# FINANCIAL CONDITION PICKAWAY COUNTY

SINGLE AUDIT

FOR THE YEAR ENDED DECEMBER 31, 2000



Jim Petro Auditor of State

STATE OF OHIO

# PICKAWAY COUNTY DECEMBER 31, 2000

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STATE OF OHIO OFFICE OF THE AUDITOR

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# **REPORT OF INDEPENDENT ACCOUNTANTS**

Board of Commissioners Pickaway County 207 S. Court Street Circleville, Ohio 43113

We have audited the accompanying general purpose financial statements of Pickaway County, Ohio (the County) as of and for the year ended December 31, 2000, as listed in the table of contents. These general purpose financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit. We did not audit the financial statements of Brooks Yates Center Diversified Opportunities, Inc. (the Center). Those financial statements were audited by other auditors whose report thereon has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Center, is based on the report of other auditors.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 audit 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 audit and the report of the other auditors provide a reasonable basis for our opinion.

In our opinion, based on our audit and the report of the other auditors, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Pickaway County, Ohio, as of December 31, 2000, and the results of its operations and the cash flows of its proprietary fund type and its discretely presented component unit for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated August 15, 2001 on our consideration of the County'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 in considering the results of our audit.

Board of Commissioners Pickaway County Report of Independent Accountants Page 2

We performed our audit to form an opinion on the general purpose financial statements of the County, taken as a whole. The accompanying schedule of federal awards expenditures is presented for additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the general purpose financial statements. We subjected this information to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

JIM PETRO Auditor of State

August 15, 2001

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### PICKAWAY COUNTY, OHIO COMBINED BALANCE SHEET - ALL FUND TYPES, ACCOUNT GROUPS, AND DISCRETELY PRESENTED COMPONENT UNITS DECEMBER 31, 2000

		Proprietary Fund Type			
	General	Special <u>Revenue</u>	Debt <u>Service</u>	Capital <u>Projects</u>	Enterprise
Assets and Other Debits:					
Assets:					
Equity with County					
Treasurer (Notes 2, 5)	\$1,422,334	\$5,650,640	\$99,355	\$473,400	\$114,656
Cash and Cash Equivalents in					
Segregated Accounts (Notes 2, 5)		53,157			
Receivables - (net, where applicable of					
allowances for uncollectibles):					
Taxes	3,028,233	1,787,782		57,210	
Accounts		6,923			15,903
Accrued Interest	129,746				
Special Assessments				153,127	
Due from Other Funds (Note 16)	54,380	41,909			
Due from Other Governments	271,662	389,913			
Materials and Supplies Inventory (Note 2)	38,489	324,585			
Prepaid Items	54,335				
Interfund Receivable	77,223				
Fixed Assets (net, where applicable of					
accumulated depreciation) (Notes 2, 9)					98,628
Other Debits:					
Amount Available in Debt Service					
Fund For Retirement of General					
Obligation Debt					
Amount to be Provided for					
Retirement of General Long-Term					
Obligations					
Total Assets and Other Debits	\$5,076,402	\$8,254,909	\$99,355	\$683,737	\$229,187

Fiduciary <u>Fund Types</u>	Account G	roups	Totals Primary Gov't	Component	Units Brooks-Yates	Totals Reporting Entity
Trust	General	General	(Memorandum		Center	(Memorandum
and	Fixed	Long-Term	Only)		Diversified	Only)
Agency	Assets	Obligations	2000	Airport	Opportunities, Inc.	2000
\$3,019,937	\$0	\$0	\$10,780,322	\$0	\$0	\$10,780,322
383,128			436,285	56,164	81,717	574,166
31,475,620			36,348,845			36,348,845
			22,826		32,799	55,625
			129,746			129,746
			153,127			153,127
13			96,302			96,302
1,214,380			1,875,955			1,875,955
			363,074		5,226	368,300
			54,335			54,335
			77,223			77,223
	27,796,622		27,895,250		421,286	28,316,536
		99,355	99,355			99,355
		4,678,872	4,678,872			4,678,872
\$36,093,078	\$27,796,622	\$4,778,227	\$83,011,517	\$56,164	\$541,028	\$83,608,709

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### PICKAWAY COUNTY, OHIO COMBINED BALANCE SHEET-ALL FUND TYPES, ACCOUNT GROUPS, AND DISCRETELY PRESENTED COMPONENT UNITS DECEMBER 31, 2000

		Proprietary Fund Type			
	General	Special <u>Revenue</u>	Debt <u>Service</u>	Capital <u>Projects</u>	Enterprise
Liabilities, Fund Equity					
and Other Credits:					
Liabilities:					
Accounts Payable	\$97,109	\$336,771	\$0	\$0	\$5,752
Contracts Payable				5,713	
Accrued Wages and Benefits	256,218	368,979			
Compensated Absences (Note 2)	45,264	73,607			
Due to Other Funds (Note 16)		21,382			
Due to Other Governments	17,997	75,302			
Deferred Revenue	2,559,976	1,787,782		153,127	
Interfund Payable		15,875		51,348	10,000
Undistributed Monies					
Deposits Held and Due to Others					
Accrued Interest Payable		5,798			3,034
Notes Payable (Note 14)		277,745			63,776
Capital Leases Payable (Note 15)					
MR/DD Notes Payable (Note 13)					
Voting Machine Notes Payable (Note 13)					
Energy Conservation Notes Payable (Note 13)					
Jail Window Replacement Notes Payable (Note 13)					
General Obligation Bonds (Note 13)					
Total Liabilities	\$2,976,564	\$2,963,241	\$0	\$210,188	\$82,562
Fund Equity and Other Credits					
Investment in General Fixed Assets					
Contributed Capital (Note 2)					245,901
Retained Earnings:					
Unreserved					(99,276)
Fund Balances (Deficit):					
Reserved for Encumbrances		12,550			
Reserved for Inventory	38,489	324,585			
Reserved for Unclaimed Monies	52,000				
Reserved for Debt Service			99,355		
Undesignated	2,009,349	4,954,533		473,549	
e naes graced	2,000,010	1,00 1,000			
Total Fund Equity and					
Other Credit	2,099,838	5,291,668	99,355	473,549	146,625
Total Liabilities, Fund Equity					
and Other Credits	\$5,076,402	\$8,254,909	\$99,355	\$683,737	\$229,187

Tota Reportin		Component U	Totals			Fiduciary
Ent	Brooks-Yates		Primary Gov't	<u>.</u>	Account Gr	Fund Types
(Memorandu	Center		(Memorandum	General	General	Trust
On	Diversified		Only)	Long-Term	Fixed	and
20	Opportunities, Inc.	Airport	2000	<u>Obligations</u>	Assets	<u>Agency</u>
\$483,91	\$8,496	\$0	\$475,416	\$0	\$0	\$35,784
5,71			5,713			
672,84	5,777		667,067			41,870
1,065,84			1,065,845	946,974		
96,30			96,302			74,920
35,722,89			35,722,893			35,629,594
4,500,88			4,500,885			
77,22			77,223			
250,16			250,162			250,162
58,38			58,385			58,385
8,83			8,832			
587,52	246,000		341,521			
146,56			146,565	146,565		
641,91			641,919	641,919		
234,75			234,750	234,750		
435,00			435,000	435,000		
145,26			145,263	145,263		
2,291,15	63,396		2,227,756	2,227,756		
\$47,425,16	\$323,669	\$0	\$47,101,497	\$4,778,227	\$0	\$36,090,715
27,796,62			27,796,622		27,796,622	
260,13	14,236		245,901			
(99,27			(99,276)			
12,55			12,550			
363,07			363,074			
52,00			52,000			
99,35			99,355			
7,699,08	203,123	56,164	7,439,794			2,363
36,183,54	217,359	56,164	35,910,020	0	27,796,622	2,363
		<u> </u>	<u> </u>		<u>.</u>	
\$83,608,70	\$541,028	\$56,164	\$83,011,517	\$4,778,227	\$27,796,622	\$36,093,078

### PICKAWAY COUNTY, OHIO COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES ALL GOVERNMENTAL FUND TYPES, EXPENDABLE TRUST FUNDS AND DISCRETELY PRESENTED COMPONENT UNIT FOR THE YEAR ENDED DECEMBER 31, 2000

		Governmental	Fund Types		Fiduciary Fund Type		
	<u>General</u>	Special <u>Revenue</u>	Debt Service	Capital <u>Projects</u>	Expendable	Component Unit <u>Airport</u>	Totals (Memoran- <u>dum Only)</u>
Revenues:							
Taxes	\$5,391,279	\$2,021,184	\$0	\$368,952	\$0	\$0	\$7,781,415
Charges for Services	1,534,074	633,496					2,167,570
Licenses and Permits	10,848						10,848
Fines and Forfeitures	93,993	43,048					137,041
Intergovernmental	1,450,856	11,665,394				223,885	13,340,135
Special Assessments		2,338	686	13,937			16,961
Investment Income	907,164					374	907,538
All Other Revenues	372,400	503,016	11,304	93,858		23,523	1,004,101
Total Revenues	9,760,614	14,868,476	11,990	476,747	0	247,782	25,365,609
Expenditures:							
Current:							
General Government:							
Legislative and Executive	2,899,421	164,357				16,169	3,079,947
Judicial	1,064,998	398,950					1,463,948
Public Safety	3,783,330	450,742					4,234,072
Public Works	115,318	3,178,749					3,294,067
Health	79,008	3,241,611					3,320,619
Human Services	619,934	6,348,389					6,968,323
Economic Development		495,233					495,233
Conservation and Recreation	315,483	5,251					320,734
Miscellaneous	20,686				50		20,736
Capital Outlay	376,651	246,000		1,102,522		219,369	1,944,542
Debt Service:							
Principal Retirement	78,618	25,079	1,018,203	19,312			1,141,212
Interest and Fiscal Charges	923	12,938	253,214	243			267,318
Total Expenditures	9,354,370	14,567,299	1,271,417	1,122,077	50	235,538	26,550,751
Excess of Revenues Over							
(Under) Expenditures	\$406,244	\$301,177	(\$1,259,427)	(\$645,330)	(\$50)	\$12,244	(\$1,185,142)

#### PICKAWAY COUNTY, OHIO COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES ALL GOVERNMENTAL FUND TYPES, EXPENDABLE TRUST FUNDS AND DISCRETELY PRESENTED COMPONENT UNIT FOR THE YEAR ENDED DECEMBER 31, 2000

		Governmental l	Fund Types		Fiduciary Fund Type		
						Component	Totals
		Special	Debt	Capital	Expendable	Unit	(Memoran-
	General	Revenue	Service	Projects	<u>Trust</u>	<u>Airport</u>	dum Only)
Other Financing Sources (Uses):							
Proceeds from Sale of Assets	31,181	21,819					53,000
Proceeds from Sale of Debt				650,000			650,000
Inception of Capital Lease	182,635			44,500			227,135
Operating Transfers - In	8,448	898,875	1,246,396	274,624			2,428,343
Operating Transfers - Out	(523,663)	(1,816,254)	(775)	(87,651)			(2,428,343)
Total Other Financing Sources (Uses)	(301,399)	(895,560)	1,245,621	881,473	0	0	930,135
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and	101.045	(504.000)	(12,00.0)	226142	(70)	10.044	
Other Uses	104,845	(594,383)	(13,806)	236,143	(50)	12,244	(255,007)
Fund Balances at Beginning of Year	1,980,467	5,869,710	113,161	237,406	2,413	43,920	8,247,077
Increase in Fund Inventory	14,526	16,341					30,867
Fund Balances at End of Year	\$2,099,838	\$5,291,668	\$99,355	\$473,549	\$2,363	\$56,164	\$8,022,937

### PICKAWAY COUNTY, OHIO COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS - BUDGET BASIS (NOTE 2) FOR THE YEAR ENDED DECEMBER 31, 2000

	General Fund			Special Revenue Funds			
-			Variance			Variance	
	Revised		Favorable	Revised		Favorable	
	Budget_	Actual	(Unfavorable)	Budget	Actual	(Unfavorable)	
Revenues:							
Taxes	\$5,332,347	\$5,325,398	(\$6,949)	\$2,029,855	\$2,021,184	(\$8,671)	
Charges for Services	1,550,887	1,540,025	(10,862)	594,875	586,923	(7,952)	
Licenses and Permits	10,862	10,848	(14)			0	
Fines and Forfeitures	95,189	95,065	(124)	44,909	43,562	(1,347)	
Intergovernmental	1,243,591	1,241,989	(1,602)	12,322,449	11,742,857	(579,592)	
Special Assessments			0	15,026	12,872	(2,154)	
Investment Income	762,596	750,751	(11,845)			0	
All Other Revenues	429,693	373,364	(56,329)	510,660	436,416	(74,244)	
Total Revenues	9,425,165	9,337,440	(87,725)	15,517,774	14,843,814	(673,960)	
Expenditures:							
Current:							
General Government:							
Legislative and Executive	3,260,384	2,870,443	389,941	304,085	190,191	113,894	
Judicial	1,247,595	1,128,366	119,229	469,606	391,334	78,272	
Public Safety	4,120,929	3,779,185	341,744	454,805	288,218	166,587	
Public Works	114,088	113,070	1,018	4,455,278	3,314,449	1,140,829	
Health	99,982	78,302	21,680	3,591,386	3,261,160	330,226	
Human Services	683,639	655,497	28,142	7,015,449	6,230,009	785,440	
Economic Development							
and Assistance			0	619,362	484,679	134,683	
Conservation and Recreation	326,020	315,483	10,537	96,080	5,251	90,829	
Miscellaneous	180,992	20,896	160,096			0	
Capital Outlay	269,568	258,853	10,715			0	
Debt Service:							
Principal Retirement			0			0	
Interest and Fiscal Charges			0			0	
Total Expenditures	10,303,197	9,220,095	1,083,102	17,006,051	14,165,291	2,840,760	
Excess of Revenues Over							
(Under) Expenditures	(878,032)	117,345	995,377	(1,488,277)	678,523	2,166,800	

