#### Village of Green Camp

Marion County, Ohio

Regular Audit

For the Years Ended December 31, 2005 and 2004

### BALESTRA, HARR & SCHERER, CPAs, INC.

528 South West Street, P.O. Box 687 Piketon, Ohio 45661

> Telephone (740) 289-4131 Fax (740) 289-3639 www.bhscpas.com



Village Council Village of Green Camp P.O. Box 43 Green Camp, Ohio 43322

We have reviewed the *Independent Auditor's Report* of the Village of Green Camp, Marion County, prepared by Balestra, Harr & Scherer, CPAs, Inc., for the audit period January 1, 2004 through December 31, 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.

The financial statements in the attached report are presented in accordance with a regulatory basis of accounting prescribed or permitted by the Auditor of State. Due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA), modifications were required to the *Independent Auditor's Report* on your financial statements. While the Auditor of State does not legally require your government 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. The attached report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the statements are misstated under the non-GAAP regulatory basis. The *Independent Auditor's Report* also includes an opinion on the financial statements using the regulatory format the Auditor of State permits.

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 Village of Green Camp is responsible for compliance with these laws and regulations.

BETTY MONTGOMERY Auditor of State

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December 18, 2006



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#### BALESTRA, HARR & SCHERER, CPAs, INC.

CERTIFIED PUBLIC ACCOUNTANTS 528 South West Street, P.O. Box 687 Piketon, Ohio 45661

> Telephone (740) 289-4131 Fax (740) 289-3639 www.bhscpas.com

Member American Institute of Certified Public Accountants

Ohio Society of Certified Public Accountants

#### **Independent Auditor's Report**

Village Council Village of Green Camp Marion County P.O. Box 43 Green Camp, Ohio 43322

We have audited the accompanying financial statements of the Village of Green Camp, Marion County, (the Village) as of and for the years ended December 31, 2005 and 2004. These financial statements are the responsibility of the Village's management. Our responsibility is to express an opinion on these financial statements based on our 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 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 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 our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Village has prepared these financial statements 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 statements of the variances between these regulatory accounting practices and (GAAP) we presume they are material.

Revisions to GAAP require the Village to reformat its financial statement presentation and make other changes effective for the years ended December 31, 2005 and 2004. Instead of the combined funds the accompanying financial statements present for 2005 and 2004, the revisions require presenting entity wide statements and also to present its larger (i.e. major) funds separately. While the Village does not follow GAAP, generally accepted auditing standards require 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 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 paragraph, the financial statements referred to above for the years ended December 31, 2005 and 2004 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Village as of December 31, 2005 and 2004, or its changes in financial position or cash flows of its proprietary funds for the years then ended.

Village of Green Camp Marion County Independent Auditor's Report Page 2

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances and reserve for encumbrances of Village of Green Camp, Marion County, as of December 31, 2005 and 2004, and its combined cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

The aforementioned revision to generally accepted accounting principles also requires the Village to include Management's Discussion & Analysis for the years ended December 31, 2005 and 2004. The Village has not presented Management's Discussion & 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 October 27, 2006, on our consideration of the Village's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. That report describes scope of our testing to provide an opinion of internal control over financial reporting and compliance and the results of that testing. It does not opine on the internal control over financial reporting or on compliance. The report is an integral part of an audit performed in accordance with *Government Auditing Standards*. And should be considered in assessing the result of our audit

Balestra, Harr & Scherer, CPAs, Inc.

Balistra, Harr & Scherur

October 27, 2006

## COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH BASIS FUND BALANCES GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2005

