## VILLAGE OF DELTA

## FULTON COUNTY

## AUDITED FINANCIAL STATEMENTS

YEARS ENDED DECEMBER 31, 2009 AND 2008

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Mary Taylor, CPA Auditor of State

Village Council Village of Delta 401 North Main Street Delta, Ohio 43515

We have reviewed the *Independent Auditor's Report* of the Village of Delta, Fulton County, prepared by LublinSussman Group LLP, for the audit period January 1, 2008 through December 31, 2009. 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. In conjunction with the work performed by the Independent Public Accountant, the Auditor of State is issuing the following:

## **Finding for Recovery**

From October 1, 2008 through April 1, 2009, \$7,582 was collected for the Village of Delta's Utility Department by Pamela Parsons, former Utility Clerk of the Village of Delta. As evidenced by the Village cash register, Utility Department deposits and customer accounts, this money was not deposited into the Village cash register or any bank account maintained by the Village.

Under Ohio law, any public official who either authorizes an illegal expenditure of public funds or supervises the accounts of a public office from which such illegal expenditure is made is liable for the amount of the expenditure. Seward v. National Surety Corp. (1929), 120 Ohio St. 47; 1980 Op. Att'y Gen. No. 80-074: Ohio Rev. Code § 9.39; State, ex rel. Village of Linndale v. Masten (1985), 18 Ohio St. 3d 228. Public officials controlling public funds or property are liable for the loss incurred should such funds or property be fraudulently obtained by another, converted, misappropriated, lost or stolen to the extent that recovery or restitution is not obtained from the persons who unlawfully obtained such funds or property. 1980 Op. Att'y Gen. No. 80-074.

In accordance with the foregoing facts, and pursuant to Ohio Revised Code § 117.28, a finding for recovery for public monies collected but not accounted for is hereby issued against Pamela Parsons, former Utility Clerk of the Village of Delta, in the amount of \$7,582 and in favor of the Village of Delta Utility Department.

Village Council Village of Delta 401 North Main Street Delta, Ohio 43515 Page -2-

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 Delta is responsible for compliance with these laws and regulations.

Mary Jaylor

Mary Taylor, CPA Auditor of State

November 29, 2010

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## LublinSussman Group LLP

**Certified Public Accountants** 

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### INDEPENDENT AUDITOR'S REPORT

To the Village Council Village of Delta Fulton County 401 Main Street Delta, OH 43515

We have audited the accompanying combined statements of cash receipts, cash disbursements, and changes in fund cash balances - all governmental and proprietary and fiduciary fund types of the Village of Delta, Fulton County, (the Village) as of and for the years ended December 31, 2009 and 2008. These financial statements are the responsibility of the Village's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the 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 combined 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 the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

As described more fully in Note 1, the Village prepares its financial statements using accounting practices prescribed or permitted by the Auditor of State. 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.

Instead of the combined funds presented in the accompanying financial statements, GAAP requires presenting entity wide statements and also presenting the Village's 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 GAAP presentation requirements. The Auditor of State permits, but does not require, Villages to reformat their statements. The Village has elected not to follow GAAP statement formatting requirements. 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.

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Douglas J. Welch, CPA, CVA Lee D. Wunschel, CPA Thomas J. Jaffee, JD, CPA Terri S. Lee, CPA Eric M. Golus, CPA In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the years ended December 31, 2009 and 2008 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, 2009 and 2008, or its changes in financial position or cash flows, where applicable for the years then ended.

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances and reserves for encumbrances of the Village of Delta, Fulton County, as of December 31, 2009 and 2008, and its combined cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

The Village 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 October 13, 2010, on our consideration of the Village's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, 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 that 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.

IslinSussman Group LLP

October 13, 2010 Toledo, Ohio

## VILLAGE OF DELTA FULTON COUNTY COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES - ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2009