### PICKAWAY COUNTY, OHIO COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS - BUDGET BASIS (NOTE 2) FOR THE YEAR ENDED DECEMBER 31, 2000

	General Fund			Special Revenue Funds			
	Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)	
Other Financing Sources (Uses):							
Proceeds from Sale of Assets		31,181	31,181	21,819	21,819	0	
Advances - In		17,873	17,873		6,242	6,242	
Advances -Out		(17,873)	(17,873)		(6,242)	(6,242)	
Operating Transfers - In	8,711	8,448	(263)	1,503,143	898,100	(605,043)	
Operating Transfer - Out	(618,317)	(523,663)	94,654	(2,001,377)	(1,816,254)	185,123	
Total Other Financing							
Sources (Uses)	(609,606)	(484,034)	125,572	(476,415)	(896,335)	(419,920)	
Excess of Revenues and							
Other Financing Sources							
Over (Under) Expenditures							
and Other Uses	(1,487,638)	(366,689)	1,120,949	(1,964,692)	(217,812)	1,746,880	
Fund Balances at Beginning							
of Year	1,703,959	1,703,959	0	5,789,553	5,789,553	0	
of feat	1,703,939	1,705,959	0	5,169,555	5,769,555	0	
Appropriated Prior							
Year Encumbrances	37,154	37,154	0	5,504	5,504	0	
Fund Balances (Deficits) at							
End of Year	\$253,475	\$1,374,424	\$1,120,949	\$3,830,365	\$5,577,245	\$1,746,880	
						(Continued)	

### PICKAWAY COUNTY, OHIO COMBINED STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS - BUDGET BASIS (NOTE 2) FOR THE YEAR ENDED DECEMBER 31, 2000

	D	ebt Service Funds		Capital Project Funds			
			Variance		· · · · ·	Variance	
	Revised		Favorable	Revised		Favorable	
	Budget	Actual	(Unfavorable)	Budget_	Actual	(Unfavorable)	
Revenues:							
Taxes	\$0	\$0	\$0	\$423,995	\$423,995	\$0	
Charges for Services			0			0	
Licenses and Permits			0			0	
Fines and Forfeitures			0			0	
Intergovernmental			0	100,000		(100,000)	
Special Assessments	724	686	(38)	13,937	13,937	0	
Investment Income			0			0	
All Other Revenues	13,000	11,304	(1,696)	94,626	93,858	(768)	
Total Revenues	13,724	11,990	(1,734)	632,558	531,790	(100,768)	
Expenditures:							
Current:							
General Government:							
Legislative and Executive			0			0	
Judicial			0			0	
Public Safety			0			0	
Public Works			0			0	
Health			0			0	
Human Services			0			0	
Economic Development							
and Assistance			0			0	
Conservation and Recreation			0			0	
Miscellaneous			0			0	
Capital Outlay			0	925,731	424,467	501,264	
Debt Service:							
Principal Retirement	1,046,761	1,018,934	27,827			0	
Interest and Fiscal Charges	254,920	253,258	1,662			0	
Total Expenditures	1,301,681	1,272,192	29,489	925,731	424,467	501,264	
Excess of Revenues Over							
(Under) Expenditures	(1,287,957)	(1,260,202)	27,755	(293,173)	107,323	400,496	

### PICKAWAY COUNTY, OHIO COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS - BUDGET BASIS (NOTE 2) FOR THE YEAR ENDED DECEMBER 31, 2000

		Debt Service Funds	3	Capital Projects Funds			
	Revised		Variance Favorable	Revised		Variance Favorable	
	Budget_	Actual	(Unfavorable)	Budget	Actual	(Unfavorable)	
Other Financing Sources (Uses):							
Proceeds from Sale of Assets			0			0	
Advances - In			0			0	
Advances -Out			0			0	
Operating Transfers - In	1,323,219	1,246,396	(76,823)	274,624	274,624	0	
Operating Transfer - Out			0	(110,927)	(87,651)	23,276	
Total Other Financing							
Sources (Uses)	1,323,219	1,246,396	(76,823)	163,697	186,973	23,276	
Excess of Revenues and							
Other Financing Sources							
Over (Under) Expenditures							
and Other Uses	35,262	(13,806)	(49,068)	(129,476)	294,296	423,772	
Fund Balances at Beginning							
of Year	113,156	113,156	0	179,105	179,105	0	
Appropriated Prior							
Year Encumbrances			0			0	
rea Elecunioralices			0			0	
Fund Balances (Deficits) at							
End of Year	\$148,418	\$99,350	(\$49,068)	\$49,629	\$473,401	\$423,772	
						(Continued)	

### PICKAWAY COUNTY, OHIO COMBINED STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS - BUDGET BASIS (NOTE 2) FOR THE YEAR ENDED DECEMBER 31, 2000

	Expendable Trust Funds			Totals-Memorandum Only			
	^		Variance			Variance	
	Revised		Favorable	Revised		Favorable	
	Budget_	_Actual_	(Unfavorable)	Budget_	Actual	(Unfavorable)	
Revenues:							
Taxes	\$0	\$0	\$0	\$7,786,197	\$7,770,577	(\$15,620)	
Charges for Services			0	2,145,762	2,126,948	(18,814)	
Licenses and Permits			0	10,862	10,848	(14)	
Fines and Forfeitures			0	140,098	138,627	(1,471)	
Intergovernmental			0	13,666,040	12,984,846	(681,194)	
Special Assessments			0	29,687	27,495	(2,192)	
Investment Income			0	762,596	750,751	(11,845)	
All Other Revenues			0	1,047,979	914,942	(133,037)	
Total Revenues	0	0	0	25,589,221	24,725,034	(864,187)	
Expenditures:							
Current:							
General Government:							
Legislative and Executive			0	3,564,469	3,060,634	503,835	
Judicial			0	1,717,201	1,519,700	197,501	
Public Safety			0	4,575,734	4,067,403	508,331	
Public Works			0	4,569,366	3,427,519	1,141,847	
Health			0	3,691,368	3,339,462	351,906	
Human Services			0	7,699,088	6,885,506	813,582	
Economic Development							
and Assistance			0	619,362	484,679	134,683	
Conservation and Recreation			0	422,100	320,734	101,366	
Miscellaneous	2,413	50	(2,363)	183,405	20,946	162,459	
Capital Outlay			0	1,195,299	683,320	511,979	
Debt Service:							
Principal Retirement			0	1,046,761	1,018,934	27,827	
Interest and Fiscal Charges			0	254,920	253,258	1,662	
Total Expenditures	2,413	50	(2,363)	29,539,073	25,082,095	4,456,978	
Excess of Revenues Over							
(Under) Expenditures	(\$2,413)	(\$50)	\$2,363	(\$3,949,852)	(\$357,061)	\$3,592,791	

### PICKAWAY COUNTY, OHIO COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS - BUDGET BASIS (NOTE 2) FOR THE YEAR ENDED DECEMBER 31, 2000

	Expendable Trust			Totals-Memorandum Only		
	Revised		Variance Favorable	Revised		Variance Favorable
	Budget	Actual	(Unfavorable)	Budget	Actual	(Unfavorable)
Other Financing Sources (Uses):						
Proceeds from Sale of Assets			0	21,819	53,000	31,181
Advances - In			0	0	24,115	24,115
Advances -Out			0	0	(24,115)	(24,115)
Operating Transfers - In			0	3,109,697	2,427,568	(682,129)
Operating Transfer - Out			0	(2,730,621)	(2,427,568)	303,053
Total Other Financing						
Sources (Uses)	0	0	0	400,895	53,000	(347,895)
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Uses	(2,413)	(50)	2,363	(3,548,957)	(304,061)	3,244,896
Fund Balances at Beginning of Year	2,413	2,413	0	7,788,186	7,788,186	0
Appropriated Prior Year Encumbrances			0	42,658	42,658	0
Fund Balances (Deficits) at End of Year	\$0	\$2,363	\$2,363	\$4,281,887	\$7,526,783	\$3,244,896

### PICKAWAY COUNTY, OHIO STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY/FUND BALANCES PROPRIETARY FUND TYPE AND DISCRETELY PRESENTED COMPONENT UNIT FOR THE YEAR ENDED DECEMBER 31, 2000

	Primary	Component	
	Government	Unit	Totals
		Brooks-Yates	(Memorandum
		Center	Only)
		Diversified	Reporting
	<u>Enterprise</u>	Opportunities, Inc.	Entity
Operating Revenues:	<b>*</b> ***	<b>**</b> • <b>*</b> • • •	<b>6449</b>
Charges for Services	\$118,095	\$345,068	\$463,163
Other Operating Revenues	11,262	26,840	38,102
Contributed Services from County		94,930	94,930
Total Operating Revenues	129,357	466,838	596,195
Operating Expenses:			
Personal Services		232,330	232,330
Donated Services		94,930	94,930
Contractual Services	68,794	134,837	203,631
Materials and Supplies	5,547	99,658	105,205
Repairs and Maintenance		5,357	5,357
Grants		9,638	9,638
Fundraising		6,660	6,660
Other	824	11,897	12,721
Depreciation	9,406	16,457	25,863
Total Operating Expenses	84,571	611,764	696,335
Operating Income (Loss)	44,786	(144,926)	(100,140)
Nonoperating Revenues (Expenses):			
Intergovernmental Revenue		180,153	180,153
Donations and Fundraising		41,542	41,542
Investment Income		1,412	1,412
Interest and Fiscal Charges	(3,699)	(7,986)	(11,685)
Total Nonoperating Revenues (Expenses)	(3,699)	215,121	211,422
Net Income (Loss)	41,087	70,195	111,282
Retained Earnings/Fund Balances			
at Beginning of the Year (As Restated)	(140,363)	132,928	(7,435)
Retained Earnings/Fund Balances			
at End of Year	(99,276)	203,123	103,847
Contributed Capital at Beginning of Year	241,901	14,236	256,137
Tap-in Fees	4,000		4,000
Contributed Capital at End of Year	245,901	14,236	260,137
Total Fund Equity/Fund Balances			
at End of Year	\$146,625	\$217,359	\$363,984

#### PICKAWAY COUNTY, OHIO STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY - BUDGET AND ACTUAL PROPRIETARY FUND TYPE - BUDGET BASIS (NOTE 2) FOR THE YEAR ENDED DECEMBER 31, 2000

		Enterprise Fund	
	Revised <u>Budget</u>	Actual	Variance Favorable <u>(Unfavorable)</u>
Revenues:			
Charges for Services	\$126,683	\$118,492	(\$8,191)
Other	12,041	11,262	(779)
Proceeds of Notes		63,765	63,765
Tap-in Fees	4,277	4,000	(277)
Total Revenues	143,001	197,519	54,518
Expenses:			
Contractual Services	101,497	67,770	33,727
Materials and Supplies	17,229	5,547	11,682
Other	20,274	824	19,450
Debt Service:			
Principal Retirement	6,207	65,972	(59,765)
Interest and Fiscal Charges	3,793	3,793	0
Total Expenses	149,000	143,906	5,094
Excess of Revenues Over			
(Under) Expenses	(5,999)	53,613	59,612
Fund Equity at Beginning of Year	61,043	61,043	0
Fund Equity at End of Year	\$55,044	\$114,656	\$59,612

### PICKAWAY COUNTY, OHIO STATEMENT OF CASH FLOWS PROPRIETARY FUND TYPE AND DISCRETELY PRESENTED COMPONENT UNIT FOR THE YEAR ENDED DECEMBER 31, 2000

