



# NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

Mike Foley  
State Auditor

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

February 20, 2026

Chris Ibsen, Chairperson  
Village of Roca  
PO Box 69  
Roca, NE 68430-0069

Dear Chairperson Ibsen:

The Nebraska Auditor of Public Accounts (APA) has reviewed the audit waiver request received from the Village of Roca (Village) for the fiscal year ending 2025. **That request has been approved.**

While performing, pursuant to Neb. Rev. Stat. § 84-304 (Supp. 2025), the preliminary examination necessary to determine whether the audit waiver should be allowed or further audit work would be required, the APA noted certain internal control or compliance matters, or other operational issues, within the Village.

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

## Comments and Recommendations

### 1. Payment of Unapproved Claims

During our comparison of the Village's bank account details to claims approved by the Board, the APA identified the following checks, totaling \$66,289.65, which were paid but not included on the claims listing to be approved by the Board.

Details of the unapproved payments are included in the table below:

Name/Vendor	Check Date	Amount	Check #
BOKF Wealth	4/14/25	\$ 65,382.50	EFT
Aqua Systems	4/21/25	79.40	EFT
TCA Outdoor Power	4/24/25	127.75	EFT
Esri	4/28/25	700.00	EFT
<b>Total</b>		<b>\$ 66,289.65</b>	

Neb. Rev. Stat. § 17-614(1)(a) (Cum. Supp. 2024) sets out the proper method for the appropriation or payment of money by the Village, as follows:

*All ordinances and resolutions or orders for the appropriation or payment of money shall require for their passage or adoption the concurrence of a majority of all elected members of the city council in a city of the second class or village board of trustees.*

(Emphasis added.) Good internal control requires procedures to ensure that all claims are authorized by the Board prior to payment and are adequately documented in the minutes of the meeting during which they are approved.

Without such procedures, there is an increased risk for the loss or misuse of Village funds.

The APA identified a similar issue in a prior review and disclosed it to the Village in a letter dated January 29, 2025, which can be found on the APA’s website. However, this issue does not appear to have been corrected after the APA’s notification.

We recommend the Board implement procedures to ensure all claims are authorized by the Board prior to payment and are adequately documented in the minutes of the meeting during which they are approved.

**2. Payment of Claims Prior to Board Approval**

During our comparison of the Village’s bank account details to claims approved by the Board, the APA noted that the following checks, totaling \$5,737.19, were issued before the underlying claims were approved by the Board.

The table below provides a summary of the premature payments:

Name/Vendor	Amount	Approval Date	Check Date	Days Paid Before Approval
Aqua Systems	\$ 96.00	4/14/25	4/11/25	3
Internal Revenue Service	705.88	4/14/25	4/8/25	6
Intuit	65.00	4/14/25	4/10/25	4
Kinetic	201.82	4/14/25	4/10/25	4
Lancaster Rural Water District	1,179.00	4/14/25	4/11/25	3
Payroll	3,489.49	4/14/25	4/8/25	6
<b>Total</b>	<b>\$ 5,737.19</b>			

Neb. Rev. Stat. § 17-614(1)(a) (Cum. Supp. 2024) sets out the proper method for the appropriation or payment of money by the Village, as follows:

*All ordinances and resolutions or orders for the appropriation or payment of money shall require for their passage or adoption the concurrence of a majority of all elected members of the city council in a city of the second class or village board of trustees.*

(Emphasis added.) Good internal control requires procedures to ensure that all claims are authorized by the Board prior to payment and are adequately documented in the minutes of the meeting during which they are approved.

Without such procedures, there is an increased risk for the loss or misuse of Village funds.

The APA identified a similar issue in a prior review and disclosed it to the Village in a letter dated January 29, 2025, which can be found on the APA’s website. However, this issue does not appear to have been corrected after the APA’s notification.

We recommend the Board implement procedures to ensure all claims are authorized by the Board prior to payment and are adequately documented in the minutes of the meeting during which they are approved.

**3. Negative Fund Balance**

On Exhibit A of the Village’s audit waiver request form, the APA noted that the Street fund had a deficit balance of \$251,099, as of September 30, 2025.

Good internal control and sound accounting practices require procedures to ensure that Village fund balances are sufficient to cover fully all disbursements and transfers approved by the Board. Those same procedures should ensure also that the Board is apprised regularly of each Village fund balance and, therefore, placed in a position to take necessary action to resolve any deficits therein.

Without such procedures, there is an increased risk of not only insufficient Village fund balances but also the resultant inability to cover fully all disbursements and transfers approved by the Board.

The APA identified a similar issue in a prior review and disclosed it to the Village in a letter dated January 29, 2025, which can be found on the APA’s website. However, this issue does not appear to have been corrected after the APA’s notification.

We recommend the Village Board implement procedures to ensure the Board is apprised regularly of each Village fund balance and, therefore, placed in a position to take necessary action to resolve any deficits therein.

**4. Payments in Excess of Approved Amount**

During our comparison of the Village’s bank account details to claims approved by the Board, the APA identified two checks in excess of the authorized amounts. The following table summarizes these overpayments:

Name	Claim Date	Approved Amount	Amount Paid	Overpayment
Farmers Coop	4/14/25	\$ 125.00	\$ 965.37	\$ 840.37
Kinetic	4/14/25	44.45	45.78	1.33
<b>Totals</b>		<b>\$ 169.45</b>	<b>\$ 1,011.15</b>	<b>\$ 841.70</b>

Good internal control requires procedures to ensure that all claims are made in the amounts approved by the Board.

Without such procedures, there is an increased risk for the loss or misuse of Village funds.

The APA identified a similar issue in a prior review and disclosed it to the Village in a letter dated January 29, 2025, which can be found on the APA’s website. However, this issue does not appear to have been corrected after the APA’s notification.

We recommend the Village implement procedures to ensure payments are made in the amounts approved by the Board.

**5. Lack of Adequate Documentation**

The Village lacked sufficient documentation, including an invoice, agreement, or itemized receipts for the following purchases:

Name/Vendor	Check Date	Amount	Check #
U-Stop	7/28/25	\$ 53.82	EFT
U-Stop	9/8/25	27.69	EFT
<b>Total</b>		<b>\$ 81.51</b>	

Good internal control requires procedures to ensure that proper documentation, such as an invoice, bill, or agreement, is maintained for all disbursement transactions. Without such procedures, there is an increased risk for the loss or misuse of Village funds.

We recommend the Village implement procedures to ensure that adequate, proper documentation, such as an invoice, bill, or agreement, is maintained for all disbursement transactions.

\* \* \* \* \*

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 Village's policies or procedures. Nevertheless, our objective is to use the knowledge gained during the performance of that preliminary planning work to offer comments and suggestions that we hope will prove useful to the Village.

This communication is intended solely for the information and use of the Village 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](mailto: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