	Governmental Fund Types											
				0.010			. ) P					Totals
				<u>Special</u>				<u>Capital</u>				(Memo.
	<u>G</u>	eneral	<u>F</u>	Revenue	Del	bt Service		Projects	Per	rmanent		<u>Only)</u>
Cash Receipts:												
Property and Other Local Taxes	\$	134,583	\$	134,253	\$	0	\$	0	\$	0	\$	268,836
Municipal Income Taxes	;	361,243		32,326		0		145,559		0		539,128
Special Assessments		0		1,309		0		0		0		1,309
Intergovernmental Receipts	2	248,762		211,189		0		0		0		459,951
Charges for Services		87,756		29,764		0		0		0		117,520
Fines, Licenses, and Permits		46,220		1,787		0		0		0		48,007
Earnings on Investments		5,101		161		0		0		0		5,262
Miscellaneous		41,466		<u>39,163</u>		0		13,230		0		<u>93,859</u>
Total Cash Receipts		925,131	_	449,952	_	0	_	158,789		0	_	1,533,872
Cash Disbursements:												
Current:												
Security of Persons and Property	ļ	544,989		63,806		0		0		0		608,795
Public Health Services		21,886		0		0		0		0		21,886
Leisure Time Activities		0		146,566		0		0		0		146,566
Community Environment		4,684		, 0		0		0		0		4,684
Basic Utility Services		69,781		2,312		0		0		0		72,093
Transportation		70,581		210,998		0		0		0		281,579
General Government	2	262,385		26,886		0		23,876		0		313,147
Debt Service		,		,				,				,
Redemption of Principal		0		0		0		25,243		0		25,243
Interest and Fiscal Charges		0		0		0		899		0		899
Capital Outlay		0 0		0 0		0 0		190,467		0 0		190,467
Total Cash Disbursements		974,306	_	450,568	_	0	_	240,485		0	_	1,665,359
Total Receipts Under Disbursements		<u>(49,175)</u>		<u>(616)</u>		0	_	<u>(81,696)</u>		0	_	(131,487)
Other Financing												
Receipts/(Disbursements):												
Transfers In		0		0		0		7,426		0		7,426
Transfers Out		0	_	0	_	0	_	(7,426)		0	_	(7,426)
Total Other Financing												
Receipts/(Disbursements)		0	_	0	_	0	-	0		0	-	0
Excess of Cash Receipts and Other Financing Receipts/(Disbursements)		(40 475)		(010)				(01.000)				(101 107)
Under Cash Disbursements		(49,175)		(616)		0		(81,696)		0		(131,487)
Fund Cash Balances, January		435,372	_	543,006		0	_	241,460		12,946	_	1,232,784
Fund Cash Balances, December 31	\$	386,197	\$	542,390	\$	0	\$	159,764	\$	12,946	\$	1,101,297
Reserves for Encumbrances, December 31	\$	5,375	\$	958	\$	0	\$	0	\$	0	\$	6,333

## VILLAGE OF DELTA FULTON COUNTY COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES - ALL PROPRIETARY AND FIDUCIARY FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2009

	Proprietary Fund Type	<u>Totals (Memo.</u>		
	<u>Enterprise</u>	<u>Trust</u>	<u>Agency</u>	<u>Only)</u>
Operating Cash Receipts: Charges for Services Miscellaneous Total Operating Cash Receipts	\$ 1,620,279 <u>23,865</u> <u>1,644,144</u>	\$0 0 0	\$ 36,056 	\$ 1,656,335 <u>23,865</u> <u>1,680,200</u>
Operating Cash Disbursements: Personal Services Contractual Services Supplies and Materials Transportation Total Operating Cash Disbursements Operating Income (Loss)	405,433 418,989 455,703 <u>185,046</u> <u>1,465,171</u> <u>178,973</u>	0 0 0 0 0	0 0 82,989 <u>0</u> 82,989 <u>(46,933</u> )	405,433 418,989 538,692 <u>185,046</u> <u>1,548,160</u> <u>132,040</u>
Non-Operating Cash Receipts Property and Other Local Taxes Municipal Income Taxes Other Debt Proceeds Intergovernmental Receipts Earnings on Investments Total Non-Operating Cash Receipts	13,607 260,627 234,902 50,786 0 559,922	0 0 0 <u>14</u> 14	0 0 0 0 0	13,607 260,627 234,902 50,786 <u>14</u> 559,936
Non-Operating Cash Disbursements: Capital Outlay Redemption of Principal Interest and Other Fiscal Charges Total Non-Operating Cash Disbursements	110,450 139,259 <u>345,117</u> 594.826	0 0 0	0 0 0	110,450 139,259 <u>345,117</u> <u>594.826</u>
Excess of Receipts Over (Under) Disbursements Before Interfund Transfers	144,069	14	(46,933)	97,150
Transfers-In Transfers-Out	158,532 <u>(158,532</u> )	0 0	0 0	158,532 <u>(158,532</u> )
Net Receipts Over (Under) Disbursements	144,069	14	(46,933)	97,150
Fund Cash Balances, January 1	589,440	7,893	46,933	644,266
Fund Cash Balances, December 31	\$ <u>733,509</u>	\$ <u>7,907</u>	\$ <u>0</u>	\$ <u>741,416</u>
Reserve for Encumbrances, December 31	\$ <u>52,310</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>52,310</u>

See Notes to Financial Statements

## VILLAGE OF DELTA FULTON COUNTY COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES - ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2008

