

RICHLAND COUNTY REGIONAL PLANNING COMMISSION

INDEPENDENT AUDITOR'S REPORT

FOR THE FISCAL YEAR ENDED JUNE 30, 2005



**Auditor of State
Betty Montgomery**

Board of Commissioners
Richland County Regional Planning Commission
35 North Park Street, Suite 230
Mansfield, Ohio 44902

We have reviewed the *Independent Auditor's Report* of the Richland County Regional Planning Commission, Richland County, prepared by Varney, Fink & Associates, Inc., for the audit period July 1, 2004 through June 30, 2005. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

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

A handwritten signature in cursive script that reads "Betty Montgomery".

BETTY MONTGOMERY
Auditor of State

May 30, 2006

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**RICHLAND COUNTY REGIONAL PLANNING COMMISSION
FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005**

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INDEPENDENT AUDITOR'S REPORT

Board of Commissioners
Richland County Regional Planning Commission
35 North Park Street, Suite 230
Mansfield, Ohio 44902

We have audited the accompanying financial statements of the business-type activities of the Richland County Regional Planning Commission (the Commission), Mansfield, Ohio, as of and for the year ended June 30, 2005, which comprise the Commission's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these financial statements 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 *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 provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the Richland County Regional Planning Commission, as of June 30, 2005, and the respective changes in financial position and cash flows 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 March 31, 2006, on our consideration of the Commission'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. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of the testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

INDEPENDENT AUDITOR'S REPORT (continued)

The Management's Discussion and Analysis on pages 3 through 6 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion thereon.

VARNEY, FINK & ASSOCIATES, INC.
Certified Public Accountants

March 31, 2006

Richland County Regional Planning Commission

Management's Discussion and Analysis

For the Year Ended June 30, 2005

Unaudited

The discussion and analysis of the Richland County Regional Planning Commission's (the "Commission") financial performance provides an overall review of the Commission's financial activities for the year ended June 30, 2005. The intent of this discussion and analysis is to look at the Commission's financial performance as a whole. Readers should also review the Notes to the Financial Statements and the basic financial statements to enhance their understanding of the Commission's financial performance.

Financial Highlights

Key financial highlights for 2005 are as follows:

- In total, the Commission's net assets increased \$16,938, which represents a 10.19% increase from 2004. This increase is due to increased revenue sources.
- Total assets increased \$25,305, which represents a 10.30% increase from 2004. This increase is due to an increase in the year end accounts receivable that resulted from the allocation of an additional \$20,000 to the organization in January 2005, for the transportation planning program. This addition in the middle of the fiscal year triggered an effort to expand the transportation planning effort, with the hiring of a new staff person in mid April.
- Liabilities increased by \$8,367, which represents a 10.55% increase from 2004. The increase was mainly due to a reduction of compensated absences.
- Operating revenues increased by \$19,788, which represents a 3.66% increase due mainly to additional Federal funding.
- Operating expenses increased by \$24,835 or 4.75%, due mainly to salary and benefit costs.

Using this Annual Financial Report

This annual report consists of three parts, the Management's Discussion and Analysis, the Financial Statements and the Notes to the Basic Financial Statements. The Financial Statements include a Statement of Net Assets, a Statement of Revenues, Expenses and Changes in Net Assets and a Statement of Cash Flows.

Statement of Net Assets

The Statement of Net Assets looks at how well the Commission has performed financially from inception through June 30, 2005. This Statement includes all of the assets, liabilities and net asset balances using the accrual basis of accounting, which is the accounting method used by most private-sector companies. This basis of accounting takes into account all revenues earned and expenses incurred during the year, regardless as to when the cash is received or expended.