#### **Governmental Fund Type**

	<u> </u>	eneral	Special Levenue	(Mei	Total morandum Only)
Cash Receipts: Local Taxes	\$	28,438	\$ 3,117	\$	31,555
Intergovernmental		18,705	12,338		31,043
Fines, Forfeitures, and Penalties		756	-		756
Earnings on Investments		5,875	5		5,880
Other Revenue		2,049	911		2,960
Total Cash Receipts		55,823	 16,371		72,194
Cash Disbursements: Current:					
Security of Persons & Property		4,862	_		4,862
Public Health Service		7,931	_		7,931
Leisure Time Acivities		5,967	_		5,967
Community Environment		109	_		109
Basic Utility Services		_	_		-
Transportation		2,626	20,058		22,684
General Government		57,077	20,030		57,077
Capital Outlay		-	19,905		19,905
Debt Service:			17,705		15,505
Redemption of Principal			 5,000		5,000
Total Cash Disbursements		78,572	 44,963		123,535
Total Cash Receipts Over/(Under) Cash Disbursements		(22,749)	(28,334)		(51,083)
Other Financing Receipts and (Disbursements): Proceeds from Sale of Public Debt: Other Debt Proceeds			19,905		19,905
Excess of Cash Receipts Over/(Under) Cash Disbursements		(24,049)	(7,129)		(31,178)
Fund Cash Balances, January 1		30,761	22,306		53,067
Fund Cash Balances, December 31	\$	6,712	\$ 15,177	\$	21,889
Reserve for Encumbrances, December 31	\$	1,576	\$ 71	\$	1,647

# STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH BASIS FUND BALANCES PROPRIETARY FUND TYPE FOR THE YEAR ENDED DECEMBER 31, 2005

	Proprietary Fund Type	
	<b>Enterprise</b>	
Operating Cash Receipts: Charges for Services	\$ 10,832	
Total Operating Cash Receipts	10,832	
OperatingCash Disbursements: Contractual Services	5,412	
Total Operating Cash Disbursements	5,412	
Operating Income/(Loss)	5,420	
Non-Operating Receipts: Other Debt Proceeds	433,726	
Total Non-Operating Receipts	433,726	
Non-Operating Disbursements: Capital Outlay	465,225	
Total Non-Operating Disbursements	465,225	
<b>Excess of Receipts Over/(Under) Disbursements</b>	(26,079	
Net Assets, January 1	287,566	
Net Assets, December 31	\$ 261,487	
Reserve for Encumbrances, December 31		

## COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2004

#### **Governmental Fund Type**

	(	General	 pecial evenue	(Me	Total morandum Only)
Cash Receipts:					
Local Taxes	\$	27,456	\$ 3,231	\$	30,687
Intergovernmental		20,000	10,678		30,678
Fines, Forfeitures, and Penalties		826	-		826
Earnings on Investments		451	205		656
Other Revenue		2,388			2,388
Total Cash Receipts		51,121	14,114		65,235
Cash Disbursements: Current:					
Security of Persons & Property		9,192	-		9,192
Public Health Service		10,110	-		10,110
Leisure Time Acivities		4,895	-		4,895
Transportation		3,716	14,235		17,951
General Government		34,066	-		34,066
Total Cash Disbursements		61,979	14,235		76,214
Total Cash Receipts Over/(Under) Cash Disbursements		(10,858)	 (121)		(10,979)
Excess of Receipts Over/(Under) Cash Disbursements		(11,054)	(121)		(11,175)
Fund Cash Balances, January 1		41,815	 22,427		64,242
Fund Cash Balances, December 31	\$	30,761	22,306	\$	53,067
Reserve for Encumbrances, December 31	\$	16,968	\$ 6,133	\$	23,101

# STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH BASIS FUND BALANCES PROPRIETARY FUND TYPE FOR THE YEAR ENDED DECEMBER 31, 2004

	Proprietary Fund Type
	Enterprise
Operating Cash Receipts:	
Charges for Services	\$ 48,403
Total Operating Cash Receipts	48,403
OperatingCash Disbursements:	
Contractual Services	14,861
Capital Outlay	330,299
Total Operating Cash Disbursements	345,160
Operating Income/(Loss)	(296,757)
Non-Operating Receipts:	
Intergovernmental	74,940
Other Debt Proceeds	643,199
Total Non-Operating Receipts	718,139
Non-Operating Disbursements:	
Redemption of Principal	236,827
Total Non-Operating Disbursements	236,827
Excess of Receipts Over/(Under) Disbursements	184,555
Net Assets, January 1	103,010
Net Assets, December 31	\$ 287,565
Reserve for Encumbrances, December 31	\$ 10,389

#### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Description of the Entity

The Village of Green Camp, Marion County, Ohio, (the Village) is a body politic and corporate established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Village is directed by a publicly-elected six-member Council. The Village provides general government services, including park operations. The Green Camp Township Volunteer Fire Department provides fire protection services for the Village.