	Governmental Fund Types											
		<b>a</b> 1		Special		<u>Capital</u>					-	Totals
		<u>General</u>	<u> </u>	Revenue	Det	ot Service		Projects	Peri	manent	<u>(M</u>	<u>emo. Only)</u>
Cash Receipts:												
Property and Other Local Taxes	\$	128,821	\$	121,176	\$	0	\$	0	\$	0	\$	249,997
Municipal Income Taxes		424,342		34,402		0		154,811		0		613,555
Intergovernmental Receipts		311,654		207,210		0 0		0		0 0		518,864
Charges for Services Fines, Licenses, and Permits		96,222 40,591		24,969 1,350		0		0 0		0		121,191 41,941
Earnings on Investments		40,391 48,275		1,649		0		0		0		49,924
Miscellaneous		41,576		<u>158,519</u>		0		8,780		0		208,875
Total Cash Receipts	_	1,091,481	_	549,275	_	0	_	163,591		0	_	1,804,347
Cash Disbursements: Current:												
Security of Persons and Property		528,736		53.885		0		0		0		582,621
Public Health Services		17,451		0		Ő		0		0 0		17,451
Leisure Time Activities		1,000		119,642		0		0		0		120,642
Community Environment		61,341		0		0		0		0		61,341
Basic Utility Services		88,786		0		0		0		0		88,786
Transportation		37,535		187,161		0		0		0		224,696
General Government		289,231		2,985		0		5,646		0		297,862
Debt Service		0		0		•		00.000		•		00.000
Redemption of Principal		0 0		0		0 0		32,986 2,185		0 0		32,986 2,185
Interest and Fiscal Charges Capital Outlay		20,973		0 136,226		0		2,185 147,944		0		2,185 305,143
Total Cash Disbursements		1,045,053	-	499,899		0	-	188,761		0	_	1,733,713
Total Receipts Over (Under) Disbursements		46,428		49,376	_	0	_	(25,170)	_	0		70,634
Other Financing Receipts/(Disbursements):												
Transfers In		19,317		122		0		548		0		19,987
Transfers Out	_	(21,000)	_	0		0	_	(42,371)		0	_	(63,371)
Total Other Financing Receipts/(Disbursements)		(1,683)		122		0		(41,823)		0		(43,384)
		(1,000)	-	122		<u> </u>	-	(+1,020)		0	-	(+0,00+)
Excess of Cash Receipts and Other Financing Receipts		44.745		49,498		0		(66,993)		0		27,250
Over/(Under) Cash Disbursements		,/		,		Ũ		(00,000)		Ū		
Fund Cash Balances, January 1, As		040 540		E 40 010		00.000		000 450		10.040		1 000 014
Previously Reported	¢	343,516	¢	540,619 (47,111)	¢	23,080	¢	308,453	\$	12,946		1,228,614
Prior Period Adjustment (Note 11) Fund Cash Balances - January 1, As	Φ_	47,111	Φ_	<u>(47,111</u> )	\$	(23,080)	Φ_	0	Φ	0	\$_	(23,080)
Restated	\$_	390,627	\$_	493,508	\$	0	\$_	308,453	\$	12,946	\$_	1,205,534
Fund Cash Balances, December 31	\$	435,372	\$	543,006	\$	0	\$	241,460	\$	12,946		1,232,784
Reserves for Encumbrances,	_		_				_					
December 31	\$_	0	\$	0	\$	0	\$	0	\$	0	\$_	0

## VILLAGE OF DELTA

## FULTON COUNTY COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES - ALL PROPRIETARY AND FIDUCIARY FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2008

