasurer of the city or village to be used for the maintenance and repairs of the streets.

Township should take this into consideration when determining property tax amount to be budgeted.

Township Total Valuation	304,279,803
City/Village Valuation included in Township Valuation	
General Fund Tax Rate	0.008321
Township Taxes within City/Village	-
50% of Township Taxes within City/Village	-
Projected Township Taxes to be collected	25,320.14

## Cash Reserve Fund

Statute 13-503 says cash reserve means funds required for the period before revenue would become available for expenditure but shall not include funds held in any special reserve fund. If the cash reserve on Page 2 exceeds 50%, you can list below amounts being held in a special reserve fund.

Special Reserve Fund Name	Amount
Total Special Reserve Funds	-
Total Cash Reserve	\$ 67,855.07
Remaining Cash Reserve	\$ 67,855.07
Remaining Cash Reserve %	48%

## CORRESPONDENCE INFORMATION

### ENTITY OFFICIAL ADDRESS

*If no official address, please provide address where correspondence should be sent*

NAME	NATHAN BECK
ADDRESS	1917 ROAD 4
CITY & ZIP CODE	FAIRMONT 68354
TELEPHONE	402-710-0427
WEBSITE	

	BOARD CHAIRPERSON	CLERK/TREASURER/SUPERINTENDENT/OTHER	PREPARER
NAME	Nathan Beck	Robbie Petersen	Linda Zuerlein
TITLE /FIRM NAME	Chairperson	Sec./Treas.	
TELEPHONE	402.710.0427		
EMAIL ADDRESS		r.a.peterfarms@gmail.com	ljcarroll79@gmail.com

For Questions on this form, who should we contact (please ☒ one): Contact will be via email if supplied.

- ☐ Board Chairperson
- ☐ Clerk / Treasurer / Superintendent / Other
- ☒ Preparer

**NOTE:** If Budget Document is used as an Audit Waiver, approval of the Audit Waiver will be sent to the Board Chairperson via email. If no email address is supplied for the Board Chairperson, notification will be mailed via post office to address listed above.

**FAIRMONT RURAL FIRE PROTECTION DIST in FILLMORE County**

**2020-2021 LID SUPPORTING SCHEDULE**

**Calculation of Restricted Funds**

Total Personal and Real Property Tax Requirements	(1)	\$	25,320.14
Motor Vehicle Pro-Rate	(2)	\$	80.00
In-Lieu of Tax Payments	(3)	\$	-
Transfers of Surplus Fees	(4)	\$	-
Prior Year Budgeted Capital Improvements that were excluded from Restricted Funds.			
Prior Year Capital Improvements Excluded from Restricted Funds (From 2019-2020 Lid Exceptions, Line (10))		\$	- (5)
<b>LESS:</b> Amount Spent During 2019-2020		\$	- (6)
<b>LESS:</b> Amount Expected to be Spent in Future Budget Years		\$	- (7)
Amount to be included as Restricted Funds <i>(Cannot be a Negative Number)</i>	(8)	\$	-
Nameplate Capacity Tax	(8a)	\$	-

<b>TOTAL RESTRICTED FUNDS (A)</b>	(9)	\$	<b>25,400.14</b>
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**Lid Exceptions**

Capital Improvements Budgeted (Purchase of Real Property and Improvements on Real Property)	\$	-	(10)
<b>LESS:</b> Amount of prior year capital improvements that were excluded from previous lid calculations but were not spent and now budgeted this fiscal year <i>(cannot exclude same capital improvements from more than one lid calculation.)</i>			
Agrees to Line (7).	\$	-	(11)
Allowable Capital Improvements	(12)	\$	-
Bonded Indebtedness	(13)		
Public Facilities Construction Projects (Statute 72-2301 to 72-2308) <b>(Fire Districts &amp; Hospital Districts Only)</b>	(14)		
Interlocal Agreements/Joint Public Agency Agreements	(15)	\$	15,000.00
Public Safety Communication Project - Statute 86-416 <b>(Fire Districts Only)</b>	(16)		
Payments to Retire Interest-Free Loans from the Department of Aeronautics <b>(Public Airports Only)</b>	(17)		
Judgments	(18)		
Refund of Property Taxes to Taxpayers	(19)		
Repairs to Infrastructure Damaged by a Natural Disaster	(20)		

<b>TOTAL LID EXCEPTIONS (B)</b>	(21)	\$	<b>15,000.00</b>
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<b>TOTAL RESTRICTED FUNDS</b> <b>For Lid Computation (To Line 9 of the Lid Computation Form)</b> <i>To Calculate: Total Restricted Funds (A)-Line 9 MINUS Total Lid Exceptions (B)-Line 21</i>		\$	<b>10,400.14</b>
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Total Restricted Funds for Lid Computation cannot be less than zero. See Instruction Manual on completing the Lid Supporting Schedule.