The following schedule provides a summary of the Commission’s Statement of Net Assets for fiscal years ended June 30, 2005 and June 30, 2004:

	<u>2005</u>	<u>2004</u>
Assets		
Current Assets	\$250,464	\$219,359
Non-Current Assets	<u>20,469</u>	<u>26,269</u>
Total Assets	<u>\$270,933</u>	<u>\$245,628</u>
Liabilities		
Current Liabilities	<u>\$87,705</u>	<u>\$79,338</u>
Net Assets		
Invested in Capital Assets, Net	\$20,469	\$26,269
Unrestricted	<u>162,759</u>	<u>140,021</u>
Total Net Assets	<u><u>\$183,228</u></u>	<u><u>\$166,290</u></u>

Net assets increased \$16,938, Unrestricted Net Assets increased \$22,738 while Invested in Capital Assets Net of Related Debt decreased by \$5,800 due mainly to depreciation.

Statement of Revenues, Expenses and Changes in Net Assets

The Statement of Revenues, Expenses and Changes in Net Assets report operating and non-operating activities for the fiscal year ended June 30, 2005.

The following schedule provides a summary of the Commission’s Statement of Revenues, Expenses and Changes in Net Assets for fiscal years ended June 30, 2005 and June 30, 2004:

	<u>2005</u>	<u>2004</u>
Revenues		
Federal	\$242,971	\$227,867
State	30,371	28,483
Local Governments	282,615	280,877
Other	<u>5,194</u>	<u>4,136</u>
Total Revenues	<u>\$561,151</u>	<u>\$541,363</u>

	2005	2004
Expenses		
Salaries and Wages	\$352,006	\$342,652
Employee Benefits	103,389	97,684
Staff Expenses	9,964	6,683
Materials and Supplies	26,062	24,500
Contractual Services	17,798	11,282
Occupancy and Other	31,082	30,750
Depreciation	7,358	9,273
	<hr/>	<hr/>
Total Expenses	\$547,659	\$522,824
	<hr/>	<hr/>
Operating Income	\$13,492	\$18,539
Net Non-Operating Revenues (Expenses)	3,446	431
Net Income	16,938	18,970
Net Assets at Beginning of Year	\$166,290	\$147,320
	<hr/>	<hr/>
Net Assets at End of Year	<u>\$183,228</u>	<u>\$166,290</u>

Revenues increased by \$19,788. There was an \$1,888 increase in State funds in 2005, and an increase in, Federal funding of \$15,104. Expenses increased by \$24,835 due mainly to increased salaries and benefits.

Capital Assets

As of June 30, 2005, the Commission had capital assets of \$20,469 invested in furniture and equipment. This is a \$5,800 decrease over June 30, 2004. For more information on capital assets, please see Note 3 to the Financial Statements.

Current Financial Issues

The Federal Transportation Bill expired in October, 2003. The Bill provides transportation planning funds that comprise the majority of the Commission Budget. Continuing resolutions have kept the funding coming, but it is not clear as to what amounts to anticipate in the future. A slight increase has been allocated for fiscal year 2006 and fiscal year 2007.

Contacting the Commission’s Financial Management

This financial report is designed to provide a general overview of the Commission’s finances and to show the Commission’s accountability for the monies it receives. If you have any questions about this report or need additional information, please contact Richard D. Adair, Executive Director, Richland County Regional Planning Commission, 35 North Park Street, Suite 230, Mansfield, OH 44902, 419-774-5684.

Richland County Regional Planning Commission
Richland County
Statement of Net Assets
As of June 30, 2005

Assets	
Current Assets	
Cash in Richland County Treasury	\$93,623
Accounts Receivable:	
Federal	59,731
State	7,466
Local Government	89,281
Other	363
Total Receivables	<u>156,841</u>
Total Current Assets	250,464
Non-Current Assets	
Capital Assets (Net of Accumulated Depreciation)	<u>20,469</u>
Total Assets	<u>270,933</u>
Liabilities	
Accounts Payable	29,725
Intergovernmental Payable	6,529
Accrued Wages and Benefits	16,593
Compensated Absences	<u>34,858</u>
Total Liabilities	<u>87,705</u>
Net Assets	
Invested in Capital Assets, Net of Related Debt	20,469
Unrestricted	<u>162,759</u>
Total Net Assets	<u><u>\$183,228</u></u>

The accompanying notes are an integral part of the financial statements.