**Proprietary** 

	<u>Proprietary</u> <u>Fund Type</u> <u>Fiduciary Fund Type</u> <u>Private</u> <u>Purpose</u>						Tot	als (Memo.
	En	<u>terprise</u>	<u>Tru</u>		<u>Agenc</u>	<u>y</u>	<u>101</u>	<u>Only)</u>
Operating Cash Receipts:	<b>•</b> •	057 750	<b>^</b>	•	<b>* - / - /</b>		<b>~</b>	
Charges for Services Miscellaneous	\$ 1	,257,758 <u>7,835</u>	\$	0 0	\$ 74,79	98 0	\$	1,332,556 <u>7,835</u>
Total Operating Cash Receipts	1	,265,593		0	74,79	_	_	1,340,391
Operating Cash Disbursements:								
Personal Services		562,234		0		0		562,234
Contractual Services Supplies and Materials		166,344 414,910		190 0	37,5 <sup>-</sup>	0 17		166,534 452,424
Transportation		4,898		0	57,5	0		4,898
Other		39,416		0		0	_	39,416
Total Operating Cash Disbursements	1	,187,802		<u>190</u>	37,5		_	1,225,506
Operating Income (Loss)		77,791	(	( <u>190</u> )	37,28	<u>34</u>	—	114,885
Non-Operating Cash Receipts								
Property and Other Local Taxes		12,535		0		0		12,535
Municipal Income Taxes Other Debt Proceeds		286,401 86,213		0 0		0 0		286,401 86,213
Earnings on Investments		00,210	1.	799		0		1,799
Total Non-Operating Cash Receipts		385,149		,799		0		386,948
Non-Operating Cash Disbursements:								
Capital Outlay		164,251	1,	,290		0		165,541
Redemption of Principal		221,418		0		0		221,418
Interest and Other Finance Charges Total Non-Operating Cash		336,948		0		0		336,948
Disbursements Excess of Receipts Over (Under)		722,617	1.	<u>,290</u>		0	_	723,907
Disbursements Before Interfund Transfers		(259,677)		319	37,28	34		(222,074)
Transfers-In		295,800		0		0		295,800
Transfers-Out		<u>(252,416</u> )		0		0	_	<u>(252,416</u> )
Net Receipts Over/(Under) Disbursements		(216,293)		319	37,28	34		(178,690)
Fund Cash Balances, January 1, As Previously Reported		782,653	7	,574	9,64	49		799,876
Prior Period Adjustment (Note 11)		23,080		0		0	_	23,080
Fund Cash Balances, January 1, As Restated		805,733	7.	<u>.574</u>	9,64	<u> 19</u>	_	822,956
Fund Cash Balances, December 31	\$	589,440	\$ <u>7</u>	893	\$ <u>46,9</u> 3	33	\$	644,266
Reserve for Encumbrances, December 31	\$	0	\$	0	\$	0	\$	0

See Notes to Financial Statements

### ORGANIZATION

The constitution and laws of the State of Ohio establish the rights and privileges of the Village of Delta, Fulton County, (the Village) as a body corporate and politic. A publicly-elected six-member Council directs the Village. The Village provides water and sewer utilities, park operations, and police services. The Village contracts with York Township to provide security of persons and property. The Village has a special revenue fund to support a volunteer fire department.

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

## (1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### BASIS OF ACCOUNTING

These financial statements follow the accounting basis the Auditor of State prescribes or permits. This basis is similar to the cash receipts and disbursements accounting basis. The Village 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).

These statements include adequate disclosure of material matters, as the Auditor of State prescribes or permits.

#### DEPOSITS AND INVESTMENTS

The Village's accounting basis includes investments as assets. This basis does not record disbursements for investment purchases or receipts for investment sales. This basis records gains or losses at the time of sale as receipts or disbursements, respectively.

The Village values overnight repurchase agreements at cost. Money market mutual funds (including STAR Ohio) are recorded at share values listed on the mutual funds report.

#### FUND ACCOUNTING

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

a. General Fund

The General Fund reports all financial resources except those required to be accounted for in another fund.

#### b. Special Revenue Funds

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

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

<u>Park and Recreation Fund</u> - This fund receives property tax, income tax and fees to fund the construction maintenance and repair of recreational facilities.

## (1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

<u>Fire Fund</u> - This fund receives property tax, income tax lease payments for the purpose of maintaining a fire station and paying for a fire contract through York Township.

#### c. Debt Service Fund

These funds have accounted for resources the Village accumulates to pay debt.

#### d. Capital Projects Funds

These funds are used to account for receipts that are restricted for the acquisition of construction of major capital project (except those financed through enterprise funds) The Village had the following significant capital projects fund:

<u>Capital Improvement Fund</u> - This fund receives income taxes. The proceeds are used for street and building construction and repair, and payment of debt related to these costs..

#### e. Permanent Fund

These funds account for assets held under a trust agreement that are legally restricted to the extent that only earnings, not principal, are available to support the Village's programs. The Village had the following significant permanent fund:

<u>Cemetery Endowment Fund</u> - This fund receives interest earned on the nonexpendable corpus are from a trust agreement.

## f. Enterprise Funds

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

<u>Water Fund</u> - This fund receives charges for services from residents to cover water service costs.

<u>Sewer Fund</u> - This fund receives charges for services from residents to cover sewer service costs.

<u>Water Tower Fund</u> - This fund receives lease payments and transfers in from the Enterprise Water Fund for payment of debt service.

<u>Combined Sewer Overflow Fund</u> - This fund receives utility bill charges for construction of the combined sewer overflow project.

## (1) SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

#### g. Fiduciary Funds

Fiduciary funds include private purpose trust funds and agency funds. Trust funds account for assets held under a trust agreement for individuals, private organizations, or other governments which are not available to support the Village's own programs. The Village's private purpose trust fund is for the benefit of the Village's volunteer fire department.

<u>Wiley Trust Fund</u> - This expendable fund receives interest income for the Village of Delta fire department.