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

#### B. Basis of Accounting

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

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

#### C. Cash and Investments

The Village maintains interest-bearing checking accounts.

#### **D.** Fund Accounting

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

#### 1. General Fund

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

#### 2. Special Revenue Funds:

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

Street Construction, Maintenance and Repair Fund – This fund receipts gasoline tax and motor vehicle license tax money to construct, maintain and repair Village streets.

#### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### **D.** Fund Accounting (Continued)

#### 4. Enterprise Funds:

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

Sewer Operating Fund – This fund receives charges for services from residents to cover the cost of providing this utility.

#### E. Budgetary Process

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

#### 1. Appropriations

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

#### 2. Estimated Resources

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

#### 3. Encumbrances

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

A summary of 2005 and 2004 budgetary activity appears in Note 3.

#### F. Property, Plant, and Equipment

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

#### G. 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 the Village's basis of accounting.

#### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

#### 2. EQUITY IN POOLED CASH AND INVESTMENTS

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

	<u>2005</u>	<u>2004</u>
Demand deposits	\$273,376	\$330,632
Certificate of Deposit	10,000	10,000
Total Deposits	\$283,376	\$340,632

**Deposits:** The Village's deposits are insured by the Federal Deposit Insurance Corporation or collateralized by the financial institution's public entity deposit pool.

#### 3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2005 and 2004 follows:

2005 Budgeted vs. Actual Receipts

	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$48,565	\$55,823	\$7,258
Special Revenue	30,671	36,276	5,605
Enterprise	600,751	444,558	(156,193)
Total	\$679,987	\$536,657	(\$143,330)

2005 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	Appropriation Fund Type Authority		Variance	
General	\$113,195	\$80,148	\$33,047	
Special Revenue	45,506	45,034	472	
Enterprise	636,694	470,637	166,057	
Total	\$795,395	\$595,819	\$199,576	

2004 Budgeted vs. Actual Receipts

	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$51,315	\$51,121	(\$194)
Special Revenue	10,486	14,114	3,628
Enterprise	760,139	766,542	6,403
Total	\$821,940	\$831,777	\$9,837

#### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

#### 3. **BUDGETARY ACTIVITY (Continued)**

2004 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$107,031	\$78,947	\$28,084
Special Revenue	36,337	20,368	15,969
Enterprise	631,603	592,376	39,227
Total	\$774,971	\$691,691	\$83,280

#### 4. PROPERTY TAX

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

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

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

#### 5. RETIREMENT SYSTEMS

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

Contribution rates are also prescribed by the Ohio Revised Code. For 2005 and 2004, members of PERS contributed 8.5% of gross wages, The Village contributed an amount equal to 13.55% of participants' gross wages. The Village has paid all contributions required through December 31, 2005.

#### 6. RISK MANAGEMENT

The Village belongs to the Ohio Government Risk Management Plan (the "Plan") an unincorporated nonprofit association with over 600 governmental entity members providing a formalized, jointly administered self-insurance risk management program and other administrative services.

Pursuant to Section 2744.081 of the Ohio Revised Code, the Plan is deemed a separate legal entity. The Plan provides property, liability, errors and omissions, law enforcement, automobile, excess liability, crime, surety and bond, inland marine and other coverages, modified for each member's needs. The Plan pays judgments, settlements and other expenses resulting from covered claims that exceed the member's deductible.

#### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

#### 6. RISK MANAGEMENT (Continued)

The Plan uses conventional insurance coverages and reinsures these coverages 100%, rather than using a risk poll of member funds to pay individual and collective losses, Therefore, the individual member are only responsible for their self-retention (deductible) amount which vary from member to member.

#### 7. Debt

Debt outstanding at December 31, 2005 was as follows:

	Principal	Interest Rate
Ohio Water Development Authority Loan	\$ 1,050,367	0.0%
Police Cruiser Note	\$14,905	3.04%
Total	\$1,065,272	

The Ohio Water Development authority (OWDA) loan relates to a wastewater treatment collection system project. The OWDA has approved a \$1,305,249 loan to the Village for this project. As of December 31, 2005 the Village has received \$1,050,368 of the approved loan amount. Loan payments will begin July 1, 2007, and be paid in semi-annual installments over 20 years.