	Primary Government Enterprise	Component Unit Brooks-Yates Center Diversified Opportunities, Inc.	Totals (Memorandum Only) Reporting <u>Entity</u>
Cash Flows from Operating Activities: Cash Received from Customers	\$118,492	\$365,483	\$483,975
Other Cash Receipts	11,262	26,840	38,102
Cash Payments to Suppliers for	11,202	20,010	50,102
Goods and Services	(73,317)	(263,146)	(336,463)
Cash Payments for Employee			
Services and Benefits		(229,334)	(229,334)
Cash Payments for Other Operating			
Expenses	(824)	(11,897)	(12,721)
Net Cash Provided by (Used for)			
Operating Activities	55,613	(112,054)	(56,441)
Cash Flows from Noncapital			
Financing Activities:			
Intergovernmental Revenue		180,153	180,153
Donations and Fundraising		41,542	41,542
Net Cash Used for Noncapital			
Financing Activities	0	221,695	221,695
Cash Flows from Capital and			
Related Financing Activities: Property & Equipment		(301,201)	(301,201)
Tap-in Fees	4,000	(501,201)	4,000
Proceeds from the Sale of Notes	63,765	246,000	309,765
Note Principal Payments	(65,972)		(65,972)
Debt Principal Payments		(13,514)	(13,514)
Debt Interest Payments	(3,793)	(7,986)	(11,779)
Net Cash Used for Capital and			<u></u>
Related Financing Activities	(2,000)	(76,701)	(78,701)
Cash Flows from Investing Activities:		1.412	1 412
Interest on Investments		1,412	1,412
Net Increase (Decrease) in Cash			
and Cash Equivalents	53,613	34,352	87,965
and Cash Equivalents	55,015	54,552	07,905
Cash and Cash Equivalents at			
Beginning of Year	61,043	47,365	108,408
Cash and Cash Equivalents at			
End of Year	\$114,656	\$81,717	\$196,373
			(Continued)

### PICKAWAY COUNTY, OHIO STATEMENT OF CASH FLOWS PROPRIETARY FUND TYPE AND DISCRETELY PRESENTED COMPONENT UNIT FOR THE YEAR ENDED DECEMBER 31, 2000

(Continued)

	Primary Government	Component Unit Brooks-Yates Center Diversified	Totals (Memorandum Only) Reporting
	Enterprise	Opportunities, Inc.	Entity
Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:			
Operating Income (Loss)	\$44,786	(\$144,926)	(\$100,140)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:	0.406	16 457	25.962
Depreciation	9,406	16,457	25,863
Changes in Assets and Liabilities: (Increase)/Decrease in Accounts			
Receivable	397	20,415	20,812
Decrease in Inventory		11,156	11,156
Increase/(Decrease) in Accounts Payable Increase in Accrued Wages	1,024	(18,152)	(17,128)
and Benefits		2,996	2,996
Total Adjustments	10,827	32,872	43,699
Net Cash Provided by (Used for)			
Operating Activities	\$55,613	(\$112,054)	(\$56,441)

Summary of Significant Non-cash Transactions:

Contributed Services from the Pickaway County Board of MRDD to the Workshop amounted to \$94,930 during 2000.

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### NOTE 1 - REPORTING ENTITY AND BASIS OF PRESENTATION

Pickaway County, Ohio (The County), was created in 1810. The County is governed by a board of three Commissioners elected by the voters of the County. Other officials elected by the voters of the County that manage various segments of the County's operations are the County Auditor, County Treasurer, Recorder, Clerk of Courts, Coroner, Engineer, Prosecuting Attorney, Sheriff and a Common Pleas Court Judge. Although the elected officials manage the internal operations of their respective departments, the County Commissioners authorize expenditures as well as serve as the budget and taxing authority, contracting body and the chief administrators of public services for the entire County.

**<u>Reporting Entity</u>**: The reporting entity is comprised of the primary government, component units and other organizations that are included to ensure that the financial statements of the County are not misleading. The primary government consists of all funds, departments, boards and agencies that are not legally separate from the County. For Pickaway County, this includes the Pickaway County Board of Mental Retardation and Development Disabilities, Pickaway County Children Services Board, Pickaway County Child Support Enforcement Agency, and departments and activities that are directly operated by the elected County officials.

Component units are legally separate organizations for which the County is financially accountable. The County is financially accountable for an organization if the County appoints a voting majority of the organization's governing board and (1) the County is able to significantly influence the programs or services performed or provided by the organization; or (2) the County is legally entitled to or can otherwise access the organization's resources; the County is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the County is obligated for the debt of the organization. Component units may also include organizations for which the County approves the budget, the issuance of debt or levying of taxes.

**Discretely Presented Components Units:** The component unit columns in the general purpose financial statements identify the financial data of the County's component units, Brooks Yates Center Diversified Opportunities, Inc. and Pickaway County Airport Authority. They are reported separately to emphasize that they are legally separate from the County.

Brooks Yates Center Diversified Opportunities, Inc. - Brooks-Yates Center Diversified Opportunities, Inc. is the new name for the restructured non-profit organization formally known as Pickaway Diversified Industries, Inc. The purpose of the Organization is to provide resources, supports and opportunities to individuals with mental retardation and developmental disabilities of Pickaway County through the provision of services, ownership and management of properties, purchase of supplies or equipment, receipt and disbursement of funds by fees, reimbursement or donations and any other method as deemed appropriate. An eleven-member board of trustees governs the organization with five members being from Brooks-Yates Center MRDD Board, three members from the former Pickaway Residential Association, Inc., and three members from the former Pickaway Diversified Industries, Inc. The existing board will make any new appointments. The only restriction on board appointments is that there can never be a majority of board members being from Brooks-Yates Center MRDD Board. The superintendent of the Brooks-Yates Center MRDD Board serves as a nonvoting ex-officio member and two members of the MRDD Board also serve as non-voting ex-officio members. All of Brooks-Yates Center Diversified Opportunities, Inc.'s activities are included in the financial statements which are presented as a component unit of Pickaway County. Brooks Yates Center Diversified Opportunities, Inc. operates on a fiscal year ending December 31. Separately issued financial statements can be obtained from Brooks Yates Center Diversified Opportunities, Inc., located at 548 State Route 22 East, Circleville, Ohio 43113.

### **NOTE 1 - REPORTING ENTITY AND BASIS OF PRESENTATION** (Continued)

<u>Pickaway County Airport Authority</u> - Pickaway County Airport Authority operates on a fiscal year ending December 31. The five member Board is appointed by the County Commissioners. The Commissioners also review the budget and have the authority to impose its will on the Airport Authority. All the airport's land and fixed assets belong to the County. Pickaway County also provides utilities and insurance for the Authority. During 2000, the County made \$60,200 in financial contributions either to or on behalf of the Authority. Financial information can be obtained from Pickaway County Airport Authority at 28181 McCrady Road.

The County is associated with certain organizations that are defined as Jointly Governed Organizations or Related Organizations. These organizations are presented in Notes 18 and 19 to the General Purpose Financial Statements. These organizations are:

- · Berger Hospital
- Paint Valley Mental Health Alcohol and Drug Addiction Board of Pike, Fayette, Highland, Pickaway, and Ross Counties
- · Ross, Pickaway, Highland, Fayette Joint Solid Waste Management District
- South Central Regional Detention Center
- · CORSA
- Pickaway County Library

As the custodian of public funds, the County Treasurer invests all public monies held on deposit in the County treasury. In the case of the districts listed below, the County serves as fiscal agent, but the districts are not fiscally dependent on the County. Accordingly, the activity of the following districts is presented as agency funds within the County's financial statements.

- Soil and Water Conservation District
- Pickaway County Health District

**Basis of Presentation - Fund Accounting:** The County uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain County functions or activities.

A fund is defined as a fiscal and accounting entity with a self balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes herein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources. For financial statement presentation purposes, the various funds of the County are grouped into the following generic fund types under the broad fund categories governmental, proprietary and fiduciary.

<u>Governmental Fund Types</u>: Governmental funds are those through which most governmental functions of the County are financed. The acquisition, use and balances of the County's expendable financial resources and the related current liabilities (except those accounted for in enterprise funds) are accounted for through governmental funds. The following are the County's governmental fund types:

<u>General Fund</u> This fund is used to account for all financial resources of the County except those required to be accounted for in another fund. The general fund balance is available to the County for any purpose provided it is expended or transferred according to the general laws of Ohio.

### **NOTE 1 - REPORTING ENTITY AND BASIS OF PRESENTATION** (Continued)

<u>Special Revenue Funds</u> These funds are used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.

<u>Debt Service Funds</u> These funds are used to account for the accumulation of financial resources for, and the payment of, general long-term debt principal, interest and related costs and special assessment long-term debt principal, interest and related costs.

<u>Capital Projects Funds</u> These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by enterprise funds).

**<u>Proprietary Fund Type</u>**: The proprietary funds are used to account for the County's ongoing activities which are similar to those found in the private sector. The following is the proprietary fund type utilized by the County:

<u>Enterprise Funds</u>. These funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that costs (expenses, including depreciation) of providing services to the general public on a continuing basis be financed or recovered primarily through user charges or where it has been decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

*Fiduciary Fund Type:* Fiduciary funds are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. The following are the County's fiduciary fund types:

*Expendable Trusts* These funds are accounted for in essentially the same manner as governmental funds.

<u>Agency Funds</u> These funds are purely custodial (assets equal liabilities) and thus do not involve measurement of results of operations.

<u>Account Groups</u>: To make a clear distinction between fixed assets related to specific funds and those of general government, and between long-term liabilities related to specific funds and those of a general nature, the following account groups are used:

<u>General Fixed Assets Account Group</u>. The General Fixed Assets Account Group is used to account for all fixed assets of the County, other than those fixed assets accounted for in the enterprise funds.

<u>General Long-Term Obligations Account Group</u>. The General Long-Term Obligations Account Group is used to account for all long-term debt of the County, except that accounted for in the enterprise funds.

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies followed in the preparation of these financial statements are summarized below. These policies conform to generally accepted accounting principles for local governmental units as prescribed in the statements issued by the Governmental Accounting Standards Board and other recognized authoritative sources. Additional information on the County's discretely presented component units can be found in Note 17 to the general purpose financial statements.

<u>Measurement Focus and Basis of Accounting</u>: The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types and expendable trust funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

All enterprise funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (i.e., net total assets) is segregated into contributed capital and retained earnings components. Enterprise fund-type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made.

The modified accrual basis of accounting is followed for the governmental, expendable trust and agency funds. Under this basis, revenues are recognized in the accounting period when they become both measurable and available. Measurable means the amount of the transaction can be determined. Available means collectible within the current fiscal year or soon enough thereafter to be used to pay liabilities of the current year. The available period for the County is sixty days after year end. In applying the susceptible to accrual concept under the modified accrual basis, the following revenue sources are deemed both measurable and available: earnings on investments, permissive sales tax (see Note 7), federal and state grants and entitlements, charges for current services, and fines and forfeitures. Major revenue sources not susceptible to accrual include licenses and permits which are not considered measurable until received. The County reports deferred revenues on its combined balance sheet. Deferred revenues arise when a potential revenue does not meet both the measurable and available criteria for recognition in the current period. In subsequent periods, when both revenue recognition criteria are met, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized. Property taxes measurable as of December 31, 2000, and delinquent property taxes, whose availability is indeterminable and which are intended to finance 2000 operations, have been recorded as deferred revenue.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Most expenditures are measurable and are recorded when the related fund liability is incurred. Principal and interest on general and special assessment long-term debt are recorded as fund liabilities when due, and costs of accumulated unpaid vacation and sick leave are reported as fund liabilities in the period in which they will be liquidated with available financial resources rather than in the period earned by employees. Allocations of cost, such as depreciation and amortization, are not recognized in the governmental funds.

The enterprise funds are reported using the accrual basis of accounting. Revenues are recognized in the accounting period in which they are earned and become measurable, and expenses are recognized at the time they are incurred, if measurable. Unbilled service charges receivable are recognized as revenue at year end. Under the guidelines of GASB Statement No. 20, "Accounting and Financial Reporting for Proprietary Funds and other Governmental Entities that use Proprietary Fund Accounting", the County has elected not to apply Financial Accounting Standards Boards Statements and Interpretations issued after November 30, 1989, to its proprietary activities.

**Budgetary Process:** The budgetary process is prescribed by provisions of the Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources and the appropriations resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriations cannot exceed estimated resources, as certified. All funds, other than agency funds, legally are required to be budgeted and appropriated. The legal level of budgetary control is at the object level within each department. Budgetary modifications may only be made by resolution of the County Commissioners.

<u>*Tax Budget:*</u> A budget of estimated revenues and expenditures is submitted to the County Auditor, as Secretary of the County Budget Commission, by July 15 of each year, for the period January 1 to December 31 of the following year.

<u>Estimated Resources</u>: The County Budget Commission reviews estimated revenues and determines if the budget substantiates a need to levy all or part of previously authorized taxes. The Commission certifies its actions to the County by September 1. As part of this certification, the County receives the official certificate of estimated resources, which states the estimated beginning of year fund balance and projected revenue of each fund. Prior to December 31, the County must revise its budget so that the total contemplated expenditures from any fund during the ensuing fiscal year will not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation measure. On or about January 1, the certificate of estimated resources is amended to include actual unencumbered balances from the preceding year. The certificate may be amended further during the year if the County Auditor determines, and the Budget Commission agrees, that an estimate needs to be either increased or decreased. The amounts reported on the budgetary statement reflect the amounts in the final amended official certificate of estimated resources issued during 2000. The budgeted receipts as reported in the budgetary financial statements were estimated based upon actual 2000 receipts by revenue category.

<u>Appropriations</u>: A temporary appropriation resolution to control expenditures may be passed on or around January 1 of each year for the period January 1 to March 31. An annual appropriation resolution must be passed by April 1 of each year for the period January 1 to December 31. The appropriation resolution may be amended during the year as new information becomes available, provided that total fund appropriations do not exceed current estimated resources, as certified.