Richland County Regional Planning Commission
Richland County
Statement of Revenues, Expenses and Changes in Net Assets
For the Fiscal Year Ended June 30, 2005

Operating Revenues	
Federal	\$242,971
State	30,371
Local Government	282,615
Other	<u>5,194</u>
 Total Operating Revenues	 <u>561,151</u>
Operating Expenses	
Salaries and Wages	352,006
Employee Benefits	103,389
Staff Expenses	9,964
Materials and Supplies	26,062
Contractual Services	17,798
Occupancy and Other	31,082
Depreciation	<u>7,358</u>
 Total Operating Expenses	 <u>547,659</u>
 Operating Income	 <u>13,492</u>
Non-Operating Revenues (Expenses)	
Special Vision Project Receipts	22,756
GIS Consortium Receipts	30,910
Special Vision Project Expenses	(19,736)
GIS Consortium Expenses	<u>(30,484)</u>
 Total Non-Operating Revenues (Expenses)	 <u>3,446.00</u>
 Net Income	 16,938
 Net Assets at Beginning of Year (Restated, See Note 9)	 <u>166,290</u>
 Net Assets at End of Year	 <u><u>\$183,228</u></u>

The accompanying notes are an integral part of the financial statements.

Richland County Regional Planning Commission
Richland County
Statement of Cash Flows
For the Fiscal Year Ended June 30, 2005

Increase (Decrease) in Cash

Cash Flows from Operating Activities

Cash Received from Federal Sources	\$225,124
Cash Received from State Sources	28,141
Cash Received from Local Sources	222,668
Cash Payments to Suppliers for Goods and Services	(75,988)
Cash Payments to Employees for Services	(454,417)
Other Operating Revenues	5,218

Net Cash (Used) by Operating Activities (49,254)

Cash Flows from Noncapital Financing Activities

Cash Received from Local Sources	62,419
Non-Operating Payments	(51,913)

Net Cash Provided by Noncapital Financing Activities 10,506

Cash Flows from Capital and Related Financing Activities

Payments for Capital Acquisitions	(1,559)
Net Cash (Used) by Related Financing Activities	(1,559)

Net (Decrease) in Cash (40,307)

Cash at Beginning of Year 133,930

Cash at End of Year \$93,623

Reconciliation of Operating Income to Net Cash (Used) by Operating Activities

Operating Income \$16,938

Adjustments to Reconcile Operating Income to Net Cash (Used) by Operating Activities

Depreciation	7,358
(Increase) Decrease in Operating Assets:	
Accounts Receivable	(80,165)
Increase (Decrease) in Operating Liabilities:	
Accounts Payable	10,733
Accrued Wages and Benefits	2,469
Compensated Absences	(5,234)
Intergovernmental Payable	(1,353)

Total Adjustments (66,192)

Net Cash (Used) by Operating Activities (\$49,254)

See accompanying notes to the basic financial statements

**RICHLAND COUNTY REGIONAL PLANNING COMMISSION
RICHLAND COUNTY
NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005**

NOTE 1 - DESCRIPTION OF THE ENTITY

The Richland County Regional Planning Commission (the Commission) was organized in 1959 under Section 713.21 of the Ohio Revised Code to promote land use and transportation planning. The Commission provides services for the benefit of the local governments and operates under the control of the Planning Commission, which is the legislative authority, comprised of representatives from political subdivisions and private businesses in Richland County.

In accordance with the Governmental Accounting Standards Board (GASB) Statement No. 14, "The Reporting Entity", the Commission is not considered part of the Richland County financial reporting entity. There are no agencies or organizations for which the Commission is considered the primary government. Accordingly, the Commission is the sole organization of the reporting entity.

The Commission maintains its own set of accounting records. These financial statements were prepared from the accounts and financial records of the Commission and, accordingly, these financial statements do not present the financial position or results of operations of Richland County.