The bank loan issued was to finance the purchase of a police cruiser to be used by the Village.

Amortization of the above debt, including interest payments of \$2,056, is scheduled as follows:

Year ending	Police	
December 31:	Cruiser Note	
2007	\$5,654	
2008	5,653	
2009	5,654	
Total	\$16,961	

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528 South West Street, P.O. Box 687 Piketon, Ohio 45661

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### 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*

Members of Council Village of Green Camp P. O. Box 43 Green Camp, Ohio 43163

We have audited the financial statements of the Village of Green Camp, Marion County, Ohio (the Village), as of and for the years ended December 31, 2005 and 2004, and have issued our report thereon dated October 27, 2006, wherein we noted the Village followed accounting practices the Auditor of State prescribes 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 *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 Village's internal control over financial reporting in order to determine 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 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 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.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Village's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and 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 two instances of noncompliance that are required to be reported under *Government Auditing Standards* which is described in the accompanying schedule of findings as items 2005-001 and 2005-002.

Members of Council Village of Green Camp Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Governmental Auditing Standards* Page 2

We noted certain matters that have been reported to the management of the Village in a separate letter dated October 27, 2006.

This report is intended for the information and use of the Mayor, management, and the Village Council, and should not be used by anyone other than these specified parties.

Balestra, Harr & Scherer, CPAs, Inc.

Balistra, Harr & Scherur

October 27, 2006

#### SCHEDULE OF FINDINGS DECEMBER 31, 2005 AND 2004

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

#### **FINDING NUMBER 2005-001**

#### **Noncompliance Citation**

Ohio Revised Code § 5705.41 (D) States in part that no subdivision or taxing unit shall make any contract or give any order involving the expenditure of money unless there is attached thereto a certificated of the fiscal officer of the subdivision that reserves the amount required to meet the obligation has been lawfully appropriated for such purpose and is in the treasury or in the process of collections the credit of an appropriate fund free from any previous encumbrances. This certificate need be signed by the Village Clerk.

During our test over the Villages non-payroll disbursements we noted several instances where the village did not approve purchase orders prior to the invoice date.

The Village Clerk should issue a purchase order or blanket certificate to certify that the amount required has been lawfully appropriated and is in the treasury or in the process of collection.

#### FINDING NUMBER 2005-002

#### **Noncompliance Citation**

Ohio Revised Code § 5705.39 states in part that total appropriations from each fund shall not exceed the total estimated resources.

While testing budgetary it was determined that appropriations exceeded estimated resources in the following funds in 2004: General Fund (\$13,901) and the Permissive Motor Vehicle Tax Fund (\$3,452). While testing budgetary it was determined that appropriations exceeded estimated resources in the following funds in 2005: General Fund (\$50,837) and the Street Construction, Maintenance and Repair Fund (\$1,300).

The Village clerk should monitor budgetary activity through out the year to insure that appropriations do not exceed there estimated resources for each fund.

#### CORRECTIVE ACTION PLAN

	Planned Corrective	Anticipated Completion	Responsible Contact
Finding Number:	Action:	Date:	Person:
2005-001	The Clerk/Treasurer and	12/31/2006	Jerry DeWitt,
	Board will more closely		Clerk/Treasurer
	monitor the budget.		
2005-002	The Clerk/Treasurer and	12/31/006	Jerry DeWitt,
	Board will more closely		Clerk/Treasurer
	monitor the budget.		

#### SCHEDULE OF PRIOR AUDIT FINDINGS DECEMBER 31, 2005 AND 2004

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected;
			Significantly Different Corrective Action
			Taken; or Finding No Longer Valid; Explain:
2003-01	ORC 5705.39	No	Reissued as 2005-002
	appropriation exceeded		
	total estimated resources		
2003-02	ORC 5705.36 amended	Yes	Fully Corrected
	certificates		



88 East Broad Street P.O. Box 1140 Columbus, Ohio 43216-1140

Telephone 614-466-4514

800-282-0370

Facsimile 614-466-4490

### VILLAGE OF GREEN CAMP MARION 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 DECEMBER 28, 2006