The allocation of appropriations among departments and objects within a fund may be modified during the year only by a resolution of the Commissioners. The County Commissioners during the year legally enacted several supplemental appropriation resolutions. The budget figures that appear in the statements of budgetary comparisons represent the final appropriation amounts, including all amendments and modifications.

<u>Budgeted Level of Expenditures</u>: Administrative control is maintained through the establishment of detailed line-item budgets. Appropriated funds may not be expended for purposes other than those designated in the appropriation resolution without authority from the Commissioners. Expenditures plus encumbrances may not legally exceed appropriations at the level of appropriation. Commissioners' appropriations are made to fund, department and object level (i.e., General Fund - Commissioners - personal services, fringe benefits, supplies and materials, contractual services and other expenditures).

<u>Encumbrances</u>: As part of formal budgetary control, purchase orders, contracts and other commitments for the expenditure of monies are encumbered and recorded as the equivalent of expenditures on the non-GAAP budgetary basis in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. On the GAAP basis, encumbrances outstanding at year end are reported as reservations of fund balances for subsequent-year expenditures for governmental funds and reported in the notes to the financial statements for enterprise funds.

<u>Lapsing of Appropriations</u>: At the close of each year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriations. The encumbered appropriation balance is carried forward to the succeeding fiscal year and is not reappropriated.

<u>Cash and Cash Equivalents</u>: The County previously adopted GASB Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, and records all its investments at fair value. Cash balances of the County's funds, except cash held by a trustee or fiscal agent and in segregated accounts, are pooled and invested in short-term investments in order to provide improved cash management. Investments are reported using adjusted cost basis, which approximates market value except for investments for deferred compensation which are stated at market value. Each fund type's share of the pool is presented on the balance sheet in the account "Equity in Pooled Cash and Cash Equivalents." For purposes of the combined statement of cash flows and for presentation on the combined balance sheet, funds included within the Treasurer's cash management pool and investments with original maturities of three months or less are considered to be cash and cash equivalents. Cash and cash equivalents that are held separately within departments of the County and not held with the County Treasurer are recorded on the balance sheet as "Cash and Cash Equivalents in Segregated Accounts." Interest is distributed to the General Fund. Interest earned during 2000 amounted to \$907,164.

**Inventory of Supplies:** Inventories of governmental funds are stated at cost while inventories of enterprise funds are stated at the lower of cost or market. For all funds, cost is determined on a first-in, first-out basis. The costs of inventory items are recorded as expenditures in the governmental fund types when purchased and as expenses in the enterprise funds when used. Reported supplies inventory is equally offset by a fund balance reserve in the governmental funds which indicates that it does not constitute available expendable resources even though it is a component of net current assets.

<u>Prepaid Items</u>: Payments made to vendors for services that will benefit periods beyond December 31, 2000, are recorded as prepaid items by using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure is reported in the year in which services are consumed.

*Interfund Assets and Liabilities:* Receivables and payables resulting from transactions between funds for services provided or goods received are classified as "Due from Other Funds" or "Due to Other Funds" on the balance sheet.

*Fixed Assets and Depreciation:* The fixed asset values initially were determined at December 31, 1991, assigning original acquisition costs when such information was available. In cases where information supporting original costs was not available, estimated historical costs were developed. For certain fixed assets, the estimates were arrived at by indexing estimated current costs back to the estimated year of acquisition. Donated fixed assets are capitalized at estimated fair market value on the date donated. During 1994, a comprehensive inventory management system was implemented to monitor and track fixed assets and related depreciation. The County has established \$1,000 as the

threshold for which fixed assets are to be reported. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements that extend the useful life or increase the capacity or operating efficiency of the asset are capitalized at cost.

<u>General Fixed Assets</u>: General fixed assets (fixed assets used in governmental fund type operation) are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group at historical cost or estimated historical cost. Assets in the general fixed assets account group are not depreciated.

Public domain (infrastructure) general fixed assets consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems are not capitalized or reported, as these assets are immovable and of value only to the County.

<u>Enterprise Fund Fixed Assets</u>: Fixed assets reflected in the enterprise funds are stated at historical cost (or estimated historical cost) and are updated for the cost of additions and retirements during the year. The County capitalizes interest on debt financed fixed assets for enterprise funds. There were not any debt financed fixed assets nor any capitalized interest during 2000. Depreciation has been provided on a straight-line basis over the following estimated useful lives:

Description	Estimated Lives
Sewer treatment plants and buildings	40
Sewer lines and related assets	70

**Compensated Absences:** The County uses the provisions of GASB Statement No. 16, "Accounting for Compensated Absences". Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the employer will compensate the employees for the benefits through paid time off or some other means. Sick leave benefits are accrued as a liability using the vesting method. The liability includes the employees who are currently eligible to receive termination benefits and by those employees for whom it is probable will become eligible to receive payment in the future. The amount is based on accumulated sick leave and employees' wage rates at year end.

County employees earn vacation and sick leave at varying rates depending on length of service and departmental policy. All accumulated, unused vacation time is paid upon separation if the employee has at least one year of service. Accumulated, unused sick leave is paid up to a maximum of 240 hours depending on the length of service.

For governmental funds, the current portion of unpaid compensated absences is the amount expected to be paid using expendable available resources. These amounts are recorded in the account "compensated absences payable" in the fund from which the employees who have accumulated unpaid leave are paid. The remainder is reported in the general long-term obligations account group. The entire amount of compensated absences in the Enterprise Funds is reported (when applicable) as a fund liability.

**Intergovernmental Revenues:** For governmental funds, intergovernmental revenues, such as grants awarded on a non-reimbursement basis, shared revenues, and entitlements are recorded as receivables and revenues when measurable and available. Reimbursement-type grants are recorded as receivables and revenues when the related expenditures are incurred. Grants, entitlements or shared revenues received for enterprise fund operating purposes are recognized as non-operating revenues in the accounting period in which they are earned and become measurable. Such resources restricted for the construction of capital assets are recorded as contributed capital.

<u>Contributed Capital</u>: Contributed capital represents resources from other funds, other governments, private sources, and tap-in fees, to the extent they exceed the cost of physical connection to the system, which have been provided to the enterprise funds and are not subject to repayment. Because the County, prior to 1992, had not prepared financial statements in accordance with generally accepted accounting principles, the exact amount of contributed capital pertaining to years prior to 1991 cannot be determined. Consequently, only those amounts that have been able to be identified specifically have been classified as contributed capital in the accompanying combined financial statements. All other fund equity amounts pertaining to the enterprise funds have been classified as retained earnings.

**Reserves of Fund Equity:** The County records reservations for those portions of fund balance that are legally segregated for specific future use or which do not represent available, spendable resources and, therefore, are not available for expenditure. Undesignated fund balance indicates that portion of fund equity that is available for appropriation in future periods. Fund balance reserves have been established for encumbrances, debt service, unclaimed monies and inventory of supplies.

<u>Long-term Debt</u>: Long-term debt is recognized as a liability of a governmental fund when due, or when resources have been accumulated in the debt service fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the general long-term obligations account group.

**Interfund Transactions:** During the course of normal operations, the County has numerous transactions between funds, most of which are in the form of transfers of resources to provide services, construct assets and service debt. The accompanying financial statements generally reflect such transactions as operating transfers. Operating subsidies are also recorded as operating transfers.

Nonrecurring and non-routine transfers of equity between funds and the transfer of residual balances of discontinued funds or projects to the general fund or capital projects funds are classified as residual equity transfers.

Transactions that constitute reimbursements for expenditures or expenses initially made from a fund that are properly allocable to another fund are recorded as expenditures or expenses in the reimbursing fund and as reductions of the expenditures and expenses in the fund that is reimbursed.

<u>Total Columns on General Purpose Financial Statements</u>: Total columns on the general purpose financial statements are captioned "Total (Memorandum Only)" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data. When the title of a statement indicates that a component unit is included, two total columns are presented. The first is captioned "Primary Government" to indicate that only those activities that comprise the County's legal entity have been included. The second is captioned "Reporting Entity" and includes the activity and operations of the County's legally separate discretely presented component units (see Note 1). The "Total" column on statements which do not include a component unit have no additional caption.

### NOTE 3 - CONVERSION OF OPERATIONS FROM BUDGET BASIS TO GAAP BASIS

While reporting financial position, results of operations, and changes in fund balance on the basis of generally accepted accounting principles (GAAP), the budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances.

The Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual - All Governmental Fund Types and Similar Trust Funds and the Combined Statement of Revenues, Expenses, and Changes in Fund Equity - Budget (Non-GAAP Basis) and Actual - All Enterprise Funds are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and the GAAP basis are that:

- 1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
- 2. Expenditures/expenses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
- 3. Outstanding year end encumbrances are treated as expenditures/expenses (budget basis) rather than as a reservation of fund balance for governmental fund types (GAAP basis). Material encumbrances are disclosed in the notes for the enterprise funds (GAAP basis).
- 4. Proceeds from and principal payments on short-term note obligations are reported on the operating statement (budget basis) rather than as balance sheet transactions (GAAP basis).
- 5. For proprietary f unds, the acquisition and construction of capital assets are reported on the operating statement (budget basis) rather than as balance sheet transactions (GAAP basis).

Adjustments necessary to convert the results of operations at the end of the year on the Budget basis to the GAAP basis are as follows:

#### Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses All Governmental Fund Types And Expendable Trust Funds

GAAP Basis	<u>General</u> \$ 104,845	Special <u>Revenue</u> \$ (594,383)	Debt <u>Service</u> \$ (13,806)	Capital <u>Projects</u> \$236,143	Expendable <u>Trust</u> \$ (50)
Increases (Decreases) Due To:					
Revenue Accruals	(423,174)	(25,437)	0	55,043	0
Expenditure Accruals	212,893	500,490	0	63,343	0
Advances - In	17,873	6,242	0	0	0
Advances - Out	(17,873)	(6,242)	0	0	0
Proceeds of Notes	0	0	0	0	0
Encumbrances	0	(73,403)	0	0	0
Inception of Capital Lease	(182,635)	0	0	(44,500)	0
Debt Principal Retirement	(78,618)	<u>(25,079</u> )	0	(15,733)	0
Budget Basis	<u>\$(366,689</u> )	<u>\$(217,812</u> )	<u>\$(13,806</u> )	<u>\$ 294,296</u>	<u>\$ (50</u> )

### NOTE 3 - CONVERSION OF OPERATIONS FROM BUDGET BASIS TO GAAP BASIS (Continued)

Net Loss/Excess of Revenues Over Expenses and Operating Transfers Proprietary Fund Type

GAAP Basis	Enterprise \$41,087
Increases (Decreases) Due To:	
Revenue Accruals	397
Expense Accruals	930
Depreciation	9,406
Tap-in Fees	4,000
Note Principal Payment	(65,972)
Note Proceeds	63,765
Budget Basis	<u>\$ 53,613</u>

### **NOTE 4 - ACCOUNTABILITY AND COMPLIANCE**

*Legal Compliance:* The following fund had expenditures plus encumbrances in excess of appropriations at December 31, 2000:

<u>Enterprise Fund</u> Countywide Sewer District (501) Debt Service - Principal

\$59,765

The following funds had appropriations in excess of estimated receipts at December 31, 2000:

COPS Grant Fund (239) Juvenile Family Stability Fund (258) Juvenile Litter Fund (259)

The Derby Sanitary Sewer Construction Capital Projects Fund had a deficit fund balance of \$51,348 as of December 31, 2000. The deficit in the Derby Sanitary Sewer Construction Fund is the result of recognizing an advance of \$51,348 from the General Fund as a liability and will be eliminated when the advance is repaid.

The Circleville Township Rotary Fund and the Marine Patrol Rotary Fund (which are both reported as a General Fund Equivalents) had deficit fund balances of \$240 and \$46, respectively as of December 31, 2000. The following Special Revenue Funds had deficit fund balances as of December 31, 2000:

Human Services (\$390,262) Step Grant (\$282) COPS Grant (\$12,375)

These deficits are the result of recognizing various payables as of 12/31/00 and will be eliminated either through collection of additional revenues during 2001 or transfers from the General Fund.

Section 5705.41 (D) of the Ohio Revised Code requires the County to certify the availability of funds prior to an expenditure/expense being made. Throughout the fiscal year ended December 31, 2000 the County made expenditures of funds without timely certification of the availability of such funds.

### NOTE 5 - DEPOSITS AND INVESTMENTS

### Primary Government:

**Policies And Procedures:** The County uses GASB Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, and records all its investments at fair value. At December 31, 2000, the County's fair value exceeded net cost for investments by \$34,099. State Statute classifies moneys held by the County into two categories. Active moneys means an amount of public moneys determined to be necessary to meet current demand upon the County treasury. Active moneys must be maintained either as cash in the County treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Moneys held by the County that are not considered active are classified as inactive. Inactive monies may be deposited or invested in the following securities:

- 1. Bonds, notes, or other obligations of, or guaranteed by, the United States, or those for which the faith of the United States is pledged for the payment of principal and interest;
- 2. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality;
- 3. Written repurchase and reverse repurchase agreements in the securities listed above;
- 4. Bond and other obligations of the State of Ohio, its political subdivision, or other units or agencies of this State or its political subdivisions;
- 5. Time certificates of deposit or savings or deposit accounts, including, but not limited to, passbook accounts;
- 6. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions; and
- 7. The State Treasurer's investment pool (STAR Ohio).

