



**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 1999 - 1998



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

VILLAGE OF ST. LOUISVILLE
LICKING COUNTY

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REPORT OF INDEPENDENT ACCOUNTANTS

Village of St. Louisville
Licking County
1 School Street
St. Louisville, Ohio 43071-0149

To the Village Council:

We have audited the accompanying financial statements of the Village of St. Louisville, Licking County, Ohio, (the Village) as of and for the years ended December 31, 1999, and December 31, 1998. These financial statements are the responsibility of the Village'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 Village 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 the Village as of December 31, 1999, and December 31, 1998, 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 date April 26, 2000 on our consideration of the Village's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

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

JIM PETRO
Auditor of State

April 26, 2000

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

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

	<u>Governmental Fund Types</u>		Totals (Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	
Cash Receipts:			
Property Tax and Other Local Taxes	\$4,330	\$0	\$4,330
Intergovernmental Receipts	49,588	13,075	62,663
Fines, Licenses, and Permits	22,789	3,305	26,094
Miscellaneous	214	0	214
	<hr/>	<hr/>	<hr/>
Total Cash Receipts	76,921	16,380	93,301
Cash Disbursements:			
Current:			
Security of Persons and Property	22,978	0	22,978
Public Health Services	521	0	521
Leisure Time Activities	6,439	0	6,439
Community Environment	818	0	818
Transportation	0	13,873	13,873
General Government	30,996	414	31,410
Debt Service:			
Principal Payments	2,598	0	2,598
Interest Payments	219	0	219
	<hr/>	<hr/>	<hr/>
Total Cash Disbursements	64,569	14,287	78,856
Total Cash Receipts Over/(Under) Cash Disbursements	12,352	2,093	14,445
Fund Cash Balances, January 1, 1999	<hr/>	<hr/>	<hr/>
	14,250	14,644	28,894
Fund Cash Balances, December 31, 1999	<u>\$26,602</u>	<u>\$16,737</u>	<u>\$43,339</u>

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

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
PROPRIETARY FUNDS AND SIMILAR FIDUCIARY FUND
FOR THE YEAR ENDED DECEMBER 31, 1999**

	<u>Proprietary</u>	<u>Fiduciary</u>	<u>Totals</u> <u>(Memorandum</u> <u>Only)</u>
	<u>Enterprise</u>	<u>Agency</u>	
Operating Cash Receipts:			
Charges for Services	\$35,750	\$0	\$35,750
Operating Cash Disbursements:			
Personal Services	13,412	0	13,412
Fringe Benefits	68	0	68
Contractual Services	15,844	0	15,844
Supplies and Materials	5,320	0	5,320
Total Operating Cash Disbursements	34,644	0	34,644
Operating Income/(Loss)	1,106	0	1,106
Non-Operating Cash Receipts:			
Intergovernmental Receipts	548	0	548
Proceeds from Bonds	50,000	0	50,000
Other Non-Operating Receipts	0	31,904	31,904
Total Non-Operating Cash Receipts	50,548	31,904	82,452
Non-Operating Cash Disbursements:			
Debt Service:			
Prinicpal Payments	1,925	0	1,925
Interest Payments	1,030	0	1,030
Other Non-Operating Cash Disbursements	0	32,845	32,845
Total Non-Operating Cash Disbursements	2,955	32,845	35,800
Net Receipts Over/(Under) Disbursements	48,699	(941)	47,758
Fund Cash Balances, January 1, 1999	54,093	3,129	57,222
Fund Cash Balances, December 31, 1999	<u>\$102,792</u>	<u>\$2,188</u>	<u>\$104,980</u>
Reserve for Encumbrances, December 31, 1999	<u>\$22,870</u>	<u>\$0</u>	<u>\$22,870</u>