Agency funds are purely custodial in nature and are used to hold resources for individuals, organizations or other governments. The Village disburses these funds as directed by the individual, organization or other government. The Village's agency funds account for various recreation activities.

#### BUDGETARY PROCESS

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

a. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function or object level of control, and appropriations may not exceed estimated resources. The 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.

b. 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.

c. Encumbrances

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

A summary of 2009 and 2008 budgetary activity appears in Note 3.

#### PROPERTY, PLANT, AND EQUIPMENT

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

#### 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.

## (2) EQUITY IN POOLED DEPOSITS AND INVESTMENTS

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

		<u>2009</u>		<u>2008</u>
Cash on Hand	\$	250	\$	400
Demand Deposits		299,624	_	338,061
Total Deposits		299,874		338,461
STAR Ohio	_	1,542,839	_	1.538.589
Total Investments	_	1 <u>,542,839</u>	_	1,538,589
Total Deposits and Investments	\$ <u> </u>	1 <u>,842,713</u>	\$_	1,877,050

**Deposits:** Deposits are either insured by the Federal Depository Insurance Corporation; (or) collateralized by securities specifically pledged by the financial institution to the Village.

**Investments:** Investments in STAR Ohio and mutual funds are not evidenced by securities that exist in physical or book-entry form.

## (3) BUDGETARY ACTIVITY

Budgetary activity for the year ended December 31, 2009 is as follows:

2009 BUDGETED VS. ACTUAL RECEIPTS									
	Budgeted	Actual							
Fund Type	<u>Receipts</u>	Receipts	Variance						
General	\$ 1,037,805	\$ 925,131	\$ (112,674)						
Special Revenue	401,551	449,952	48,401						
Debt Service	0	0	0						
Capital Projects	221,976	166,215	(55,761)						
Permanent	0	0	0						
Enterprise	2,492,147	2,362,598	(129,549)						
Private Purpose Trust	0	14	14						
Agency	2,000	36,056	34,056						
Total	\$ <u>4,155,479</u>	\$ <u>3,939,966</u>	\$ <u>(215,513</u> )						

Budgetary activity for the year ended December 31, 2009 is as follows: 2009 BUDGETED VS. ACTUAL BUDGETARY BASIS EXPENDITURES

2009 BUDGETED VS. ACTUAL BUDGETART BASIS EXPENDITURES										
	A	ppropriation								
<u>Fund Type</u>		Authority	<u>E</u> >	penditures		<u>Variance</u>				
General	\$	1,110,391	\$	979,681	\$	130,710				
Special Revenue		592,129		451,526		140,603				
Debt Service		0		0		0				
Capital Projects		261,065		247,911		13,154				
Permanent		0		0		0				
Enterprise		1,968,826		2,270,839		(302,013)				
Private Purpose Trust		0		0		0				
Agency	_	50,721	_	82,989	_	(32,268)				
Total	\$	3,983,132	\$	4,032,946	\$	(49,814)				

## (3) BUDGETARY ACTIVITY (CONTINUED)

Budgetary activity for the year ended December 31, 2008 as follows:

2008 BUDGETED VS. ACTUAL RECEIPTS									
	Budgeted	Actual							
Fund Type	Receipts	<u>Receipts</u>	<u>Variance</u>						
General	\$ 1,005,197	\$ 1,110,798	\$ 105,601						
Special Revenue	404,883	549,397	144,514						
Debt Service	0	0	0						
Capital Projects	180,635	164,139	(16,496)						
Permanent	0	0	0						
Enterprise	1,836,244	1,946,542	110,298						
Private Purpose Trust	2,300	1,799	(501)						
Agency	0	74,798	74,798						
Total	\$ <u>3,429,259</u>	\$ <u>3,847,473</u>	\$ <u>418,214</u>						

Budgetary activity for the year ended December 31, 2008 as follows:

2008 BUDGETED VS. ACTUAL BUDGETARY BASIS EXPENDITURES										
	A	ppropriation	Budgetary							
<u>Fund Type</u>		<u>Authority</u>	Expenditure	<u>Variance</u>						
General	\$	1,080,291	\$ 1,066,053	\$ 14,238						
Special Revenue		601,849	499,899	101,950						
Debt Service		0	0	0						
Capital Projects		472,592	231,132	241,460						
Permanent		0	0	0						
Enterprise		2,239,859	2,162,835	77,024						
Private Purpose Trust		5,025	1,480	3,545						
Agency	_	0	<u>37,514</u>	<u>(37,514</u> )						
Total	\$_	4,399,616	\$ <u>3,998,913</u>	\$ <u>400,703</u>						

## (4) **PROPERTY TAX**

Real property taxes become a lien on January 1 preceding the October 1 date for which the Council adopted tax 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 Intergovernmental Receipts. 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.

Public utilities are also taxed on personal and real property located within the Village.

