

**BLOOMFIELD TOWNSHIP
LOGAN COUNTY, OHIO**

**FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2000 AND 1999**



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

35 North Fourth Street, 1st Floor
Columbus, Ohio 43215
Telephone 614-466-4514
800-282-0370
Facsimile 614-728-7398

Board of Trustees
Bloomfield Township
Logan County, Ohio
11477 County Road 58
DeGraff, Ohio 43318

We have reviewed the Independent Auditor's Report of the Bloomfield Township, Logan County, prepared by Van Kregel & Company, for the audit period January 1, 1999 to December 31, 2000. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. Bloomfield Township is responsible for compliance with these laws and regulations.

JIM PETRO
Auditor of State

July 20, 2001

This Page is Intentionally Left Blank.

BLOOMFIELD TOWNSHIP
LOGAN COUNTY, OHIO
YEARS ENDED DECEMBER 31, 2000 AND 1999

Table of Contents

Report of Independent Accountants	
Combined Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balances - All Governmental Fund Types For the Year Ended December 31, 2000	2
Combined Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balances - All Governmental Fund Types For the Year Ended December 31, 1999	3
Notes to the Financial Statements	4
Report of Independent Accountants on Compliance and on Internal Control Required by <i>Government Auditing Standards</i>	9

VAN KREVEL & COMPANY
Certified Public Accountants
P. O. Box 1432
Dublin, Ohio 43017-6432
614/761-3743

Report of Independent Accountants

Board of Trustees
Bloomfield Township
Logan County
11477 County Road 58
DeGraff, Ohio 43318

To the Board of Trustees:

We have audited the accompanying financial statements of Bloomfield Township, Logan County, Ohio, as of and for the years ended December 31, 2000 and 1999. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

As discussed in Note 1, the Township prepares its financial statements on the basis of accounting prescribed or permitted by the Auditor of State, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances and reserves for encumbrances of Bloomfield Township, Logan County, Ohio, as of December 31, 2000 and 1999, and its combined cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 5, 2001, on our consideration of the Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report when considering the results of our audits.

This report is intended solely for the information and use of management, the Board of Trustees and other officials authorized to receive this report under Section 117.26, Ohio Revised Code and is not intended to be and should not be used by anyone other than those specified parties.

/s/ VAN KREVEL & COMPANY
May 5, 2001

BLOOMFIELD TOWNSHIP
LOGAN COUNTY, OHIO

COMBINED STATEMENTS OF CASH RECEIPTS, CASH DISBURSEMENTS AND
CHANGES IN FUND CASH BALANCES-ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2000

	General <u>Fund</u>	Special <u>Revenue</u>	Total (Memo <u>Only</u>)
CASH RECEIPTS			
Taxes	\$ 15,817	\$ 0	\$ 15,817
Intergovernmental Receipts	20,482	55,768	76,250
Interest	7,582	6,590	14,172
Other Revenue	<u>1,199</u>	<u>0</u>	<u>1,199</u>
Total Cash Receipts	45,080	62,358	107,438
CASH DISBURSEMENTS			
General Government	14,194	0	14,194
Public Safety	4,208	0	4,208
Public Works	0	43,324	43,324
Health	2,637	0	2,637
Capital Outlay	<u>0</u>	<u>184</u>	<u>184</u>
Total Cash Disbursements	21,039	43,508	64,547
Total Receipts Over (Under) Disbursements	24,041	18,850	42,891
OTHER FINANCING RECEIPTS			
Other Sources	<u>56</u>	<u>0</u>	<u>56</u>
	56	0	56
Excess of Cash Receipts and Other Financing Receipts Over (Under) Cash Disbursements	24,097	18,850	42,947
Fund Cash Balances-January 1, 2000	<u>136,401</u>	<u>137,837</u>	<u>274,238</u>
Fund Cash Balances-December 31, 2000	<u>\$160,498</u>	<u>\$156,687</u>	<u>\$317,185</u>
Reserve for Encumbrances-December 31, 2000	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

The notes to the financial statements are an integral part of this statement.

