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Delaware-Morrow Mental Health and Recovery Services Board Delaware County 40 North Sandusky Street, Suite 301 Delaware, Ohio 43015

To the Members of the Board:

As you are aware, the Auditor of State's Office (AOS) must modify the *Independent Accountants' Report* we provide on your financial statements due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA). While AOS does not legally require your Board to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. Our Report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the amounts the statements present are misstated under the non-GAAP basis you follow. The AOS report also includes an opinion on the financial statements you prepared using the cash basis and financial statement format the AOS permits.

Betty Montgomery Auditor of State

Betty Montgomery

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INDEPENDENT ACCOUNTANTS' REPORT

Delaware-Morrow Mental Health and Recovery Services Board Delaware County 40 North Sandusky Street, Suite 301 Delaware, Ohio 43015

To the Members of the Board:

We have audited the accompanying financial statement of the Delaware-Morrow Mental Health and Recovery Services Board, Delaware County, Ohio, (the Board) as of and for the year ended December 31, 2004. This financial statement is the responsibility of the Board's management. Our responsibility is to express an opinion on this financial statement based on our audit.

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 the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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 statement. 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 our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Board has prepared its financial statement using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statement of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Revisions to GAAP would require the Board to reformat its financial statement presentation and make other changes effective for the year ended December 31, 2004. While the Board does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to the new GAAP presentation requirements. The Auditor of State permits, but does not require governments to reformat their statements. The Board has elected not to reformat its statements. Since this Board does not use GAAP to measure financial statement amounts, the following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State permits. Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statement referred to above for the year ended December 31, 2004 does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Board as of December 31, 2004, or its changes in financial position for the year then ended.

35 N. Fourth St. / Second Floor / Columbus, OH 43215 Telephone: (614) 466-3402 (800) 443-9275 Fax: (614) 728-7199 www.auditor.state.oh.us Delaware-Morrow Mental Health and Recovery Services Board Delaware County Independent Accountants' Report Page 2

Also, in our opinion, the financial statement referred to above presents fairly, in all material respects, the cash balance and reserves for encumbrance of the Board, as of December 31, 2004, and its cash receipts and disbursements for the year then ended on the accounting basis Note 1 describes.

The aforementioned revision to generally accepted accounting principles also requires the Board to include Management's Discussion and Analysis for the year ended December 31, 2004. The Board has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 27, 2005, on our consideration of the Board's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

We conducted our audit to opine on the financial statement. The U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* require presenting the Schedule of Federal Awards Expenditures. The schedule is not a required part of the financial statement. We subjected the federal awards expenditure schedule to the auditing procedures applied in the audit of the financial statement. In our opinion, this information is fairly stated in all material respects in relation to the financial statement taken as a whole.

Betty Montgomery Auditor of State

Betty Montgomeny

STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGE IN CASH BALANCE FOR THE YEAR ENDED DECEMBER 31, 2004

| Cash Receipts: | |
|--|-------------|
| Taxes | \$4,109,675 |
| Grants | 7,502,268 |
| Other Receipts | 208,236 |
| Total Cash Receipts | 11,820,179 |
| Cash Disbursements: | |
| Current: | |
| Salaries | 385,593 |
| Benefits | 113,963 |
| Operating | 872,168 |
| Contracts - Services | 9,036,135 |
| Total Cash Disbursements | 10,407,859 |
| Total Receipts Over Disbursements | 1,412,320 |
| Cash Balance, January 1 | 5,402,941 |
| Cash Balance, December 31 | \$6,815,261 |
| Reserves for Encumbrances, December 31 | \$415,636 |

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

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NOTES TO THE FINANCIAL STATEMENT DECEMBER 31, 2004

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Delaware-Morrow Mental Health and Recovery Services Board, Delaware County, Ohio, (the Board) is a body corporate and politic established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Board is a joint venture between Delaware and Morrow Counties and has a responsibility for development, coordinated continuation and ongoing modernization, funding, monitoring, and evaluation of community based mental health and substance abuse programming. The Board is directed by a fifteen-member Board. Board members are appointed by the legislative authorities of the political subdivisions making up the Board. Those subdivisions are the Ohio Department of Mental Health, the Ohio Department of Alcohol and Drug Addiction Services, and the Delaware and Morrow County Commissioners. The Board provides alcohol, drug addiction and mental health services and programs to citizens of the Board. These services are provided primarily through contracts with private and public agencies. The Board exercises total control of the operation, including budgeting, appropriation, contracting, and design management.