The accompanying financial statements have been designed to facilitate an understanding of the financial position and results of operations of the Commission. The activity of the Commission is determined by an overall work program which is approved by the Commission's Board and the Ohio Department of Transportation. All revenue and related costs are accounted for on a project basis. The financial information contained in these statements is the responsibility of the Commission.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Commission have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental organizations. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The Commission also applies Financial Accounting Standards Board (FASB) statements and interpretations issued after November 30, 1989, provided they do not conflict with or contradict GASB pronouncements. The more significant of the Commission's accounting policies are described below.

A. Basis of Presentation

Enterprise accounting is used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or 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.

RICHLAND COUNTY REGIONAL PLANNING COMMISSION
RICHLAND COUNTY
NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by its measurement focus. Enterprise accounting uses a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities are included on the Statement of Net Asset. Operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

Basis of accounting refers to when revenues and expenses are recognized in the financial records and reported in the financial statements. The Commission's financial statements are prepared using the accrual basis of accounting. Revenues resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded when the exchange takes place. Revenues resulting from nonexchange transactions, in which the Commission receives value without directly giving equal value in return, such as grants and entitlements are recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the fiscal year when the resources are required to be used or the fiscal year when use is first permitted; matching requirements, in which the Commission must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Commission on a reimbursement basis. Expenses are recognized at the time they are incurred.

C. Cash Deposits

As required by Section 713.21, Ohio Revised Code, the Commission must deposit all receipts in the Richland County Treasury. The County Treasurer maintains a cash and investment pool used for all County and Commission funds. The Commission has no other cash deposits or investments and does not receive interest income on its cash balances held in the County Treasury.

Pursuant to Section 135.181, Ohio Revised Code, the County's deposits are covered by collateral held by third party trustees in collateral pools securing all public funds on deposit with specific depository institutions. In accordance with GASB Statement No. 3, "Deposits with Financial Institutions, Investments (including Repurchase Agreements) and Reverse Repurchase Agreements", all deposits are classified as to risk.

The following risk categories most typically used are:

1. Insured or collateralized with securities held by the entity or by its agent in the entity's name.
2. Collateralized with securities held by the pledging financial institution's trust department or agent in the entity's name.
3. Uncollateralized, including any bank balance that is collateralized with securities held by the pledging financial institution or by its trust department or agent but not in the entity's name.

**RICHLAND COUNTY REGIONAL PLANNING COMMISSION
RICHLAND COUNTY
NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Investments

The Ohio Revised Code does not provide the Commission the power to make or hold investments other than the deposits in the Richland County Treasury explained above.

E. Capital Assets and Depreciation

Furniture and equipment items are stated at cost and are depreciated on the straight line method over their estimated useful lives that range from three to ten years. Donated furniture and equipment is recorded at fair market value on the date donated. Upon sale or disposition of furniture and equipment, the cost and related depreciation are removed from the accounts and any gain or loss is recognized.

F. Indirect Costs

Indirect costs are computed in accordance with OMB Circular A-87 under a cost allocation plan approved by the Ohio Department of Transportation.

G. Budgetary Accounting

The accounting principles employed by the Commission in its budgetary accounting and reporting are the same as those used to present financial statements in accordance with generally accepted accounting principles. Outlined below are the annual procedures the Commission follows to establish the expense data reported in the financial statements:

In December or January, the Commission receives a preliminary indication of the funding mark from the Federal Highway Administration (FhWA) and the Federal Transit Administration (FTA), through the Ohio Department of Transportation (ODOT).

In January and February the Commission begins drafting the Overall Work Program (OWP) for the coming fiscal year (July 1 through June 30). The funding resources from FhWA, FTA and ODOT are assigned to appropriate work elements. Remaining anticipated local funds are allocated to local service work elements. The OWP also incorporates activities and funding that support the various services provided by the Commission.