**FAIRMONT RURAL FIRE PROTECTION DIST**

in  
**FILLMORE County**

**LID COMPUTATION FORM FOR FISCAL YEAR 2020-2021**

**PRIOR YEAR RESTRICTED FUNDS AUTHORITY OPTION 1 OR OPTION 2**

**OPTION 1**

**2019-2020 Restricted Funds Authority** = Line (8) from last year's Lid Computation Form 10,048.44  
Option 1 - (1)

**OPTION 2**

*Only use if a vote was taken at a townhall meeting last year to exceed Lid for one year*

Line (1) of Prior Year Lid Computation Form Option 2 - (A)

Allowable Percent Increase **Less** Vote Taken (Prior Year Lid Computation Form Line (6) - Line (5)) %  
Option 2 - (B)

Dollar Amount of Allowable Increase Excluding the vote taken (Line (A) times Line (B)) -  
Option 2 - (C)

**Calculated 2019-2020 Restricted Funds Authority** (Line (A) Plus Line (C)) = -  
Option 2 - (1)

**CURRENT YEAR ALLOWABLE INCREASES**

**1** **BASE LIMITATION PERCENT INCREASE (2.5%)** 2.50 %  
(2)

**2** **ALLOWABLE GROWTH PER THE ASSESSOR MINUS 2.5%** - %  
(3)

$$\frac{\text{2020 Growth per Assessor}}{\text{2019 Valuation}} = \frac{\text{Multiply times}}{100 \text{ To get \%}} \text{ %}$$

**3** **ADDITIONAL ONE PERCENT BOARD APPROVED INCREASE** 1.00 %  
(4)

$$\frac{5}{5} = \frac{100.00}{100} \text{ %}$$

# of Board Members voting "Yes" for Increase      Total # of Members in Governing Body at Meeting      Must be at least .75 (75%) of the Governing Body

**ATTACH A COPY OF THE BOARD MINUTES APPROVING THE INCREASE.**

**4** **SPECIAL ELECTION/TOWNHALL MEETING - VOTER APPROVED % INCREASE** %  
(5)

**Please Attach Ballot Sample and Election Results OR Record of Action From Townhall Meeting**

**TOTAL ALLOWABLE PERCENT INCREASE** = Line (2) + Line (3) + Line (4) + Line (5) 3.50 %  
(6)

Allowable Dollar Amount of Increase to Restricted Funds = Line (1) x Line (6) 351.70  
(7)

Total Restricted Funds Authority = Line (1) + Line (7) 10,400.14  
(8)

**Less:** Restricted Funds from Lid Supporting Schedule 10,400.14  
(9)

Total Unused Restricted Funds Authority = Line (8) - Line (9) -  
(10)

**LINE (10) MUST BE GREATER THAN OR EQUAL TO ZERO OR YOU ARE IN VIOLATION OF THE LID LAW.**

The amount of Unused Restricted Funds Authority on Line (10) must be published in the Notice of Budget Hearing.

## 2020-2021 CAPITAL IMPROVEMENT LID EXEMPTIONS

Page 6

## REPORTING PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020

**FILLMORE County**

COUNTY

Amount Used as Lid  
Exemption for 2020-  
2021  
(Column 4)

Description  
(Column 3)Total Amount used as Lid Exemption

\$ 15,000.00

**REPORT OF TRADE NAMES, CORPORATE NAMES, BUSINESS NAMES**  
**REPORTING PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020**

**FAIRMONT RURAL FIRE PROTECTION DIST**

**FILLMORE County**

SUBDIVISION NAME

COUNTY

List all Trade Names, Corporate Names and Business Names under which the political subdivision conducted business.

n/a

## BUDGET HEARING MINUTES

The Budget Hearing of Fairmont Rural Fire Dist was held the 16 day of Sept, 2020, at 1030-Fairmont Village Hall

### Board Members:

#### Present

Don Bristol  
Nathan Beck  
Robbie Peterson  
Lowell Stephenson  
Mike Bruns

#### Absent

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### 1% Increase in Restricted Funds Authority

A motion was made by Bruns and seconded by Beck to increase the total restricted funds authority by an additional 1%.

5 Ayes 0 Nays

Motion: Passed ✓  
Failed \_\_\_\_\_

### Request for Audit Waiver

A motion was made by Beck and seconded by Bristol to request an audit waiver for the fiscal year ended \_\_\_\_\_, 2019.