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

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1998**

	<u>Governmental Fund Types</u>			<u>Totals (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	<u>Debt Service</u>	
Cash Receipts:				
Property Tax and Other Local Taxes	\$4,333	\$0	\$0	\$4,333
Intergovernmental Receipts	44,720	12,321	0	57,041
Fines, Licenses, and Permits	19,179	2,555	0	21,734
Miscellaneous	2,426	0	0	2,426
	<u>70,658</u>	<u>14,876</u>	<u>0</u>	<u>85,534</u>
Total Cash Receipts				
Cash Disbursements:				
Current:				
Security of Persons and Property	24,593	0	0	24,593
Public Health Services	553	0	0	553
Leisure Time Activities	6,794	0	0	6,794
Community Environment	818	0	0	818
Transportation	0	10,730	0	10,730
General Government	34,759	2,772	0	37,531
Debt Service:				
Principal Payments	0	0	2,427	2,427
Interest Payments	0	0	390	390
	<u>67,517</u>	<u>13,502</u>	<u>2,817</u>	<u>83,836</u>
Total Cash Disbursements				
Total Cash Receipts Over/(Under) Cash Disbursements	<u>3,141</u>	<u>1,374</u>	<u>(2,817)</u>	<u>1,698</u>
Other Financing Receipts/(Disbursements):				
Transfers-In	0	0	2,817	2,817
Transfers-Out	(2,817)	0	0	(2,817)
	<u>(2,817)</u>	<u>0</u>	<u>2,817</u>	<u>0</u>
Total Other Financing Receipts/(Disbursements)				
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	324	1,374	0	1,698
Fund Cash Balances, January 1, 1998	<u>13,926</u>	<u>13,270</u>	<u>0</u>	<u>27,196</u>
Fund Cash Balances, December 31, 1998	<u><u>\$14,250</u></u>	<u><u>\$14,644</u></u>	<u><u>\$0</u></u>	<u><u>\$28,894</u></u>

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
PROPRIETARY FUNDS AND SIMILAR FIDUCIARY FUND
FOR THE YEAR ENDED DECEMBER 31, 1998**

	<u>Proprietary</u>	<u>Fiduciary</u>	<u>Totals</u> <u>(Memorandum</u> <u>Only)</u>
	<u>Enterprise</u>	<u>Agency</u>	
Operating Cash Receipts:			
Charges for Services	\$31,687	\$0	\$31,687
Operating Cash Disbursements:			
Personal Services	13,026	0	13,026
Fringe Benefits	62	0	62
Contractual Services	11,716	0	11,716
Supplies and Materials	5,378	0	5,378
Total Operating Cash Disbursements	30,182	0	30,182
Operating Income/(Loss)	1,505	0	1,505
Non-Operating Cash Receipts:			
Other Non-Operating Cash Receipts	0	26,561	26,561
Non-Operating Cash Disbursements:			
Other Non-Operating Cash Disbursements	0	26,369	26,369
Net Receipts Over/(Under) Disbursements	1,505	192	1,697
Fund Cash Balances, January 1, 1998	52,588	2,937	55,525
Fund Cash Balances, December 31, 1998	\$54,093	\$3,129	\$57,222

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

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Village of St. Louisville, Licking County, Ohio, (the Village) 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 Village is directed by a publicly-elected six-member Council. The Village provides general governmental services, including water utilities, street maintenance, and police services.

The Village's management believes these financial statements present all activities for which the Village 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. Fund Accounting

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

1. 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.

2. Special Revenue Fund

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 Village had the following significant Special Revenue Fund:

Street Construction, Maintenance and Repair Fund - This fund receives gasoline tax and motor vehicle tax money for constructing, maintaining and repairing Village streets.

3. Debt Service Fund

These funds are used to accumulate resources for the payment of bonds and note indebtedness. The Village is paying a bond for the purchase of a police cruiser.

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. FUND ACCOUNTING (Continued)

4. Enterprise Funds

These funds account for operations that are similar to private business enterprises where management intends that the significant costs of providing certain goods or services will be recovered through user charges. The Village had the following significant Enterprise Fund:

Water Fund - This fund receives charges for services from residents to cover the cost of providing this utility.

5. Fiduciary Funds (Agency Fund)

Funds for which the Village is acting in an agency capacity are classified as agency funds. The Village had the following significant Fiduciary Fund:

Mayor's Court Fund - This fund receives fines and fees levied for traffic violations as prescribed by village ordinance. The funds are distributed to various agencies as prescribed by the Ohio Revised Code.

D. Budgetary Process

The Ohio Revised Code requires that each fund (except certain agency funds) be budgeted annually.

1. 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 Council 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.

2. 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.

3. Encumbrances

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

A summary of 1999 and 1998 budgetary activity appears in Note 3.