BLOOMFIELD TOWNSHIP
LOGAN COUNTY, OHIO

COMBINED STATEMENTS OF CASH RECEIPTS, CASH DISBURSEMENTS AND
CHANGES IN FUND CASH BALANCES-ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1999

	General <u>Fund</u>	Special <u>Revenue</u>	Total (Memo <u>Only</u>)
CASH RECEIPTS			
Taxes	\$ 16,135	\$ 0	\$ 16,135
Licenses, Permits and Fees	400	0	400
Intergovernmental Receipts	30,970	57,666	88,636
Interest	7,923	5,962	13,885
Other Revenue	<u>790</u>	<u>0</u>	<u>790</u>
Total Cash Receipts	56,218	63,628	119,846
CASH DISBURSEMENTS			
General Government	15,465	0	15,465
Public Safety	4,750	0	4,750
Public Works	0	51,360	51,360
Health	2,479	0	2,479
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>
Total Cash Disbursements	22,694	51,360	74,054
Total Receipts Over (Under) Disbursements	33,524	12,268	45,792
OTHER FINANCING RECEIPTS			
Other Sources	<u>21</u>	<u>0</u>	<u>21</u>
	21	0	21
Excess of Cash Receipts and Other Financing Receipts Over (Under) Cash Disbursements	33,545	12,268	45,813
Fund Cash Balances-January 1, 1999	<u>102,856</u>	<u>125,569</u>	<u>228,425</u>
Fund Cash Balances-December 31, 1999	<u>\$136,401</u>	<u>\$137,837</u>	<u>\$247,238</u>
Reserve for Encumbrances-December 31, 1999	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

The notes to the financial statements are an integral part of this statement.

BLOOMFIELD TOWNSHIP
LOGAN COUNTY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2000 AND 1999

1. Summary of Significant Accounting Policies

A. Description of the Entity

Bloomfield Township, Logan County, Ohio is a body corporate and politic established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Township is directed by a publicly-elected three member Board of Trustees. The Township provides general governmental services, including road and bridge maintenance, cemetery maintenance, emergency medical services, fire protection and police services.

The Township contracts with Riverside Emergency Medical Services, Inc., Indian Lake Emergency Medical Services, Inc., and Jackson Center Rescue EMS to provide emergency medical services. Fire protection is contracted through the Village of Lakeview and the Maplewood Community Fire Co.

The Township's management believes these financial statements present all activities for which the Township is financially accountable.

B. Basis of Accounting

These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as prescribed or permitted by the Auditor of State.

C. Cash

Cash includes certificates of deposit with a maturity date of less than 2 years which are valued at cost.

D. Fund Accounting

The Township uses fund accounting to segregate cash and investments that are restricted as to use. The Township classifies its funds into the following types:

BLOOMFIELD TOWNSHIP
LOGAN COUNTY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2000 AND 1999

General Fund

The General Fund is the general operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds

These funds are used to account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The Township had the following significant Special Revenue Funds .

Motor Vehicle Tax Fund - This fund receives distributions of motor vehicle license tax to maintain and repair roads.

Gasoline Tax Fund - This fund receives gasoline tax money for constructing, maintaining and repairing Township streets.

E. Budgetary Process

The Ohio Revised Code requires that each fund be budgeted annually.

Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function or object level of control, and appropriations may not exceed estimated resources. The Township must annually approve appropriation measures and subsequent amendments. The County Budget Commission must also approve the annual appropriation measure. Unencumbered appropriations lapse at year end.

Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered cash as of January 1. The County Budget Commission must also approve estimated resources.

Encumbrances

The Ohio Revised Code requires the Township to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year end are carried over, and need not be reappropriated..

A summary of 2000 and 1999 budgetary activity appears in Note 3.

BLOOMFIELD TOWNSHIP
 LOGAN COUNTY, OHIO
 NOTES TO FINANCIAL STATEMENTS
 YEARS ENDED DECEMBER 31, 2000 AND 1999

F. Property, Plant and Equipment

Acquisitions of property, plant and equipment are recorded as disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

2. Equity in Pooled Cash

The Township maintains a cash pool used by all funds. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of cash at December 31 was as follows:

	<u>2000</u>	<u>1999</u>
Demand deposits	\$47,894	\$57,267
Certificates of deposit	<u>269,291</u>	<u>216,971</u>
Total deposits and investments	<u>\$317,185</u>	<u>\$274,238</u>

Deposits:

Deposits are either insured by the Federal Depository Insurance Corporation or collateralized by the financial institution's public entity deposit pool.