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

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

## (5) LOCAL INCOME TAX

The Village levies a municipal income tax of 1.5% on substantially all earned income arising from employment, residency, or business activities within the Village as well as certain income of residents earned outside of the Village.

Employers within the Village withhold income tax on employee compensation and remit the tax to the Village either monthly or quarterly, as required. Corporations and other individual taxpayers pay estimated taxes quarterly and file a declaration annually.

#### (6) DEBT

Debt outstanding at December 31, 2009 was as follows:

	<u>Principal</u>	Interest <u>Rate</u>
Ohio Water Dev. Authority Loan Water Plant #2	\$ 6,386,078	4.10%
Special Assessment Bonds	20,000	7.1% -7.2%
Ohio Water Development Authority Loan - Water Tower	935,976	5.54%
Waste Water Plant Mortgage Revenue Bonds	356,960	5.80%
Ohio Public Works Commission Loan - Elmwood Street Storm Separation	36,200	0%
Total	\$ <u>7,735,214</u>	

The Ohio Water Development Authority (OWDA) loans were made to finance a water line, water tower projects and construction of a water plant. The loans are collateralized by water receipts. The Village has agreed to set utility rates sufficient to cover OWDA debt service requirements.

Special Assessment Bonds were issued for street improvements and waste water plan construction. Special assessments on residents residing within the Village limits are used to repay this debt.

The Mortgage Revenue Bonds were issued for construction of a new waste water treatment plant and construction of a reservoir for the Village's Water Works. The bonds are secured by a mortgage against the waste water treatment plant and reservoir. The Village has agreed to set utility rates sufficient to cover outstanding bond requirements.

The Ohio Public Works Commission Loan was used to contract a storm separation project on Elmwood Street. Property tax revenue of the Village is used to repay this debt.

## (6) DEBT (CONTINUED)

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

		<u>VDA Loan</u> er Plant #2	Ass	<u>Special</u> sessment Bonds	<u>OWDA Loan</u> Water Tower			<u>WWP Mort.</u> <u>Revenue</u> Bond		<u>OPWC Loan -</u> Elmwood		Totals
Year Ending December 31												
2010	\$	192,798	\$	11,440	\$	95,681	\$	103,347	\$	5,171	\$	408,437
2011		385,596		10,720		95,681		103,054		5,171		600,222
2012		385,596		0		95,681		102,745		5,171		589,193
2013		385,596		0		95,681		102,418		5,171		588,866
2014		385,596		0		95,661		0		5,171		486,428
2015-2019	-	1,927,983		0		478,406		0		10,345		2,416,734
2020-2024	-	1,927,980		0		430,565		0		0		2,358,545
2025-2029	-	1,468,051		0		0		0		0		1,468,051
2030-2034	-	1,927,980		0		0		0		0		1,927,980
2035-2039		1,735,182		0		0	_	0	_	0	-	1,735,182
Totals	\$ <u>1(</u>	0,722,358	\$	22,160	\$	1,387,356	\$_	411,564	\$	36,200	\$	12,579,638

## (7) RETIREMENT SYSTEMS

The Village's law enforcement officers belong to the Ohio Police and Fire Pension Funds (OP&F). Other full-time employees belong to the Ohio Public Employees Retirement Systems (OPERS). OP&F and OPERS are cost-sharing, multiple-employer plans. These plans provide 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 2009 and 2008, OP&F participants contributed 10% of their wages. The Village contributed an amount equal to 19.5% of police participant wages. For 2009 and 2008, OPERS members contributed 10% of their gross wages. The Village contributed an amount equal to 14% of participants' gross salaries for 2009 and 2008. The Village has paid all contributions required through December 31, 2009

Pension expense amounted to \$146,996 and \$144,203 for 2009 and 2008, respectively.

#### (8) **RISK MANAGEMENT**

The Village is a member of the Ohio Government Risk Management Plan (the Plan), a nonassessable, unincorporated non-profit association providing a formalized, jointly administered self-insurance risk management program and other administrative services to over 550 governments(members).

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.

## (8) RISK MANAGEMENT (CONTINUED)

The Plan issues its own policies and reinsures the Plan with A-VII or better rated carriers except the plan retains the lesser of 15% or \$37,500 of casualty losses and the lesser of 10% or \$100,000 of property losses. Therefore, the individual members are only responsible for their self-retention (deductible) amounts which vary from member to member.

## (9) SUBSEQUENT EVENTS

The Village has evaluated subsequent events through October 13, 2010, the date the financial statements were available to be issued. There were no subsequent events that required adjustment to the financial statements or additional disclosure.