The Board's management believes this financial statement presents all activities for which the Board is financially accountable.

B. Basis of Accounting

This financial statement follows the basis of accounting the Auditor of State prescribes or permits. This accounting basis is similar to the cash receipts and disbursements basis. The Board recognizes receipts when received in cash rather than when earned and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

The statement includes adequate disclosure of material matters, as the Auditor of State prescribes or permits.

C. Cash

As Ohio law requires, the Delaware County Treasurer is custodian for the Board's cash. The Board's assets are held in the County's cash and investment pool, and are valued at the County Treasurer's carrying amount. At December 31, 2004, the Board's share of the County's cash and investment pool was \$6,815,261. All risk associated with deposits and investments held at the Treasurer's Office are the responsibility of the County.

D. Budgetary Process

The Ohio Revised Code requires the Board to budget each fund annually.

1. Appropriations

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

NOTES TO THE FINANCIAL STATEMENT DECEMBER 31, 2004 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Budgetary Process (Continued)

2. Estimated Resources

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

3. Encumbrances

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

A summary of 2004 budgetary activity appears in Note 2.

E. Property, Plant, and Equipment

The Board records disbursements for acquisitions of property, plant, and equipment when paid. These items are not reflected as assets on the accompanying financial statement.

F. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under Board's basis of accounting.

2. BUDGETARY ACTIVITY

Budgetary activity for the year ending December 31, 2004 follows:

| 2004 Budgeted vs. Actual Receipts | | | | |
|-----------------------------------|--------------|-----------|--|--|
| Budgeted Actual | | | | |
| Receipts | Receipts | Variance | | |
| \$10,976,191 | \$11,820,179 | \$843,988 | | |

| 2004 Budgeted vs. Actual Budgetary Basis Expenditures | | | |
|---|--------------|-------------|--|
| Appropriation | Budgetary | | |
| Authority | Expenditures | Variance | |
| \$12,493,363 | \$10.823,495 | \$1,669,868 | |

NOTES TO THE FINANCIAL STATEMENT DECEMBER 31, 2004 (Continued)

3. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which the Board adopts rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Grants. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due December 31. The second half payment is due the following June 20.

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

The Delaware and Morrow County Treasurers collect property taxes on behalf of all taxing districts within their County and are responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Board. Mental Health levy taxes collected in Morrow County are paid to the Delaware County, Treasurer, who is the fiscal agent of the Board.

4. RETIREMENT SYSTEM

The Board's employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes retirement benefits, including postretirement healthcare, and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For 2004, OPERS members contributed 8.5 percent of their gross salaries. The Board contributed an amount equal to 13.55 percent of participants' gross salaries. The Board has paid all contributions required through December 31, 2004.

5. RISK MANAGEMENT

The Board has obtained commercial insurance for the following risks:

- Comprehensive property and general liability
- Employee Dishonesty; and
- Directors and Officers Liability.

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

NOTES TO THE FINANCIAL STATEMENT DECEMBER 31, 2004 (Continued)

6. CONTINGENT LIABILITIES

Amounts received from grantor agencies are subject to audit and adjustment by the grantor, principally the federal government. Any disallowed costs may require refunding to the grantor. Amounts which may be disallowed, if any, are not presently determinable.