**RICHLAND COUNTY REGIONAL PLANNING COMMISSION
RICHLAND COUNTY
NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

By April, the Commission receives feedback on the draft OWP, and is aware of the appropriation from the two largest local governments (Commission of the City of Mansfield and Richland County). The final OWP is prepared, including work elements to be completed, the costs associated with each of these elements, the staff resources and time allocation necessary to complete the work program, and the other direct and indirect costs associated with the work program, and the operation of the Planning Commission. Final approval on the OWP is made by the Commission at its May meeting, and generally ODOT/FhWA/FTA approval comes near the start of the fiscal year.

The OWP is the instrument in which the Indirect Cost Allocation Plan is presented allocating indirect costs to all programs on the basis of a percentage of direct time.

In June of each year, the Executive Committee reviews a budget drawn from the OWP. This budget lists anticipated expenses by type as well as by program.

Budget categories for expense are salaries (including vacation, holidays and sick time), payroll additives, expenses, equipment, supplies, contractual and occupancy.

The Executive Committee meets monthly and reviews a financial report which presents monthly expenses by type and program, as well as for the fiscal year to date. It also tracks the actual indirect costs and provides a comparison to the OWP approved rate.

Throughout the year, the Executive Committee has the opportunity to amend the approved budget if it appears that the original estimates were incorrect. Generally, if an amendment is required, the Commission will try to make it near the end of the fiscal year.

H. Cash Equivalents

For the purposes of the statement of cash flows, the Commission considers all cash held by the Richland County Treasury to be cash equivalents since they are available to the Commission upon demand.

**RICHLAND COUNTY REGIONAL PLANNING COMMISSION
 RICHLAND COUNTY
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 FOR THE FISCAL YEAR ENDED JUNE 30, 2005**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

I. 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. The Commission records a liability for all accumulated unused vacation time when earned for all employees with more than one year of service.

Sick leave benefits are accrued as a liability using the vested method. The Commission records a liability for those employees with twenty years of service at the Commission up to a maximum of thirty days.

J. Non-Operating Revenues (Expenses)

Non-operating revenues (expenses) consist of expenses incurred by the Special Vision Project Committee and the Geographic Information System (GIS) Consortium which are subsequently reimbursed to the Commission.

The Special Vision Project Committee was formed to oversee projects throughout Richland County from donated funds. The GIS Consortium is for the development of a GIS system.

K. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from these estimates.

NOTE 3 – CAPITAL ASSETS

A summary of the Commission’s Capital Assts at June 30, 2005 is as follows:

	June 30, 2004			June 30, 2005
	Balance	Addition	Deletions	Balance
Furniture and Equipment	\$139,396	\$1,559	\$12,704	\$128,250
Accumulated Depreciation	(113,127)	(7,358)	(12,704)	(107,781)
Book Value	<u>\$26,269</u>	<u>(\$5,799)</u>	<u>\$0</u>	<u>\$20,469</u>

NOTE 4 – PENSION PLAN

A. *Public Employees Retirement System*

RICHLAND COUNTY REGIONAL PLANNING COMMISSION
RICHLAND COUNTY
NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005

All employees of the Commission participate in the Ohio Public Employees Retirement System (OPERS), which administers three separate pension plans as described below:

1. The Traditional Pension Plan (TP) – a cost-sharing multiple-employer defined benefit pension plan.
2. The Member-Directed Plan (MD) – a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20% per year). Under the Member-Directed Plan members accumulate retirement assets equal to the value of member and (vested) employer contributions plus any investment earnings thereon.
3. The Combined Plan (CO) – a cost-sharing multiple-employer defined benefit pension plan. Under the Combined Plan employer contributions are invested by the retirement system to provide a formula retirement benefit similar in nature to the Traditional Plan benefit. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the Member-Directed Plan.

OPERS provides retirement, disability, survivor and death benefits and annual cost of living adjustments to members of the Traditional Plan and Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits.

Authority to establish and amend benefits is provided by state statute per Chapter 145 of the Ohio Revised Code. The OPERS issues a publicly available stand-alone financial report that includes financial statements and required supplementary information for the plan. That report may be obtained by writing to the Public Employees Retirement System, 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614)222-6705 or 1-800-222-7377.