#### (10) NONCOMPLIANCE

Contrary to Ohio law, budgetary expenditures exceeded appropriation authority as follows:

		Appropriation	Budgetary	
<u>Year</u>	Fund Type	Authority	Expenditures	<u>Excess</u>
2009	Enterprise	\$1,968,826	\$2,270,839	\$(302,013)
2009	Agency	\$ 50,721	\$ 82,989	\$ (32,268)
2008	Agency	\$0	\$ 37,514	\$ (37,514)

Contrary to Ohio law, Agency fund appropriations for the year ended December 31, 2009 were in excess of total estimated resources by \$1,788.

Contrary to Ohio law, there were 23 instances of orders involving the expenditure of money where the fiscal officer did not certify that the amount required to meet the obligation has been lawfully appropriated. (11) **PRIOR PERIOD ADJUSTMENTS** 

During the years ended December 31, 2009 and 2008, it was discovered that traffic fines, income tax fines and court paper fees had been mistakenly recorded in the special revenue fund. These funds should have been recorded in the general fund. The net effect of this item on the January 1, 2008 general and special revenue fund cash balances is as follows:

	As of		Prior		January 1,	
	December		Period		2008, As	
		<u>31, 2007</u>	<u>A</u>	<u>djustment</u>		Restated
General Fund Cash Balance	\$	343,516	\$	47,111	\$	390,627
Special Revenue Fund Cash Balance		540,619		(47,111)		493,508

## (11) PRIOR PERIOD ADJUSTMENTS (CONTINUED)

During the years ended December 31, 2009 and 2008, it was discovered that water activity had been mistakenly recorded in the debt service fund. These funds should have been recorded in the enterprise fund. The net effect of these items on the January 1, 2008 debt service and enterprise fund cash balances is as follows:

			s of Prior ember Period		January 1, 2008, As	
	3	<u>31, 2007</u>	<u>A</u>	<u>djustment</u>		<u>Restated</u>
Debt Service Fund Cash Balance	\$	23,080	\$	(23,080)	\$	0
Enterprise Fund Cash Balance		782,653		23,080		805,733

## LublinSussman Group LLP

**Certified Public Accountants** 

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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

To the Village Council Village of Delta Fulton County 401 Main Street Delta, OH 43515

We have audited the financial statements of the Village of Delta, Fulton County, (the Village) as of and for the years ended December 31, 2009 and 2008, and have issued our report thereon dated October 13, 2010 wherein we noted that the Village prepared its financial statements using accounting practices the Auditor of State prescribes or permits rather than accounting principles generally accepted in the United States of America. We conducted our audits 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 as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Village's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. Therefore, we cannot assure that we have identified all deficiencies, significant deficiencies or material weaknesses. However, as described in the accompanying schedule of findings and responses we identified certain deficiencies in internal control over financial reporting that we consider material weaknesses and other deficiencies we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent or detect and timely correct misstatements. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Village's financial statements will not be prevented, or detected and timely corrected. We consider findings 2009-001 through 2009-005 described in the accompanying schedule of findings and responses to be material weaknesses.

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Douglas J. Welch, CPA, CVA Lee D. Wunschel, CPA Thomas J. Jaffee, JD, CPA Terri S. Lee, CPA Eric M. Golus, CPA A significant deficiency is a deficiency, or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider findings 2009-006 and 2009-007 described in the accompanying schedule of findings and responses to be significant deficiencies.

#### Compliance and Other Matters

As part of reasonably assuring whether the Village's financial statements are 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 such an opinion. The results of our tests disclosed instances of noncompliance we must report under Government Auditing Standards which is described in the accompanying schedule of findings and responses as items 2009-008 through 2009-010.

We did note certain matters not requiring inclusion in this report that we reported to the Village's management in a separate letter dated October 13, 2010.

The Village of Delta's responses to the findings identified in our audit is described in the accompanying schedule of findings and responses. We did not audit the Village's responses and, accordingly, we express no opinion on it.

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

WinSussman Group LLP

October 13, 2010 Toledo, Ohio

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

## FINDING NUMBER 2009-001

## Material Weakness - Detection of material misstatements

An adequately designed internal control structure allows management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements in the financial statements. During the course of our audit, we identified material misstatements in the financial statements for both years ended December 31, 2009 and 2008 that were not initially identified by the Village's internal control over financial reporting. Audit adjustments were necessary to correct these errors.

Officials' Response: No Response

#### FINDING NUMBER 2009-002

## Material Weakness - Preparation of Financial Statements

An adequately designed internal control structure includes systems and procedures to enable an entity to prepare financial statements including required footnote disclosures under the method of accounting used. The ability to prepare the financial statements and provide all the necessary disclosures under the accounting basis the Auditor of State prescribes or permits requires specialized professional accounting knowledge. The Village of Delta does not employ any individuals with this professional accounting knowledge which results in a material weakness of the internal control system. We recommend an individual within the finance department receive proper training to be able to prepare the Village's financial statements.