Protection of the County's deposits is provided by the Federal Deposit Insurance Corporation, by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the treasurer by the financial institution or by a single collateral pool established by the financial institution to secure the repayment of all public moneys deposited with the institution. Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the treasurer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

<u>Deposits.</u> At year-end, the carrying amount of the County's deposits was (\$727,335) and the bank balance was \$693,701. Of the bank balance, \$624,637 was covered by federal depository insurance. The remaining amounts were considered uninsured and uncollateralized. Although all Ohio statutory requirements for the collateralization of deposits had been followed, non-compliance with federal requirements could potentially prevent the County from exercising a successful claim as a secured creditor against the FDIC and render them a general creditor for the uncollateralized amount. As of December 31, 2000, the County had \$51,403 of cash on hand in the process of being deposited.

# **NOTE 5 - DEPOSITS AND INVESTMENTS** (Continued)

<u>Investments.</u> Statutory provisions require that the County Treasurer hold all securities acquired by the County or deposit them with a qualified trustee pursuant to Section 135.18, Revised Code.

GASB Statement No. 3 "Deposits with Financial Institutions, Investments and Reverse Repurchase Agreements" requires that local governments disclose the carrying amounts and market value of investments classified by risk. Category 1 includes investments that are insured or registered for which the County holds the securities. Category 2 includes uninsured and unregistered investments for which the securities are held in the counter party's trust department or agent in the County's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counter party or by its trust department but not in the County's name. Investments in Star Ohio are not categorized since they are not evidenced by securities that exist in physical or book entry form.

	Category	Carrying	Market
	2	Value	Value
U.S. Government Securities	\$7,489,068	\$7,489,068	\$7,489,068
Commercial Paper	2,426,122	2,426,122	2,426,122
Total for Categorized Investments	<u>\$9,915,190</u>		
Star Ohio		2,028,752	<u>2,028,752</u>
Total Investments		<u>\$11,943,942</u>	<u>\$11,943,942</u>

The classification of cash and cash equivalents and investments on the combined financial statements is based on criteria set forth in GASB Statement No. 9. A reconciliation between the classifications of cash and investments on the combined financial statements and the classifications per GASB Statement No. 3 is as follows:

	Cash and Cash	
	Equivalents	Investments
GASB Statement No. 9	\$11,216,607	\$ -0-
Investments:		
U.S. Government Securities	(7,489,068)	7,489,068
Commercial Paper	(2,426,122)	2,426,122
Star Ohio	<u>(2,028,752</u> )	2,028,752
GASB Statement No. 3	<u>(\$727,335</u> )	<u>\$11,943,942</u>
Star Ohio	. , ,	

## NOTE 5 - DEPOSITS AND INVESTMENTS (Continued)

## Component Units:

## Deposits and Investments

Cash and cash equivalents held by Brooks Yates Center Diversified Opportunities, Inc. and the Pickaway County Airport Authority are classified as "Cash and Cash Equivalents in Segregated Accounts."

#### (1) Brooks Yates Center Diversified Opportunities, Inc.

At year end, the carrying amount of Brooks Yates Center Diversified Opportunities, Inc. deposits was \$81,717 and the bank balance was \$87,356. The entire bank balance was covered by federal depository insurance. The difference is due to outstanding checks as of 12/31/00. There are no statutory guidelines regarding the deposit and investment of funds by the not-for-profit corporation.

#### (2) Pickaway County Airport Authority

At year end, the carrying amount of the Pickaway County Airport Authority deposits was \$56,164 and the bank balance was \$56,164. The entire bank balance was covered by federal depository insurance.

#### NOTE 6 - PROPERTY TAXES

Property taxes include amounts levied against all real, public utility, and tangible personal property located in the County. Taxes collected on real property (other than public utility) in one calendar year are levied in the preceding calendar year on assessed values as of January 1 of that preceding year, the lien date. Assessed values are established by the County Auditor at 35 percent of appraised market value. All property is required to be revalued every six years. The last revaluation was completed in 1999. Real property taxes are payable annually or semiannually. The first payment is due February 15, with the remainder payable by July 20.

Taxes collected from tangible personal property (other than public utility) in one calendar year are levied in the prior calendar year on assessed values during and at the close of the most recent fiscal year of the taxpayer that ended on or before March 31 of that calendar year, and at the tax rates determined in the preceding year. Tangible personal property used in business (except for public utilities) is currently assessed for ad valorem taxation purposes at 25 percent of its true value. Amounts paid by multi-county taxpayers are due October 20. Single county taxpayers may pay annually or semiannually. If paid annually, payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by October 20.

Public utility real and tangible personal property taxes collected in one calendar year are levied in the preceding calendar year on assessed values determined as of December 31 of the second year preceding the tax collection year, the lien date. Certain public utility tangible personal property currently is assessed at 88 percent of its true value. Public utility property taxes are payable on the same dates as real property taxes described previously.

The County Treasurer collects property tax on behalf of all taxing districts within the County. The County Auditor periodically remits to itself its share of the taxes collected. The County records receipt of these taxes in various funds.

## NOTE 6 - PROPERTY TAXES (Continued)

Accrued property taxes receivable represent delinquent taxes outstanding and real, tangible personal, and public utility taxes that were measurable and unpaid as of December 31, 2000. Although total property tax collections for the next fiscal year are measurable, amounts to be received during the available period are not subject to reasonable estimation at December 31 and are not intended to finance 2000 operations. The receivable is therefore offset by a credit to deferred revenue.

The full tax rate for all County operations for the year ended December 31, 2000, was \$7.80 per \$1,000 of assessed value. The assessed values of real and tangible personal property upon which 2000 property tax receipts were based are as follows:

Category	Assessed Value
Real Estate	
Agricultural	\$ 104,699,230
Residential	425,953,100
Commercial	72,043,770
Industrial	30,995,710
Minerals	334,570
Public Utilities	683,320
Personal Property	
General	119,558,196
Public Utilities	87,675,420
Total Property Taxes	<u>\$841,943,316</u>

## NOTE 7 - PERMISSIVE SALES TAX

In 1988, in accordance with Sections 5739.02 and 5741.02 of the Revised Code, the County Commissioners, by resolution, imposed a one percent tax on all retail sales, except sales of motor vehicles, made in the County, and on the storage, use, or consumption in the County of tangible personal property, including automobiles, not subject to the sales tax. Vendor collections of the tax are paid to the State Treasurer by the twenty-third day of the month following collection. The State Tax Commissioner certifies to the State Auditor the amount of the tax to be returned to the County. The Tax Commissioner's certification must be made within forty-five days after the end of each month. The State Auditor then has five days in which to draw the warrant payable to the County. Proceeds of the tax were credited to the General Fund and the Capital Improvement Capital Projects Fund. Amounts that have been collected by the State and are to be received within the available period are accrued as revenue. Sales and Use tax revenue for 2000 amounted to \$3,359,463 (GAAP Basis).

## NOTE 8 - RECEIVABLES

Receivables at December 31, 2000, consisted of taxes, special assessments, accounts (billings for user charged services), interest and intergovernmental receivables arising from grants, entitlements and shared revenues. All receivables are considered collectible in full.

A summary of the principal items of intergovernmental receivables is as follows:

Fund / Type	
General Fund Jail Confinement Costs - Various Governments Municipal Court Local Government and Local Government Revenue Assistance Total General Fund	53,913 3,602 <u>214,147</u> <u>271,662</u>
Special Revenue Funds License, Gasoline, and Permissive Taxes Grants and Entitlements Municipal Court Miscellaneous Total Special Revenue Funds Agency Funds	326,132 49,557 3,737 <u>10,487</u> 389,913
License, Gasoline, and Permissive Taxes Local Government and Local Government Revenue Assistance Library	154,845 509,873 544,070
Municipal Court	<u>5,592</u> ,214,380

## NOTE 9 - FIXED ASSETS

A summary of the enterprise funds' fixed assets at December 31, 2000, are as follows:

	Enterprise
Land	\$13,964
Sewer Plants and Buildings	376,966
Sewer Lines and Related Assets	50,542
Total Fund Fixed Assets	441,472
Less: Accumulated Depreciation	<u>(342,844</u> )
Total Fund Fixed Assets (net of	
accumulated depreciation)	<u>\$ 98,628</u>

## NOTE 9 - FIXED ASSETS (Continued)

Asset <u>Category</u> Land Buildings Improvements Other Than	Balance for the Year Ended <u>12/31/99 A</u> \$ 902,042 17,247,186	additions — —	_Deletions 	<u>Adjustments</u> — —	Balance for the Year Ended <u>12/31/00</u> \$ 902,042 17,247,186
Buildings	653,008	27,734	—	1,149	681,891
Machinery and Equipment Furniture and	5,287,391	274,223	65,627	4,985	5,500,972
Fixtures	1,159,496	42,617	_	_	1,202,113
Vehicles	2,052,155	372,253	161,991		2,262,417
Totals	<u>\$ 27,301,278</u> <u>\$</u>	716,827	\$ 227,618	\$ 6,134	\$ 27,796,621

A summary of the changes in general fixed assets during 2000 is as follows:

## NOTE 10 - RISK MANAGEMENT

The County is exposed to various risks of loss related to torts, theft or damage to, and destruction of assets, errors and omissions, injuries to employees and natural disasters. During 2000, the County contracted with County Risk Sharing Authority (CORSA), a jointly governed organization, for liability, property, and crime insurance. The CORSA program has a \$2,500 deductible.

Coverages provided by the program are as follows:

General Liability	\$1,000,000
Public Officials	1,000,000
Law Enforcement	1,000,000
Automobile	1,000,000
Faithful Performance and	
Employee Bond	250,000

The County has excess coverage in the amount of \$3,000,000.

Health insurance is provided by Community Choice Blue Cross and Blue Shield. Workers' compensation benefits are provided through the State Bureau of Workers' Compensation. The County pays all elected officials' bonds by statute.

## NOTE 11- DEFINED BENEFIT RETIREMENT PLANS

<u>Public Employees Retirement System</u>: All Pickaway County full-time employees, other than certified teachers with the Board of Mental Retardation and Developmental Disabilities (MR/DD), participate in the Public Employees Retirement System of Ohio (the "System"), a cost-sharing multiple-employer public employee retirement system created by the State of Ohio. PERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by state statute per Chapter 145 of the

## NOTE 11- DEFINED BENEFIT RETIREMENT PLANS (Continued)

Ohio Revised Code. The Public Employees Retirement System issues a stand-alone financial report. Interested parties may obtain a copy by making a written request to 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 466-2085 or 1-800-222-PERS (7377).

Plan members, other than those engaged in law enforcement, are required to contribute 8.5 percent of their annual covered salary to fund pension obligations; law enforcement employees contribute 9 percent. The Retirement Board instituted a temporary employer contribution rate rollback for calendar year 2000. For plan members, other than those engaged in law enforcement, the County was required to contribute 6.54 percent of covered salary for 2000, a reduction from 9.35 percent for 1999. The County contribution for law enforcement employees for 2000 was 11.4 percent, down from 12.5 percent for 1999. Contributions are authorized by State statute. The contribution rates are determined actuarially. Pickaway County's contributions to PERS for the years ended December 31, 2000, 1999, and 1998 were \$2,109,820, \$2,272,295, and \$2,031,651, respectively. These contributions were equal to the required contributions for 1999 and 1998. For 2000, the contributed percentage was 98.2% and the unpaid amount of \$ 37,796 was recorded as a liability in the respective funds.

**State Teachers Retirement System:** The Pickaway County Board of Mental Retardation and Developmental Disabilities contributes to the State Teachers Retirement System of Ohio (STRS) for all certified teachers, a cost-sharing multiple employer public employee retirement system administered by the State Teachers Retirement Board. STRS provides basic retirement benefits, disability, survivor, and health care benefits based on eligible service credit to members and beneficiaries. Chapter 3307 of the Ohio Revised Code establishes benefits. STRS issues a publicly available, standalone financial report that includes financial statements and required supplementary information for STRS. The report may be obtained by writing to the State Teachers Retirement System, 275 East Broad Street, Columbus, Ohio 43215-3771 or by calling (614) 227-4090.

Plan members are required to contribute 9.3 percent of their annual covered salary and the County is required to contribute 14 percent; 6 percent was the portion allocated to fund pension obligations for fiscal year 2000. Contribution rates are established by STRS, upon recommendation of its consulting actuary, not to exceed statutory maximum rates of 10% for members and 14% for employers. Pickaway County's contributions to STRS for the years ended December 31, 2000, 1999, and 1998 were \$26,610, \$29,019, and \$67,165, respectively. These contributions were equal to the required contributions for each of the years.

Effective July 1, 1991, all employees not otherwise covered by the Public Employees Retirement System or the State Teachers Retirement System have an option to choose social security or the Public Employees Retirement System/State Teachers Retirement System. As of December 31, 2000, none of the elected officials had elected social security.