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. 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 AND INVESTMENTS

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

	1999	1998
Demand deposits	\$ 148,319	\$86,116

Deposits: Deposits are either (1) insured by the Federal Depository Insurance Corporation, or (2) collateralized by the financial institution's public entity deposit pool.

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 1999 and December 31, 1998 follows:

1999 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$ 97,330	\$ 76,921	\$ (20,409)
Special Revenue	27,300	16,380	(10,920)
Enterprise	193,300	86,298	(107,002)
Total	\$ 317,930	\$ 179,599	\$ (138,331)

1999 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$ 109,980	\$ 64,569	\$ 45,411
Special Revenue	41,944	14,287	27,657
Enterprise	247,370	60,469	186,901
Total	\$ 399,294	\$ 139,325	\$ 259,969

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

3. BUDGETARY ACTIVITY (Continued)

1998 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$ 90,380	\$ 70,658	\$ (19,722)
Special Revenue	23,900	14,876	(9,024)
Debt Service	2,817	2,817	0
Enterprise	40,300	31,687	(8,613)
Total	\$ 157,397	\$ 120,038	\$ (37,359)

1998 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$ 105,207	\$ 70,334	\$ 34,873
Special Revenue	37,170	13,502	23,668
Debt Service	2,817	2,817	0
Enterprise	87,888	30,182	57,706
Total	\$ 233,082	\$ 116,835	\$ 116,247

4. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by Village Council. 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 Village.

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 Village.

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

5. DEBT

Debt outstanding at December 31, 1999 was as follows:

	Principal	Interest Rate
Police Cruiser Bond - Park National Bank	\$ 1,832	6.75%
Water System Improvement Bond - Park National Bank	48,075	6.25%
Total	\$ 49,907	

The Police Cruiser Bond with Park National Bank was used for the purchase of a police cruiser in 1996. The bond will be repaid in monthly installments of \$234.73, including interest, over 5 years.

The Water System Improvement Bond was issued to cover costs associated with the iron filter project for the Village's water system. The bond was issued on September 12, 1999 in the amount of \$50,000. The bond will be repaid in monthly installments of \$738.70, including interest, over 7 years.

Amortization of the above debt, including interest is scheduled as follows:

Year ending December 31:	Police Cruiser Bond	Water System Improvement Bond
2000	\$ 1,878	\$ 8,864
2001	0	8,864
2002	0	8,864
2003	0	8,864
2004	0	8,864
Subsequent	0	14,035
Total	\$ 1,878	\$ 58,355

6. RETIREMENT SYSTEMS

All employees belong to the Public Employees Retirement System (PERS) of Ohio. PERS is a cost-sharing, multiple-employer plan. This plan provides retirement benefits, including postretirement 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. PERS members contributed 8.5% of their gross salaries. The Village contributed an amount equal to 13.55% of participants' gross salaries. The Village has paid all contributions required through December 31, 1999.

**VILLAGE OF ST. LOUISVILLE
LICKING COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

7. RISK MANAGEMENT

The Village has obtained commercial insurance for the following risks:

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



**STATE OF OHIO
OFFICE OF THE AUDITOR**

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**REPORT OF INDEPENDENT ACCOUNTANTS ON COMPLIANCE AND ON INTERNAL CONTROL
REQUIRED BY GOVERNMENT AUDITING STANDARDS**

Village of St. Louisville
Licking County
1 School Street
St. Louisville, Ohio 43071-0149

To the Village Council:

We have audited the accompanying financial statements of the Village of St. Louisville, Licking County, Ohio (the Village), as of and for the years ended December 31, 1999 and December 31, 1998, and have issued our report thereon dated April 26, 2000. 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.

Compliance

As part of obtaining reasonable assurance about whether the Village'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 the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audits 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*. However, we noted certain immaterial instances of noncompliance that we have reported to management of the Village in a separate letter dated April 26, 2000.

Internal Control Over Financial Reporting

In planning and performing our audits, we considered Village'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 the 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. However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the Village in a separate letter dated April 26, 2000.

Village of St. Louisville
Licking County
Report of Independent Accountants on Compliance and on Internal Control
Required by *Government Auditing Standards*
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This report is intended for the information and use of management and Village Council, and is not intended to be and should not be used by anyone other than these specified parties.

JIM PETRO
Auditor of State

April 26, 2000