5 Ayes 0 Nays

Motion: Passed ✓  
Failed \_\_\_\_\_

### Budget Approval

A motion was made by B and seconded by Bruns to approve the \_\_\_\_\_ budget as proposed.

5 Ayes 0 Nays

Motion: Passed ✓  
Failed \_\_\_\_\_



# AFFIDAVIT OF PUBLICATION

State of Nebraska)  
County of Fillmore) SS.

Amber Peters, being first duly sworn, on oath says that she is the representative of the NEBRASKA SIGNAL, a legal newspaper under the statutes of the

of Nebraska published and of general circulation in said county; that she has personal knowledge of the facts stated in this affidavit; and that the required notice was published in said newspaper 1 consecutive week(s), the first publication being on the 09 day of September, 2020.

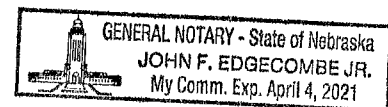
*[Signature]*

described in my presence and sworn before me at the office of the NEBRASKA SIGNAL of Fillmore County, Nebraska, this 09 day of September, 2020.

ES \$77.50

*[Signature]*

Notary Public



The Nebraska Signal Wednesday, September 9, 2020 - Page 7A

NOTICE OF BUDGET HEARING AND BUDGET SUMMARY	
FAIRMONT RURAL FIRE PROTECTION DIST IN FILLMORE County, Nebraska	
PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513; that the governing body will meet on the 16 day of SEPTEMBER 2020, at 10:30 o'clock A.M. at FAIRMONT VILLAGE HALL for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget. The budget detail is available at the office of the Clerk during regular business hours.	
Robbie Petersen Clerk/Secretary	
2018-2019 Actual Disbursements & Transfers	\$ 44,496.02
2019-2020 Actual/Estimated Disbursements & Transfers	\$ 43,938.89
2020-2021 Proposed Budget of Disbursements & Transfers	\$ 140,518.00
2020-2021 Necessary Cash Reserve	\$ 67,855.07
2020-2021 Total Resources Available	\$ 208,373.07
Total 2020-2021 Personal & Real Property Tax Requirement	\$ 25,320.14
Unused Budget Authority Created For Next Year	\$ -
Breakdown of Property Tax:	
Personal and Real Property Tax Required for Non-Bond Purposes	\$ 25,320.14
Personal and Real Property Tax Required for Bonds	\$ -

SUBSCRIBE

**CERTIFICATION OF TAXABLE VALUE  
And VALUE ATTRIBUTABLE TO GROWTH**

*{format for all political subdivisions other than  
a) sanitary improvement districts in existence five years or less, and  
b) community colleges, and c) school districts}*

**TAX YEAR 2020**

*{certification required on or before August 20<sup>th</sup>, of each year}*

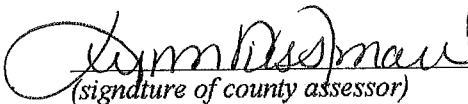
**TO: FAIRMONT FIRE  
%VILLAGE CLERK  
635 - 6TH AVE  
FAIRMONT NE 68354**

**TAXABLE VALUE LOCATED IN THE COUNTY OF: FILLMORE**

Name of Political Subdivision	Subdivision Type (e.g. city, fire, NRD)	Value attributable to Growth	Total Taxable Value
FAIRMONT FIRE	Fire-District	516,720	304,279,803

*\*Value attributable to growth is determined pursuant to section 13-518 which includes real and personal property and annexation, if applicable.*

I LYNN MUSSMAN, FILLMORE County Assessor hereby certify that the valuation listed herein is, to the best of my knowledge and belief, the true and accurate taxable valuation for the current year, pursuant to Neb. Rev. Stat. §13-509 and §13-518.

  
(signature of county assessor)



Aug 13, 2020  
(date)

CC: County Clerk, FILLMORE County  
CC: County Clerk where district is headquarter, if different county, \_\_\_\_\_ County

*Note to political subdivision: A copy of the Certification of Value must be attached to the budget document.*

Fairmont Rural Fire Protection District meet on July 16, 2019 at the Fairmont Fire Barn at 8:00 p.m.

Present: Nate Beck, Robbie Peterson, Don Bristol, Lowell Stephenson and Mike Bruns.

Discussed new possible fire radios.

Bristol moved and Beck seconded to pay Village of Fairmont \$5,740 for ½ of fire department expenses and to pay director fees. Voting: Bristol, Beck, Peterson, Stephenson and Bruns. Motion carried.

Meeting adjourned 8:30 p.m.

Robbie Peterson