## NOTE 12 - POSTEMPLOYMENT BENEFITS

**Public Employees Retirement System:** The Public Employees Retirement System of Ohio (the "System") provides postretirement health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit and to primary survivor recipients of such retirants. Health care coverage for disability recipients and primary survivor recipients is available. The health care coverage provided by the retirement system is considered an Other Post Employment Benefit (OPEB) as described in GASB Statement No. 12. A portion of each employer's contribution to the System is set aside for the funding of post retirement health care. The Ohio Revised Code provides statutory authority for employer contributions. The employer contribution rate was rolled back for the year

## NOTE 12 - POSTEMPLOYMENT BENEFITS (Continued)

2000. The employer rate for employees other than law enforcement personnel was 10.84% of covered payroll; 4.3% was the portion that was used to fund health care for 2000. The law enforcement employer rate was 15.70% and 4.3% was used to fund health care for the year. The Ohio Revised Code provides the statutory authority requiring public employers to fund postretirement health care through their contributions to PERS.

The assumptions and calculations below were based on the System's latest Actuarial Review performed as of December 31,1999. An entry age normal actuarial cost method of valuation is used in determining the present value of OPEB. The difference between assumed and actual experience (actuarial gains and losses) becomes part of unfunded actuarial accrued liability.

All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Under this approach assets are adjusted annually to reflect 25% of unrealized market appreciation or depreciation on investment assets. The investment assumption rate for 1999 was 7.75%. An annual increase of 4.75% compounded annually, is the base portion of the individual pay increase assumption. This assumes no change in the number of active employees. Additionally, annual pay increases, over and above the 4.75% base increase, were assumed to range from 0.54% to 5.1%. Health care costs were assumed to increase 4.75% annually.

OPEBs are advance-funded on an actuarially determined basis. The number of active contributing participants was 401,339. The County contributions actually made to fund postemployment benefits during fiscal year 2000 were \$459,350. \$10,805.5 million represents the actuarial value of the Retirement System's net assets available for OPEB at December 31, 1999 (the most recent data available). The actuarially accrued liability and the unfunded actuarial accrued liability, based on the actuarial cost method used, were \$12,473.6 million and \$1,668.1 million, respectively.

The Retirement Board initiated significant policy changes during 2000. The Retirement Board enacted a temporary employer contribution rate rollback for calendar year 2000. The decision to rollback rates was based on the December 31, 1998 actuarial study, which indicated that actuarial assets exceeded actuarial liabilities. The temporary rate rollback was 20% for both the state and local government divisions and 6% for law enforcement divisions. The Board reallocated employer contributions from 4.20% to 4.30% at the beginning of the year to improve health care financing. The proportion of contributions dedicated to funding OPEB increased during the year for those reasons. PERS elected to return to an actuarially pre-funded type of disclosure because they believe it is a better presentation of PERS's actual funding methodology.

**State Teachers Retirement System:** The County provides comprehensive health care benefits to retired teachers and their dependents through the State Teachers Retirement System. Benefits include hospitalization, physicians' fees, prescription drugs and reimbursement of monthly Medicare premiums. Benefit provisions and the obligations to contribute are established by the System based on authority granted by State statute. The State Teachers Retirement System is funded on a pay-as-you-go basis. All STRS benefit recipients and sponsored dependents are eligible for health care coverage. The STRS Board has statutory authority over how much, if any, of the health care costs will be absorbed by STRS. Most benefit recipients pay a portion of the health care costs in the form of a monthly premium. By Ohio law, the cost of the coverage paid from STRS funds shall be included in the employer contribution rate, currently 14% of covered payroll. For the fiscal year-ended June 30, 2000, the Retirement Board allocated employer contributions equal to 8.0% of the covered payroll to the Health Care Reserve Fund. For the County, this amount equaled \$9,136 during the 2000 fiscal year. The balance in the Health Care Reserve Fund was \$2.783 billion on June 30, 1999. For the fiscal year ended June 30, 1999, net health care costs paid by STRS were \$249,929,000. There were 95,796 eligible benefit recipients.

## NOTE 13 - LONG-TERM DEBT

The County's long-term obligations at year end consisted of the following:

Types / Issues	Outstanding at 12/31/99	•	b Decreases	Outstanding at 12/31/00
General Long-Term Obligations	<u>at 12/01///</u>			
1991 - 5.75-6.75%				
Administrative Complex				
Refunding Bonds	\$430,000	\$0	\$130,000	\$300,000
1991 - 5.75-6.75%				+
Jail Construction Bonds	2,165,000	0	675,000	1,490,000
1994 - 5.75%	_,,	-		
MR/DD Facilities				
Improvement Bonds	57,717	0	7,961	49,756
1994 - 6.00%				
Downtown Annex Bonds	285,000	0	50,000	235,000
1995 - 4.2-5.3%				
Energy Conservation Notes	510,000	0	75,000	435,000
1995 - 6.75%				
Vehicle Notes	3,579	0	3,579	0
1996 - 5.625%				
Voting Equipment Acquisition Notes	273,875	0	39,125	234,750
1999 - 5.15%				
Jail Window Replacement Notes	182,220	0	36,957	145,263
1999 - 6.0%				
Northwood Park Sanitary Sewer				
Improvement Bonds	157,160	0	4,160	153,000
2000 - Variable Rate (70% of Prime Rat	te)			
MR/DD Capital Improvement Notes	0	650,000	8,081	641,919
Various County Engineer Serial Notes				
(Excluding Short Term Portion)	31,746	0	31,746	0
Compensated Absences	863,554	83,420	0	946,974
Capital Leases	38,860	227,135	119,430	146,565
Total General Long-Term Obligations	<u>\$4,998,711</u>	<u>\$960,555</u>	\$ <u>1,181,039</u>	\$ <u>4,778,227</u>

During 2000 the County issued Long Term Notes in the amount of \$650,000 to finance capital improvements for MR/DD facilities. These notes will be repaid through the special revenue funds. The Northwood Park Sanitary Sewer Improvement Bonds will be repaid through the collection of special assessments on the benefiting property owners. All other bonds will be repaid through the debt service funds. The Energy Conservation Notes will also be repaid through the debt service funds. The County Engineer Serial Notes were issued several years ago. The County is recording the current portion of the note payable (amount due in 2001) as a liability of the Special Revenue Funds (See Note 14). There is no long term liability to record as 2001 is the last year of repayment of these notes. The compensated absences liability will be paid from the fund from which the employees are paid. Additions and deletions of accrued vacation and sick leave are shown net since it is impractical for the County to determine these amounts separately.

## NOTE 13 - LONG-TERM DEBT (Continued)

obligations, includ	ung \$1,750,070	J OF INTELEST.			
	Complex Refunding Bonds	Jail Construction Bonds	Downtown Annex Bonds	MR/DD Facilities Improvement <u>Bonds</u>	Energy Conservation Notes
2001	160,110	819,855	68,512	11,831	102,350
2002	170,800	821,975	65,350	11,314	103,430
2003	0	0	67,188	11,791	99,138
2004	0	0	68,738	12,211	99,760
2005	0	0	0	11,580	100,034
2006-2010	0	0	0	0	0
2011-2015	0	0	0	0	0
2016-2020	0	0	0	0	0
2021-2024	0	0	0	0	0
Totals	\$330,910	\$1,641,830	\$269,788	\$58,727	\$504,712

The following is a summary of the County's future principal and interest requirements for general long-term debt obligations, including \$1,738,676 of interest:

	Voting Equipment Acquisition <u>Notes</u>	MR/DD Capital Improvements <u>Note</u>	Northwood Park Sanitary Sewer Improvement <u>Bonds</u>	Jail Window Replacement <u>Bonds</u>	Total
2001	52,330	54,000	14,180	45,889	1,329,057
2002	50,129	54,000	13,880	45,889	1,336,767
2003	47,928	54,000	13,580	45,888	339,513
2004	45,727	54,000	13,280	22,944	316,660
2005	43,527	54,000	13,980	0	223,121
2006-2010	41,326	270,000	68,320	0	379,646
2011-2015	0	270,000	68,680	0	338,680
2016-2020	0	270,000	54,260	0	324,260
2021-2024	0	193,741	0	0	193,741
Totals	\$280,967	\$1,273,741	\$260,160	\$160,610	\$4,781,445

## NOTE 13 - LONG-TERM DEBT (Continued)

The MR/DD Facilities Improvement Bonds of \$49,756 are reflected in the General Long Term Obligations Account Group because the County is legally obligated to pay for these bonds. However, Brooks Yates Center Diversified Opportunities, Inc. (PDI), one of the discretely presented component units, also reflects the debt because PDI used the bonds to make leasehold improvements to the facilities and is paying the bond's principal and interest requirements to the County. The County then makes the debt service payments on these bonds.

## NOTE 14 - NOTES PAYABLE

A summary of the note transactions for the year ended December 31, 2000 follows:

Fund Type/Fund	Outstanding at 12/31/99	Issued	Retired	Outstanding at 12/31/00
Special Revenue Funds				
Motor Grader Note - 6.0%	11,497	0	11,497	0
Chip Spreader Note - 6.0% Trucks Note - 5.75%	11,700 12,418	12,418	11,700 12,418	0 12,418
Hydraulic Scope Boom	12,410	12,410	12,410	12,410
Note - 6.0%	19,327	19,327	19,327	<u>19,327</u>
Total Motor Vehicle Gas Tax Fund	54,942	31,745	54,942	31,745
	0	44,000	0	44,000
MR/DD Note - 6.0% MR/DD Note - 5.15%	0	46,000	0	46,000
WIR/DD NOLE - 5.15%	0	<u>200,000</u>	0	<u>200,000</u>
Total MR/DD Fund	0	246,000	0	246,000
Ditch Maintenance Fund				
Writsel - 6.00%	731	0	731	0
Total Ditch Maintenance Fund	731	0	731	0
Total Spacial Devenue Funda	FF (7)		FF (7)	
Total Special Revenue Funds	55,673	277,745	55,673	277,745
Enterprise Fund				
Pickaway County Sewer Fund				
Clark's Lake - 6.00%	58,972	57,832	58,972	57,832
Circle Hills - 6.00%	7,000	5,944	7,000	5,944
Total Pickaway County Sewer Fun	d 65,972	<u>63,776</u>	<u>65,972</u>	63,776
	<u> </u>	00///0	00//12	001110
Total All Funds	\$ <u>121,645</u>	\$ <u>341,521</u>	\$ <u>121,645</u>	\$ <u>341,521</u>

The full faith and credit of Pickaway County back all notes. The note liability is reflected in the fund that received the proceeds and will be retired from the fund that received the note proceeds. The note liability for the MR/DD notes is reflected in the County's financial statements; however, the Brooks-Yates Center Diversified Opportunities, Inc. also reflects the note payable in their financial statements, as their intent is to pay off the debt. Those notes pertaining to enterprise funds will be paid from enterprise fund revenues.

## NOTE 15- CAPITALIZED LEASES - LESSEE DISCLOSURE

During 2000, the County entered into two lease agreements of a significant nature. One lease was for six vehicles for the Sheriff Department and the other lease was for ten voting machines for the Board of Elections. The present value of the minimum lease payments for these leases is \$182,635 and \$44,500 respectively. These amounts were recorded as the initial obligation for these capital leases and were recorded as capital outlay and inception of capital lease in the general purpose financial statements. The County paid \$80,570 in principal payments on these leases during 2000. The remaining capital lease obligation is recorded as a liability in the General Long Term Obligations Account Group. During 1998, the County entered into a lease agreement for vehicles for the County Sheriff's Office. The principal payment on this lease was \$15,733 during 2000. During 1996, the County entered into a lease agreement for equipment for the County Engineer's Office. The principal payment on this lease was \$25,079 during 2000. All of the above leases meet the criteria of a capital lease as defined by Statement of Financial Accounting Standards No. 13 "Accounting for Leases," which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee. For all of the above lease agreements, capital lease payments have been reclassified and are reflected as debt service expenditures in the General Purpose Financial Statements for the governmental funds. These expenditures are reflected as program/object expenditures on a budgetary basis.

The following is a schedule of the future minimum lease payments required under the capital leases and the present value of the minimum lease payments as of December 31, 2000.

