



OFFICE OF THE STATE AUDITOR

E-Update

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**State Auditor
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1. Reminder: Cash Basis Cities and Towns 2018 Reporting Forms
2. Pension: Firefighter Fundraising Activities
3. Avoiding Pitfalls: Contractors' Performance and Payment Bonds

1. Reminder: Cash Basis Cities and Towns 2018 Reporting Forms

Cash Basis Cities and Towns should have completed and submitted their 2018 Annual Financial Reporting Form. Cash Basis Cities must also submit financial statements. The form and financial statements can be submitted through SAFES at:

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

2. Pension: Firefighter Fundraising Activities

In summer, many organizations hold fundraising events, like street dances or Booyas. We have noticed that there is sometimes confusion over whether the entity hosting an event is a fire department or the separate volunteer fire relief association. Sometimes there is uncertainty over which entity is the recipient of the funds being raised.

Fire departments and volunteer fire relief associations are separate and distinct, with different rules regarding fundraising and the acceptance of donations. For more information about fundraisers and donations, please see our Statement of Position on this topic on the OSA website, at:

<http://www.auditor.state.mn.us/default.aspx?page=20110527.002>

3. Avoiding Pitfalls: Contractors' Performance and Payment Bonds

When public entities enter into contracts greater than \$175,000, they must obtain a performance bond and a payment bond from the contractor. This requirement, with a few exceptions, applies to contracts for "the doing of any public work." To learn more about Contractors' Performance and Payment Bonds, please visit:

<https://www.auditor.state.mn.us/default.aspx?page=20090724.007>

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