The Ohio Revised Code provides statutory authority for member and employer contributions. For 2004, member and employer contribution rates were consistent across all three plans (TP, MD and CO). Separate divisions for law enforcement and public safety exist only within the Traditional Plan.

Plan members are required to contribute 9.5% of their annual covered salary to fund pension benefit obligations. The Commission is required to contribute 13.55%. Contributions are authorized by state statute. The contribution rates are determined actuarially. The Commission's contributions for pension obligations to the OPERS for the years ending December 31, 2005, 2004 and 2003 were \$29,712, \$24,830 and \$27,848, respectively, equal to the required contributions for each year. The full amount has been contributed.

NOTE 5 – POSTEMPLOYMENT BENEFITS

A. *Public Employees Retirement System*

Ohio Public Employees Retirement System (OPERS) administers three separate pension plans: the Traditional Pension Plan (TP) – a cost-sharing multiple-employer defined benefit pension plan; the Member-Directed Plan (MD) – a defined contribution plan; and the Combined Plan (CO) – a cost-sharing

RICHLAND COUNTY REGIONAL PLANNING COMMISSION
RICHLAND COUNTY
NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005

multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan.

OPERS provides retirement, disability, survivor and post-retirement health care benefits to qualifying members of both the Traditional and the Combined Plans; however, health care benefits are not statutorily guaranteed. Members of the Member-Directed Plan do not qualify for ancillary benefits, including post-employment health care coverage.

In order to qualify for post-retirement health care coverage, age and service retirees under the Traditional Pension and Combined Plans must have ten or more years of qualifying Ohio service credit. Health care coverage for disability recipients and qualified survivor benefit 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, "Disclosure of Information on Post-Employment Benefits Other Than Pension Benefits by State and Local Governmental Employers". A portion of each employer's contribution to the OPERS is set aside for the funding of post-retirement health care. The Ohio Revised Code provides statutory authority for employer contributions. The 2005 employer contribution rate was 13.55% of covered payroll; 4.6% was the portion that was used to fund health care for the fiscal year 2005. The Commission's actual contributions for fiscal year 2005 which were used to fund post-employment benefits were \$12,444.52

The assumptions and calculations below were based on OPERS's latest actuarial review performed as of December 31, 2003, include a rate of return on investments of 8.0%, an annual increase in active employee total payroll of 4.0% compounded annually (assuming no change in the number of active employees) and an additional increase in total payroll over and above the 4.0% base increase of between .50% and 6.3% based on additional annual pay increases. Health care premiums were assumed to increase 4.0% annually.

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 the unfunded actuarial accrued liability.

All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Assets are adjusted annually to reflect 25% of unrealized market appreciation or depreciation on investment assets annually.

OPEB's are advance-funded on an actuarially determined basis.

NOTE 5 -POSTEMPLOYMENT BENEFITS (continued)

At year end 2004, the number of active contributing participants was 369,885. The actual contribution and the actuarially required contribution amounts are the same. OPERS's net assets available for payment of benefits at December 31, 2003, (the latest information available) were \$10.5 billion. The actuarially accrued liability and the unfunded actuarial accrued liability, based on the actuarial cost method used, were \$26.9 billion and \$16.4 billion, respectively.

On September 9, 2004, the OPERS Retirement Board adopted a Health Care Preservation Plan (HCPP) with an effective date of January 1, 2007. The HCPP restructures OPERS' health care coverage to

**RICHLAND COUNTY REGIONAL PLANNING COMMISSION
RICHLAND COUNTY
NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005**

improve the financial solvency of the fund in response to skyrocketing health care costs.

Under the HCPP, retirees eligible for health care coverage will receive a graded monthly allocation based on their years of service at retirement. The Plan incorporates a cafeteria approach, offering a broad range of health care options that allow benefit recipients to use their monthly allocation to purchase health care coverage customized to meet their individual needs. If the monthly allocation exceeds the cost of the options selected, the excess is deposited into a Retirement Medical account that can be used to fund future health care expenses.

NOTE 6 – RISK MANAGEMENT

The Commission 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.