Year Ending December 31	General Long-Term <u>Obligations</u>
2001 2002	\$80,570 <u>80,569</u>
Total Minimum Lease Payments	161,139
Less: Amount Representing Interest	<u>(14,574)</u>
Present Value of Minimum Lease Payments	<u>\$146,565</u>

## NOTE 16 - INTERFUND TRANSACTIONS

Interfund balances at December 31, 2000, consist of the following individual fund receivables and payables:

Fund Type/Fund General Fund	Due From Other Funds \$ 54,380	Due To Other Funds \$ 0	Interfund <u>Receivable</u> \$ 77,223	Interfund <u>Payable</u> \$ 0
Special Revenue Funds				
Auto License & Gas Tax (201)	6	0	0	0
Human Services (206)	0	11,844	0	0
Special Children Services (207)	0	3,187	0	0
Child & Family First Counsel (209)	0	1,769	0	0
Child Support Enforcement Agency (211)	9,282	4,350	0	0
Drug Court Grant (215)	70	0	0	0
Probate (216)	31	0	0	0
Probate Court Computer (217)	620	0	0	0
Probate Court Computer Research (218)	186	0	0	0
Special Marriage License (219)	1,135	0	0	0
Indigent Guardianship (220)	90	0	0	0
Juvenile Court Computer (223)	510	0	0	0
Juvenile Court Computer Research (224)	162	0	0	0
Felony Delinquent Care (226)	3,187	0	0	0
Clerk of Courts Computer (229)	665	0	0	0
Certificate of Title Administration (230)	11,958	0	0	0
Common Pleas Court Computer (231)	162	0	0	0 10.075
COPS Grant (239) Stop Crant (240)	0	0	0 0	12,375
Step Grant (240) MR/DD (241)	0 2,609	0 0	0	3,500
			0	0 0
Early Start Program (245)	11,236	232	0	0
Total Special Revenue Funds	41,909	21,382	0	15,875
Capital Projects Fund				
Derby Sanitary Sewer Construction (404)	0	0	0	51,348
Enterprise Fund				
Pickaway County Sewer Fund (501)	0	0	0	10,000
Agency Funds				
Law Library	13	0	0	0
Recorder Agency	0	20,584	0	0
Sheriff Agency	0	9,470	0	0
Court Agency	0	35,584	0	0
Alimony and Child Support	0	9,282	0	0
Total Agency Funds	13	74,920	0	0
Total All Funds	\$ 96,302	\$ 96,302	\$ 77,223	\$ 77,223

## NOTE 17 - ADDITIONAL DISCLOSURES FOR DISCRETELY PRESENTED COMPONENT UNITS

#### A. Measurement Focus and Basis of Accounting

Brooks Yates Center Diversified Opportunities, Inc. uses fund accounting to report on their operations and uses the full accrual basis of accounting as set forth in SFAS No. 117 for non-profit corporations. Pickaway County Airport Authority uses fund accounting to report on their operations and uses the cash basis of accounting that is then converted to accrual accounting at year end.

#### B. Budgetary Basis of Accounting

Budgetary information for the discretely presented component units is not presented because they are not included in the entity for which the "appropriated budget" is adopted and do not maintain separate budgetary financial records.

#### C. Fixed Assets

Property and equipment for the component units are stated at historical cost and are updated for the costs of additions and retirements during the year. Donated fixed assets have been recorded at the fair market value at the date of the gift.

The assets for Brooks Yates Center Diversified Opportunities, Inc. are depreciated on a straight line basis using the following estimated useful lives:

Category	Estimated Life
Buildings	40 years
Leasehold Improvements	39 years
Machinery and Equipment	5-7 years

#### D. Long Term Debt

At year end, Brooks Yates Center Diversified Opportunities, Inc. MR/DD Facilities Improvement Bonds liability was \$49,756. The County issued these Bonds on behalf of Brooks Yates Center Diversified Opportunities, Inc. (PDI). The County liability for these Bonds was \$49,756 at year end. PDI also issued \$28,226 in new notes during 1998 for the purchase of a new truck. The remaining balance on these notes as of December 31, 2000 was \$13,640.

#### G. Segment Information

Net working capital deficit for Brooks Yates Center Diversified Opportunities, Inc. as of December 31, 2000 was (\$155,694). Other segment information can be obtained in the general purpose financial statements.

## **NOTE 18 - JOINTLY GOVERNED ORGANIZATIONS**

#### Berger Hospital

Berger Hospital is a jointly governed organization that provides diversified health care services to the community. The hospital is governed by a 9 member board: Pickaway County Commissioners appoint 4 members of the board, the City of Circleville appoints 4 members of the board and the final board member is the City of Circleville's Mayor. The Mayor is the President of the Board but does not have voting privileges unless there is a tie. The City of Circleville holds legal title to the Hospital. The degree of control exercised by the County is limited to its representation on the Board. Pickaway County does not have an ongoing financial interest in or an ongoing financial responsibility for the Hospital. During 2000, the County did not make any contributions to the Hospital. Complete financial statements can be obtained from the Berger Hospital, 600 N. Pickaway, Circleville, Ohio, 43113.

#### Paint Valley Mental Health Alcohol and Drug Addiction Board of Pike, Fayette, Highland, Pickaway and Ross Counties

The Paint Valley Mental Health Alcohol and Drug Addiction Board of Pike, Fayette, Highland, Pickaway and Ross Counties is a jointly governed organization that is responsible for developing, coordinating, modernizing, funding, monitoring and evaluating a community-based mental health and substance abuse program. The Board consists of eighteen members. The Director of the Ohio Department of Mental Health appoints four members and the Director of the Ohio Department of Alcohol and Drug Addiction Services appoints four members. The remaining members are appointed by the County Commissioners of Pike, Fayette, Highland, Pickaway, and Ross Counties in the same proportion as each County's population bears to the total population of the five counties combined. The Board receives revenue from the participating counties and receives federal and state funding through grant monies that are applied for and received by the Board of Trustees. Pickaway County cannot significantly influence operations of the Board, who has sole budgetary authority and controls surpluses and deficits. Pickaway County has no ongoing financial interest or responsibility. During 2000, Pickaway County contributed \$529,906 to the program.

#### Ross, Pickaway, Highland, Fayette Joint Solid Waste Management District

The County is a member of the Ross, Pickaway, Highland, Fayette Joint Solid Waste Management District, which is a jointly governed organization of the four-named counties. The purpose of the District is to make disposal of waste in the four-county area more comprehensive in terms of recycling, incinerating, and land filling. The District was created in 1989, as required by the Ohio Revised Code.

The Ross, Pickaway, Highland, Fayette Joint Solid Waste Management District is governed and operated through three groups. A twelve member board of directors, comprised of three commissioners from each county, is responsible for the District's financial matters. Financial records are maintained by the Ross County Auditor and Treasurer, and the Ross County Commissioners budget and finance the District with board approval. A twenty-nine member policy committee, comprised of seven members from each county and one at-large member appointed by the board of directors, is responsible for preparing the solid waste management plan of the District in conjunction with a twenty-three member Technical Advisory Council (members appointed by the policy committee). The District's sole revenue source is derived from a waste disposal fee for in-district and out-of-district waste. Although the counties contributed amounts to the District at the time of its creation, all contributions have since been returned to the respective counties and no future contributions by the counties are anticipated. Continued existence of the District is not dependent on the County's continued participation, no equity interest exists, and no debt is outstanding.

## NOTE 18 - JOINTLY GOVERNED ORGANIZATIONS (Continued)

#### South Central Regional Juvenile Detention Center

The South Central Regional Juvenile Detention Center is a jointly governed organization that was created as a holding place for juvenile offenders waiting for disposition by the respective Juvenile Courts of the member counties. The current members include Pike, Pickaway, Ross, Jackson, Hocking, Athens, Fayette, Vinton and Highland Counties. The Center's Board consists of one member from each participating county that is appointed by the Juvenile Court Judge or a County Commissioner from each county. The joint Board selects the superintendent as the Center's administrator.

The Center's revenue is from per diem charges for inmates to the respective counties and a percent of the county tax base to the total tax base. Ross County is the fiscal officer of the Center. Pickaway County does not have any financial interest or responsibility. During 2000, Pickaway County contributed \$90,679 to the Center.

#### County Risk Sharing Authority (CORSA)

The County Risk Sharing Authority, Inc. (CORSA) is a jointly governed organization among forty-one counties in Ohio. CORSA was formed as an Ohio non-profit corporation for the purpose of establishing the CORSA Insurance/Self-Insurance Program, a group primary and excess insurance/self insurance and risk management program. Member counties agree to jointly participate in coverage of losses and pay all contributions necessary for the specified insurance coverages provided by CORSA. These coverages include comprehensive general liability, automobile liability, certain property insurance and public officials' errors and omissions liability insurance.

Each member County has one vote on all matters requiring a vote, to be cast by a designated representative. The affairs of the Corporation are managed by an elected board of not more than nine trustees. Only county commissioners of member counties are eligible to serve on the board. No county may have more than one representative on the board at any time. Each member county's control over the budgeting and financing of CORSA is limited to its voting authority and any representation it may have on the board of trustees. CORSA has issued certificates of participation in order to provide adequate cash reserves. The certificates are secured by the member counties' obligations to make coverage payments to CORSA. The participating counties have no responsibility for the payment of the certificates. The County does not have an equity interest in CORSA. The County's payment for insurance to CORSA in 2000 was \$171,404.

#### **NOTE 19 - RELATED ORGANIZATIONS**

#### Pickaway County Library

The Pickaway County District Library is statutorily created as a separate and distinct political subdivision of the State. Four trustees of the District Library are appointed by the County Commissioners, and three trustees are appointed by the judges of the Common Pleas Court. The board of trustees possesses its own contracting and budgeting authority, hires and fires personnel and does not depend on the County for operational subsidies. Due process is required to remove board members. No subsidies are provided by the County.

## NOTE 20 - RELATED PARTY TRANSACTION

#### Brooks Yates Center Diversified Opportunities, Inc.

Brooks Yates Center Diversified Opportunities, Inc. a discretely presented component unit of Pickaway County, received contributions from the County for facilities, certain equipment, transportation and salaries for administration, implementation and supervision of its program. These contributions are reflected as operating revenues and operating expenses at cost or fair market value as applicable, in the general purpose financial statements. In 2000, these contributions were \$94,930.

#### **NOTE 21 - SEGMENT INFORMATION FOR ENTERPRISE FUNDS**

The County maintains one enterprise fund which is intended to be self-supporting through user fees charged for services provided to consumers for sewage services. The component unit, Pickaway Diversified Industries Inc. was excluded because it is presented individually in the general purpose financial statements. Financial segment information as of and for the year ended December 31, 2000, is as follows:

	Pickaway County Sewer Fund
Operating Revenues	\$ 129,357
Operating Expenses Before Depreciation	75,165
Depreciation Expense	9,406
Operating Income	44,786
Non - Operating Revenues (Expenses):	
Interest and Fiscal Charges	(3,699)
Net Income	41,087
Current Contributed Capital:	
Tap - In Fees	4,000
Net Working Capital	47,997
Total Assets	229,187
Notes Payable	63,776
Total Fund Equity	146,625
Encumbrances Outstanding at	
December 31, 2000	\$ O

#### **NOTE 22 - CONTINGENT LIABILITIES**

The County has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies or their designee. These audits could lead to a request for reimbursement to the grantor agency for expenditures disallowed under terms of the grant. Based on prior experience, the County Commissioners believe such disallowances, if any, will be immaterial.

The County had several pending litigation cases at December 31, 2000. Management believes that the financial impact on the general purpose financial statements, if any, would not be significant.

#### NOTE 23 – PRIOR PERIOD ADJUSTMENT

Brooks Yates Center Diversified Opportunities, Inc., a discretely presented component unit of Pickaway County, underwent some structural organization changes during fiscal year 2000 that resulted in a previously unreported organization being incorporated into their operations. This change was incorporated into the component unit's financial statements. The net effect of bringing the balances on hand is recorded as an adjustment to beginning fund balance as follows:

Beginning fund balance – January 1, 2000	\$120,310
Adjustment for addition described above	25,354
Adjusted beginning fund balance – January 1, 2000	\$ <u>147,164</u>

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#### SCHEDULE OF FEDERAL AWARDS EXPENDITURES FOR THE YEAR ENDED DECEMBER 31, 2000

Federal Grantor/ Pass Through Grantor Program Title	Pass Through Entity Number	Federal CFDA Number	Expenditures
U.S. DEPARTMENT OF AGRICULTURE - NUTRITION CLUSTER Passed Through Ohio Department of Education NUTRITUION CLUSTER			
National School Breakfast Program National School Lunch Program	066191-03-PU-99 066191-03-PU-99	10.553 10.555	1,745 2,892
Total U.S. Department of Education - Nutrition Cluster			4,637
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT			
Passed Through Ohio Department of Development HOME Investment Partnerships Program	A-C-99-105-02 A-C-00-105-02	14.239	173,232
Community Development Block Grants/State's Program	B-C-99-060-1 B-C-00-060-1	14.228	311,447
Total U.S. Department of Housing and Urban Development			484,679
U.S. DEPARTMENT OF JUSTICE Passed Through State of Ohio Office of Attorney General Crime Victim Assistance	2001VAGENE095	16.575	11,949
Crime Victim Assistance	99VAGENE095T	16.575	36,711
Crime Victim Assistance	98VAGENE095X	16.575	16,541
Crime Victim Assistance			
	2001VADOME095X	16.575	4,923
Total Passed Through the State of Ohio Office of Attorney Genera Passed Through State of Ohio Office of Criminal Justice Services	u		70,124
Juvenile Accountability Incentive Block Grants	83-65-0000-0	16.523	33,962
Total U.S. Department of Justice			104,086
U.S. DEPARTMENT OF EDUCATION			
Passed Through Ohio Department of Education SPECIAL EDUCATION CLUSTER Grant to States		04.007	0.146
	066191-6B-SF-99P	84.027	9,146
Pre-School Grant	066191-PG-S1-98P/ 066191-PG-S1-99P	84.173	4,797 <u>3,781</u> 8,578
Total Special Education Cluster			17,724
Innovative Education Program Strategies	066191-C2-S1-99(A)	84.298	794
Total U.S. Department of Education			18,518
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Passed Through Ohio Department of Health and Human Services Special EducationGrants for Infants and Families with Disabiliti	es		51,122
Special Education-Grants for Infants and Families with Disabiliti	<b>es</b> 9203B	84.181	401
Total Passed Through Ohio Department of Health and Human Services			51,523
Passed Through Ohio Department of Mental Retardation and Developmental Disabilities			
Medical Assistance Program Title XIX Cluster		93.778	257,021
Title XX	2000	93.667	31,216
Total Passed Through Ohio Department of Mental Retardation and Developmental Disabilities			288,237
Passed Through Ohio Department of Jobs and Family Services Early Start		93.600	166,968
Total U.S. Department of Health and Human Services			166,968
U.S. DEPARTMENT OF LABOR Passed Through Ohio Department of Jobs and Family Services Job Training Partnership Act	Title 0-99-17-00-00	17.250	14,000
Total Federal Awards Expenditures			\$1,132,648
See Accompanying Notes to Schedule of Federal Awards			

See Accompanying Notes to Schedule of Federal Awards

## FINANCIAL CONDITION PICKAWAY COUNTY

#### NOTES TO THE SCHEDULE OF FEDERAL AWARDS EXPENDITURES FISCAL YEAR ENDED DECEMBER 31, 2000

## NOTE A--SIGNIFICANT ACCOUNTING POLICIES

The accompanying Schedule of Federal Awards Expenditures (the Schedule) summarizes activity of the County's federal award programs. The schedule has been prepared on the cash basis of accounting

## NOTE B—- MATCHING REQUIREMENTS

Certain Federal programs require that the County contribute non-Federal funds (matching funds) to support the Federally-funded programs. The County has complied with the matching requirements. The expenditure of non-Federal matching funds is not included on the Schedule.