Potential overpayments of both federal and local monies, caused by duplicate billings, made to the Central Ohio Mental Health Center (COMHC) have been identified, in the audit conducted by COMHC's independent auditors. COMHC is a sub-recipient of the Board providing mental health services. The Board would be liable for these overpayments to the extent of local monies provided and any monies unrecoverable by the COMHC. The Ohio Department of Mental Health has initiated an investigation to assess the potential overpayments and to what extent such overpayments occurred. The amount of any potential overpayments has not been determined as of September 27, 2005.

SCHEDULE OF FEDERAL AWARDS EXPENDITURES FOR THE YEAR ENDED DECEMBER 31, 2004

| FEDERAL GRANTOR/ Pass Through Grantor Program Title | Pass Through Entity Number | Federal CFDA Number | Disbursements |
|--|----------------------------------|---------------------------|---------------|
| U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES | | | |
| Passed Through Ohio Department of Mental Health | | | |
| Social Services Block Grant | C-8-00-08 | 93.667 | \$ 74,148 |
| Community Mental Health Services Block Grant | | 93.958 | |
| Alternative Care for Teens | N/A | | 8,544 |
| Community Block Grant | N/A | | 50,912 |
| Suicide Prevention Block Grant | N/A | | 5,000 |
| Childrens Block Grant | N/A | | 6,709 |
| Olweus Bullying Prevention Program | N/A | | 7,125 |
| Total Community Mental Health Services Block Grant | | | 78,290 |
| Medical Assistance Program | N/A | 93.778 | 2,363,061 |
| Passed Through Ohio Department of Alcohol and Drug Addiction Services: | | | |
| Medical Assistance Program | N/A | 93.778 | 303,470 |
| Total Medical Assistance Program | | | 2,666,531 |
| Substance Abuse Prevention and Treatment Block Grant | | 93.959 | |
| Treatment Block Grant | N/A | | 391,539 |
| Prevention Block Grant | N/A | | 179,606 |
| Youth Led Prevention | N/A | | 2,790 |
| Mentoring Project | N/A | | 112,992 |
| Women's 10% Setaside Grant | N/A | | 116,178 |
| Total Substance Abuse Prevention and Treatment Block Grant | | | 803,105 |
| Total U.S. Department of Health and Human Services | | | 3,622,074 |
| U.S. DEPARTMENT OF EDUCATION Passed Through Ohio Department of Alcohol and Drug Addiction Services: | | | |
| Drug Free Schools and Communities | N/A | 84.186 | 157,334 |
| Total Federal Awards Expenditures | | | \$ 3,779,408 |

The accompanying notes to this schedule are an integral part of this schedule.

NOTES TO THE SCHEDULE OF FEDERAL AWARDS EXPENDITURES FOR THE YEAR ENDED DECEMBER 31, 2004

NOTE A - SIGNIFICANT ACCOUNTING POLICIES

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

NOTE B— SUBRECIPIENTS

The Board passes-through certain Federal assistance received from the Ohio Department of Mental Health and the Ohio Department of Alcohol and Drug Addiction Services to other governments or not-for-profit agencies (sub-recipients). As described in Note A, the Board records expenditures of Federal awards to sub-recipients when paid in cash.

For each federal program listed on the Schedule, 100% of the expenditures were passed through to sub-recipients.

The sub-recipient agencies have certain compliance responsibilities related to administering these Federal Programs. Under Federal Circular A-133, the Board is responsible for monitoring sub-recipients to help assure that Federal awards are used for authorized purposes in compliance with laws, regulations and the provisions of contracts or grant agreements, and that performance goals are achieved.

NOTE C -- MATCHING REQUIREMENTS

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



INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY GOVERNMENT AUDITING STANDARDS

Delaware-Morrow Mental Health and Recovery Services Board Delaware County 40 North Sandusky Street, Suite 301 Delaware, Ohio 43015

To the Members of the Board:

We have audited the financial statement of the Delaware-Morrow Mental Health and Recovery Services Board, Delaware County, Ohio, (the Board) as of and for the year ended December 31, 2004, and have issued our report thereon dated September 27, 2005, wherein we noted the Board follows accounting practices the Auditor of State permits rather than accounting principles generally accepted in the United States of America. 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 the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Board's internal control over financial reporting to determine our auditing procedures to express our opinion on the financial statement and not to opine on the internal control over financial reporting. Our consideration of the internal control would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable 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 caused by error or fraud in amounts material to the financial statement we audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider material weaknesses.