3. Budgetary Activity

Budgetary activity for the years ending December 31, 2000 and 1999 was as follows:

2000 Budgeted vs. Actual Receipts

<u>Fund Type</u>	<u>Budgeted Receipts</u>	<u>Actual Receipts</u>	<u>Variance</u>
General	\$37,468	\$45,136	\$7,668
Special Revenue	<u>64,100</u>	<u>62,358</u>	<u>(1,742)</u>
Total	<u>\$101,568</u>	<u>\$107,494</u>	<u>\$5,926</u>

BLOOMFIELD TOWNSHIP
 LOGAN COUNTY, OHIO
 NOTES TO FINANCIAL STATEMENTS
 YEARS ENDED DECEMBER 31, 2000 AND 1999

2000 Budgeted vs. Actual Budgetary Basis Expenditures

<u>Fund Type</u>	<u>Appropriation Authority</u>	<u>Budgetary Expenditures</u>	<u>Variance</u>
General	\$173,869	\$21,039	\$152,830
Special Revenue	<u>201,937</u>	<u>43,508</u>	<u>158,429</u>
Total	<u>\$375,806</u>	<u>\$64,547</u>	<u>\$311,259</u>

1999 Budgeted vs. Actual Receipts

<u>Fund Type</u>	<u>Budgeted Receipts</u>	<u>Actual Receipts</u>	<u>Variance</u>
General	\$29,910	\$56,239	\$26,329
Special Revenue	<u>58,500</u>	<u>63,628</u>	<u>5,128</u>
Total	<u>\$88,410</u>	<u>\$119,867</u>	<u>\$31,457</u>

1999 Budgeted vs. Actual Budgetary Basis Expenditures

<u>Fund Type</u>	<u>Appropriation Authority</u>	<u>Budgetary Expenditures</u>	<u>Variance</u>
General	\$132,766	\$22,694	\$110,072
Special Revenue	<u>184,069</u>	<u>51,360</u>	<u>132,709</u>
Total	<u>\$316,835</u>	<u>\$74,054</u>	<u>\$242,781</u>

BLOOMFIELD TOWNSHIP
LOGAN COUNTY, OHIO
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2000 AND 1999

4. Property Tax

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by the Board of Trustees. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. Homestead and rollback amounts are then paid by the State, and are reflected in the accompanying financial statements as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to make semiannual payment, the first half is due December 31. The second half payment is due the following June 20.

Public utilities are also taxed on personal and real property located within the Township .

Tangible personal property tax is assessed by the property owners, who must file a list of such property to the County by each April 30.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Township.

5. Retirement Systems

The Township's employees belong to the Public Employees Retirement System (PERS) of Ohio. PERS is a cost-sharing, multiple-employer plan. The plan provides retirement benefits, including post-retirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code.

Contribution rates are also prescribed by the Ohio Revised Code. For 2000 and 1999, PERS members contributed 8.5% of their gross salaries. The Township contributed an amount equal to 13.55% of participants' gross salaries during the period from January 1, 1999 through June 30, 2000. During the period from July 1, 2000 through December 31, 2000, there was a temporary reduction which lowered the employer rate to 8.13%. The Township has paid all contributions required through December 31, 2000.

6. Risk Management

The Township has obtained commercial insurance for the following risks:

- Comprehensive property and general liability
- Vehicles
- Errors and omissions

The Township also provides health insurance and dental and vision coverage to full-time employees through a private carrier.

VAN KREVEL & COMPANY
Certified Public Accountants
P. O. Box 1432
Dublin, Ohio 43017-6432
614/761-3743

Report of Independent Accountants on Compliance and on Internal Control
Required by Government Auditing Standards

Board of Trustees
Bloomfield Township
Logan County, Ohio
11477 County Road 58
DeGraff, Ohio 43318

To the Board of Trustees:

We have audited the accompanying financial statements of Bloomfield Township, Logan County, Ohio, as of and for the years ended December 31, 2000 and 1999, and have issued our report thereon dated May 5, 2001. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Township's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level of risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

Report of Independent Accountants on Compliance and on Internal Control
Required by *Government Auditing Standards*
Bloomfield Township-Logan County, Ohio
Page 2

This report is intended for the information of the audit committee, Board of Trustees, and management and is not intended to be and should not be used by anyone other than these specified parties.

/s/ VAN KREVEL & COMPANY

May 5, 2001



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

88 East Broad Street
P.O. Box 1140
Columbus, Ohio 43216-1140
Telephone 614-466-4514
800-282-0370
Facsimile 614-466-4490

BLOOMFIELD TOWNSHIP

LOGAN COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
AUGUST 2, 2001**