## NOTE C- SUBRECIPIENTS

The County passes-through certain Federal Assistance received from the State of Ohio of Criminal Justice Services to not for profit agencies (subrecipients). As described in Note A, the County records expenditures of Federal Awards to subrecipients when paid in cash.



STATE OF OHIO OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

35 North Fourth Street Columbus, Ohio 43215 Telephone 614-466-3402 800-443-9275 Facsimile 614-728-7199 www.auditor.state.oh.us

## REPORT ON COMPLIANCE AND ON INTERNAL CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS

Board of Commissioners Pickaway County 207 S. Court Street Circleville, Ohio 43113

We have audited the general purpose financial statements of Pickaway County, Ohio (the County) as of and for the year ended December 31, 2000 and have issued our report thereon dated August 15, 2001, wherein we noted we did not audit the financial statements of Brooks Yates Center Diversified Opportunities, Inc. (the Center). Those financial statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Center, is based on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America 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 County'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 audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 2000-60665-001. We also noted certain immaterial instances of noncompliance that we have reported to management of the County in a separate letter dated August 15, 2001.

## Internal Control Over Financial Reporting

In planning and performing our audit, we considered County'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. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the County's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of findings as items 2000-60665-002 and 2000-60665-003.

Board of Commissioners Pickaway County Report of Independent Accountants on Compliance and on Internal Control Required by *Government Auditing Standards* Page 2

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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. We believe neither of the reportable conditions described above are a material weakness. We also 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 County in a separate letter dated August 15, 2001.

This report is intended for the information and use of the management, the Board of County Commissioners and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

JIM PETRO Auditor of State

August 15, 2001



STATE OF OHIO OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

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## REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO MAJOR FEDERAL PROGRAMS AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Commissioners Pickaway County 207 S. Court Street Circleville, Ohio 43113

## Compliance

We have audited the compliance of Pickaway County, Ohio (the County) with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement* that are applicable to each of its major federal programs for the year ended December 31, 2000. The County's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the County's management. Our responsibility is to express an opinion on the County's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance occurred with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program. An audit includes examining, on a test basis, evidence about the County's compliances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the County's compliance with those requirements.

As described in item 2000-60665-004 in the accompanying schedule of findings the County did not comply with requirements regarding Cash Management that are applicable to its Community Development Block Grant. Compliance with such requirements is necessary, in our opinion, for the County to comply with requirements applicable to that program.

In our opinion, except for the noncompliance described in the preceding paragraph, the County complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2000. We noted certain instances of noncompliance that do not require inclusion in this report that we have reported to management of the County in a separate letter dated August 15, 2001.

Board of Commissioners Pickaway County Report of Independent Accountants on Compliance with Requirements Applicable to Each Major Federal Program and Internal Control Over Compliance In Accordance With OMB Circular A-133 Page

#### **Internal Control Over Compliance**

The management of the County is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the County's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

We noted a matter involving the internal control over compliance and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over compliance that, in our judgment, could adversely affect the County's ability to administer a major federal program in accordance with applicable requirements of laws, regulations, contracts and grants. A reportable condition is described in the accompanying schedule of findings as item 2000-60665-005.

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 noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable condition described above is not a material weakness. We also noted other matters involving the internal control over federal compliance that do not require inclusion in this report that we have reported to management of the County in a separate letter dated August 15, 2001.

This report is intended for the information and use of the management, the Board of County Commissioners and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

JIM PETRO Auditor of State

August 15, 2001

## SCHEDULE OF FINDINGS DECEMBER 31, 2000

## OMB CIRCULAR A-133, SECTION .505

## **1. SUMMARY OF AUDITOR'S RESULTS**

(d)(1)(i)	Type of Financial Statement Opinion	Unqualified
(d)(1)(ii)	Were there any material control weakness conditions reported at financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	Yes
(d)(1)(iii)	Was there any reported material noncompliance at the financial statement level (GAGAS)?	Yes
(d)(1)(iv)	Were there any material internal control weakness conditions reported for major federal programs?	No
(d)(1)(iv)	Were there any other reportable internal control weakness conditions reported for major federal programs?	Yes
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Qualified
(d)(1)(vi)	Are there any reportable findings under Section .510?	Yes
(d)(1)(vii)	Major Programs (list):	Community Development Block Grant, CFDA #14.228 Medical Assistance Program,
		CFDA # 93.778
(d)(1)(viii)	Dollar Threshold: Type A/B Programs	Type A: > \$300,000 Type B: all others
(d)(1)(ix)	Low Risk Auditee?	No

#### SCHEDULE OF FINDINGS DECEMBER 31, 2000

#### OMB CIRCULAR A-133, SECTION .505 (Continued)

## 2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

**FINDING NUMBER** 

2000-60665-001

## **Fiscal Officer Certification**

Ohio Rev. Code Section 5705.41(D) states, in part, that no subdivision shall make any contract or order any expenditure of money unless the certificate of the fiscal officer is attached. The fiscal officer must certify that the amount required to meet such a commitment has been lawfully appropriated and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrance. The amount so certified shall be recorded against the applicable appropriation account.

This section also provides two exceptions to the above requirements:

- A. Then and Now Certificate If no certificate is furnished as required, upon receipt of the fiscal officer's certificate that a sufficient sum was, both at the time of the contract or order and at the time of the certificate, appropriated and free of any previous encumbrances, the County may authorize the issuance of a warrant in payment of the amount due upon such contract or order by resolution within 30 days from the receipt of such certificate, if such expenditure is otherwise valid.
- B. If the amount involved is less than one hundred dollars the fiscal officer may authorize it to be paid without the affirmation of the County Commissioners.

The County did not certify expenditures at the time of the purchase commitment in 50% of the expenditures examined. There was no evidence the County used a "then and now" certificate as allowable under sections A and B of Ohio Rev. Code Sections 5705.41(D).

We recommend the County obtain certification at the time of a purchase commitment. In those cases, when such certification is not obtained, the County should use the "then and now" provisions allowable under this section.

FINDING NUMBER	2000-60665-002
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#### Segregation-of-Duties, Utility Department

The same individual in the Utility Department performs the duties of billing customers, receiving payments, posting cash receipts to the utility department's subsidiary ledger, depositing the collected funds to the department bank account, and conducting additions, deletions and changes to the customer master file. These incompatible duties could prevent management from detecting errors, irregularities and the misappropriation of department assets.

We recommend the County, or the Utility department management, evaluate the current procedures used to process utility billings, collections, deposits, and general ledger postings to institute adequate segregation-of-duties within this cycle.

#### SCHEDULE OF FINDINGS DECEMBER 31, 2000

#### OMB CIRCULAR A-133, SECTION .505 (Continued)

#### 2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS (Continued)

**FINDING NUMBER** 

2000-60665-003

# Reconciliation of Medicaid Billings to Healthcare Billing Services Monthly Reports to Ensure Proper Matching

Contract providers' units of service billing for services rendered to eligible patients under the Medical Assistance Program (Medicaid) is provided to the County department of MRDD. The billing statements are forwarded to Heathcare Billing Services, by the County MRDD, for summarization and remitted to the Ohio Department of MRDD for reimbursement. During the County's fiscal year ended December 31, 2000, the units of service remittance to Ohio Department of MRDD were not reconciled to the actual billings remitted for reimbursement, prepared by Healthcare Billing Services, or the cash collections received by the County. This weakness could allow the County to not receive their proportional reimbursement amount.

The units of service statements remitted to Healthcare Billing Services each month submitted to Ohio Department of MRDD for reimbursement should be reconciled to the units actually billed by Healthcare Billing Services each month and to the subsequent cash collections. If the units of service sent to Healthcare Billing Services are not reconciled to those actually billed and collected the potential exists for billing errors to go undetected, and therefore loss of revenues to occur.

We recommend the units of service billings statements remitted to Healthcare Billing Services be reconciled to those actually billed by Healthcare Billing Services each month and the reimbursement monies received by the County MRDD.

## 3. FINDINGS FOR FEDERAL AWARDS

FINDING NUMBER	2000-60665-004
CFDA Title and Number	Community Development Block Grant CFDA # 14.228
Federal Award Number/ Year	B-C-99-060-1 B-F-00-060-1
Federal Agency	U.S. Department of Housing and Development
Pass-Through Agency	Ohio Department of Development

#### SCHEDULE OF FINDINGS DECEMBER 31, 2000

#### OMB CIRCULAR A-133, SECTION .505 (Continued)

#### 3. FINDINGS FOR FEDERAL AWARDS (Continued)

#### FINDING NUMBER

2000-60665-004 (Continued)

#### Cash Management

24 CFR 92.502 and Section (A)(3)(f) of the Ohio Department of Development Office of Housing and Community Partnership's Management Rules and Regulations Handbook, requires grantees to develop a cash management system that ensures compliance with the 15-Day Rule relating to prompt disbursement of funds. This rule states that funds drawn down should be limited to amounts that will enable the grantee to disburse the funds on-hand to a balance of less than \$5,000 within fifteen days of receipt of any funds. If the federal funds are not disbursed within fifteen days of receipt and the balance is not maintained at an amount less than \$5000, the County is in noncompliance with federal requirements.

The grant agreements executed August 27,1999 and September 20, 2000, between Pickaway County and the State of Ohio Department of Development, for the grant periods August 1, 1999 through July 11, 2001 and September 1, 2000 through February 28, 2002, respectively, states in "Statement of the Agreement", Section 3, "...if the funds are not expended in accordance with terms, condition and time period set forth in the (grant) agreement..." the amounts improperly expended or not expended shall be returned to the Grantor (Ohio Department of Development) within thirty (30) days of termination of the agreement.

The County requested and received draw downs for the period of February 20, 2000 through December 20, 2000. During this period the County maintained a cash balance of \$17,717. These monies were not disbursed within 15 days of the receipt to bring the balance to less then \$5,000. The County earned \$213.95 in interest on these monies.

We recommend the County implement control procedures to ensure monies received are disbursed within 15 days and to an amount less than \$5,000.

FINDING NUMBER	2000-60665-005
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CFDA Title and Number	Medical Assistance Program ( Medicaid -Title XIX) CFDA #93.778
Federal Award Number/ Year	N/A
Federal Agency	U. S Department of Health and Human Services
Pass-Through Agency	Ohio Department of MRDD

#### **Matching Requirement**

See finding related to the financial statements required to be reported under GAGAS number 2000-60665-003; this finding is also required to be reported under OMB Circular A-133 §.505(d)(3).

## STATUS OF PRIOR AUDIT FINDINGS DECEMBER 31, 2000

Finding Number	Finding Summary	Fully Corrected?	Not corrected; describe reason
1999-60665-002	County did not reconcile billings submitted to Billing Services for reimbursement from Ohio Department of MRDD to ensure billed amounts were in agreement to program percentage allocation of local and federal sources, and collections were reasonable to billed amounts.	Not Corrected	The audit report dated July 28, 2000 was reissued August 15, 2001 w i t h t h i s recommendation.



STATE OF OHIO OFFICE OF THE AUDITOR

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# **PICKAWAY COUNTY FINANCIAL CONDITION**

# **PICKAWAY 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 Babbett

CLERK OF THE BUREAU

CERTIFIED SEPTEMBER 18, 2001