Compliance and Other Matters

As part of reasonably assuring whether the Board's financial statement is free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect 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 an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

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We intend this report solely for the information and use of the finance committee, management, Members of the Board, federal awarding agencies, and pass-through entities. It is not intended for anyone other than these specified parties.

Betty Montgomery Auditor of State

Betty Montgomery



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

Delaware-Morrow Mental Health and Recovery Services Board Delaware County 40 North Sandusky Street, Suite 301 Delaware, Ohio 43015

To Members of the Board:

Compliance

We have audited the compliance of Delaware-Morrow Mental Health and Recovery Services Board, Delaware County, Ohio, (the Board) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133, *Compliance Supplement* that apply to each of its major federal programs for the year ended December 31, 2004. The summary of auditor's results section of the accompanying schedule of findings identifies the Board's major federal programs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each major federal program is the responsibility of the Board's management. Our responsibility is to express an opinion on the Board'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 reasonably assure whether noncompliance occurred with the types of compliance requirements referred to above that could directly and materially affect a major federal program. An audit includes examining, on a test basis, evidence about the Board's compliance with those requirements and performing other procedures we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Board's compliance with those requirements.

In our opinion, the Board complied, in all material respects, with the requirements referred to above that apply to each of its major federal programs for the year ended December 31, 2004.

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Internal Control Over Compliance

The Board's management 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 Board's internal control over compliance with requirements that could directly and materially affect a major federal program 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.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable 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 caused by error or fraud that would be material in relation to a major federal program being audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

We intend this report solely for the information and use of the finance committee, management, Members of the Board, federal awarding agencies, and pass-through entities. It is not intended for anyone other than these specified parties.

Betty Montgomery Auditor of State

Betty Montgomery

SCHEDULE OF FINDINGS OMB CIRCULAR A-133 § .505 DECEMBER 31, 2004

1. SUMMARY OF AUDITOR'S RESULTS

| (d)(1)(i) | Type of Financial Statement Opinion | Adverse: GAAP, Unqualified: Regulatory basis |
|--------------|--|---|
| (d)(1)(ii) | Were there any material control weakness conditions reported at the financial statement level (GAGAS)? | No |
| (d)(1)(ii) | Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)? | No |
| (d)(1)(iii) | Was there any reported material noncompliance at the financial statement level (GAGAS)? | No |
| (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? | No |
| (d)(1)(v) | Type of Major Programs' Compliance Opinion | Unqualified |
| (d)(1)(vi) | Are there any reportable findings under § .510? | No |
| (d)(1)(vii) | Major Programs (list): | CFDA #93.778-Medical Assistance Program CFDA #93.959 Substance Abuse Prevention and Treatment Block Grant |
| (d)(1)(viii) | Dollar Threshold: Type A\B Programs | Type A: > \$ 300,000 Type B: all others |
| (d)(1)(ix) | Low Risk Auditee? | No |

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

None

3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None

SCHEDULE OF PRIOR AUDIT FINDINGS OMB CIRCULAR A-133 § .315(b) DECEMBER 31, 2004

| Finding Number | Finding Summary | Fully Corrected? | Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i> |
|-------------------|-------------------------|---------------------|---|
| 2003-001 | Subrecipient Monitoring | Yes | The Board actively monitored subrecipients. An investigation is ongoing to determine the extent of subrecipient duplicate billings from previous years. |



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DELAWARE-MORROW MENTAL HEALTH AND RECOVERY SERVICES BOARD

DELAWARE 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.

CLERK OF THE BUREAU

Susan Babbitt

CERTIFIED OCTOBER 18, 2005