Through Richland County, the Commission maintained coverage with the County Risk Sharing Authority (CORSA), as follows:

General Liability:	Limit: \$1,000,000 per Occurrence – No Annual Aggregate
Auto Liability:	Limit: \$1,000,000 per Occurrence – No Annual Aggregate Auto Medical Payments \$5,000 Each Person, \$50,000 Each Accident
Public Officials Liability:	\$1,000,000 per Occurrence - \$1,000,000 Annual Aggregate
Crime Coverage:	Employee Dishonesty \$1,000,000 Money and Securities \$1,000,000 Depositor’s Forgery \$1,000,000 Money Orders and Counterfeit Paper \$1,000,000
Equipment:	Combined Physical Damage \$100,000,000
Excess Liability:	Richland County \$5,000,000
Errors & Omissions Liability:	\$1,000,000 per Occurrence - Annual Aggregate

**RICHLAND COUNTY REGIONAL PLANNING COMMISSION
RICHLAND COUNTY
NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005**

NOTE 6 – RISK MANAGEMENT (continued)

Settled claims have not exceeded commercial coverage in any of the past three years. There has not been a significant reduction in coverage from the prior year.

NOTE 7 – RISK SHARING POOL

Through Richland County, the Commission participates in County Risk Sharing Authority, Inc. (CORSA), a risk sharing pool made up of thirty-nine counties in Ohio. CORSA was formed as an Ohio nonprofit 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 coverage provided by CORSA. This coverage includes 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 one time. Each member county's control over the budgeting and financial of CORSA is limited to its voting authority and any representation it may have on the board of trustees. CORSA has issued certificate 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 certificates. The Commission does not have any equity interest in CORSA since the Commission is included as a part of Richland County.

NOTE 8 – CONTINGENCIES

- A. Federal and State contracts are subject to review and audit by the grantor agencies or their designees. Such audits could lead to requests for reimbursement to the grantor agency for expenses disallowed under terms of the grant. There are no such claims pending and no known situations which would lead to such a claim. In addition, based upon prior experience and audit results, management believes that such disallowance's, if any, would be immaterial.
- B. In the normal course of its business activities, the Commission may become subject to claims and litigation relating to contracts, employment or other matters. In the opinion of management, the resolution of any such claims pending would not likely have a material impact on the Commission's financial position.

NOTE 9 – RESTATEMENT OF PRIOR YEAR NET ASSETS

RICHLAND COUNTY REGIONAL PLANNING COMMISSION
RICHLAND COUNTY
NOTES TO THE BASIC FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2005

The prior year financial statements included errors. The recording of these errors in fiscal year 2004 had the following effect on Net Income:

Net Income as Previously Reported	\$21,668
Correction of Prior Year Errors	<u>2,698</u>
Net Income Restated, June 30, 2005	<u><u>\$18,970</u></u>

The restatement of prior year errors and an adjustment to Capital Assets had the following effect on Net Assets:

Net Assets as Stated at June 30, 2004	\$168,988
Correction of Prior Year Errors	<u>2,698</u>
Net Assets as Restated at July 1, 2004	<u><u>\$166,290</u></u>

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS**
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Commissioners
Richland County Regional Planning Commission
35 North Park Street, Suite 230
Mansfield, Ohio 44902

We have audited the financial statements of the business-type activities of the Richland County Regional Planning Commission (the Commission), as of and for the year ended June 30, 2005, which comprise the Commission's basic financial statements and have issued our report thereon dated March 31, 2006. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Commission'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 an opinion on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control 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 that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted a matter involving the internal control over financial reporting to management of the Commission in a separate letter dated March 31, 2006.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS* (continued)

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

VARNEY, FINK & ASSOCIATES, INC.
Certified Public Accountants

March 31, 2006



**Auditor of State
Betty Montgomery**

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RICHLAND COUNTY REGIONAL PLANNING COMMISSION

RICHLAND COUNTY

CLERK'S CERTIFICATION

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

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
JUNE 13, 2006**