Officials' Response: No Response

## FINDING NUMBER 2009-003

## Material Weakness - Recording of debt proceeds

During our audit, it was discovered that debt proceeds and disbursements, received indirectly, were not recorded by the Village. This error caused the financial statements to be materially misstated.

We recommend that all debt proceeds and disbursements not directly received by the Village be recorded in accordance with the basis of accounting described in Note 1 of the financial statements.

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

## FINDING NUMBER 2009-004

## Material Weakness - Control over Cash Receipts and Utility Billing Adjustments and Calculations

During our audit, we noted that one person was responsible for collecting utility receipts, calculating utility bills, posting and adjusting utility bills, and making deposits. This condition presents a lack of segregation of duties and has resulted in allegations of misappropriation of cash by a former employee. We recommend that all cash receipts be reconciled on a daily basis and all utility billing adjustments be reviewed on a regular basis to ensure the validity of the billing adjustment.

Officials' Response: No Response

## FINDING NUMBER 2009-005

## Material Weakness - Estimated Revenues and Appropriations in Accounting System

During our testing of budgetary compliance, we noted that the latest Council approved certificate of estimated resources and amended appropriation measures did not match the budgeted amounts entered in the accounting system for both years ended December 31, 2009 and 2008. Such differences could cause deficit spending and spending not in accordance with the legislative authority. We recommend all Council approved certificates of estimated resources and appropriation measures be duplicated in the accounting system.

Officials' Response: No Response

## FINDING NUMBER 2009-006

## Significant Deficiency - Approval and handling of cash disbursement records

The finance committee is required to approve all cash disbursements and proper accounting documentation must be maintained for all cash disbursements. During our testing of non-payroll disbursements, we were unable to verify the approval of cash disbursements by the finance committee on eight instances combined for the years ended December 31, 2009 and 2008. Of those eight instances, we were unable to locate two invoices related to our cash disbursement selections. These instances could cause unauthorized spending of Village resources. We recommend that the Village properly maintain all cash disbursement records along with a record of the finance committee's approval.

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

### FINDING NUMBER 2009-007

# Significant Deficiency - Supporting documentation for income tax returns and waiver approval process of income tax penalties and interest

Proper accounting documentation must be maintained for processing income tax returns. During our testing of income tax returns for both years ended December 31, 2009 and 2008, we were unable to verify the revenue reported by the taxpayer with supporting documentation on four instances. These instances could cause income tax returns to be processed incorrectly. We recommend that the Village properly maintain all supporting documentation for the income tax returns filed.

Income tax penalties and interest charges are to be calculated according to established Village policies. During our income tax return testing it was noted that the Village is not following adopted formal procedures for waiver approvals related to income tax penalties and interest charges. We recommend that a list be maintained of all income tax penalties and interest charges that were waived for taxpayers and that the list be approved by the finance committee. This recommendation is to ensure that taxpayers are being treated fairly and that the finance committee is involved in the oversight of these waivers.

Officials' Response: No Response

## FINDING NUMBER 2009-008

## Noncompliance Citation

Ohio Revised Code Section 5705.41(D) states that no orders or contracts involving the expenditure of money are to be made unless there is a certificate from the fiscal officer that the amount required for the order or contract has been lawfully appropriated. During our testing of non-payroll disbursements, we noted twenty three instances combined for years ending December 31, 2009 and 2008, where invoice dates were dated before the purchase order or blanket certificate date. These instances could cause deficit spending. We recommend the Fiscal Officer issue a "Then and Now Certificate" to certify that at both the time the order or contract was made and at the time the Fiscal Officer is completing the certification, sufficient funds were available to cover the expenditure.

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

## FINDING NUMBER 2009-009

#### Noncompliance Citation

Ohio Revised Code Section 5705.41(B) states that no subdivision shall make any expenditure of money unless it has been lawfully appropriated.

The following funds had expenditures in excess of appropriations for the fiscal year ended December 31, 2009:

	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Excess
Enterprise	\$1,968,826	\$2,270,839	\$(302,013)
Agency	\$ 50,721	\$ 82,989	\$ (32,268)

The following funds had expenditures in excess of appropriations for the fiscal year ended December 31, 2008:

	Appropriation	Budgetary	
<u>Fund Type</u>	Authority	Expenditures	<u>Excess</u>
Agency	\$0	\$37,514	\$(37,514)

These instances can cause deficit spending. We recommend the Village review and amend appropriations whenever necessary to prevent expenditures from exceeding appropriations, providing sufficient resources are available.

Officials' Response: No Response

#### FINDING NUMBER 2009-010

#### Noncompliance Citation

Ohio Revised Code Section 5705.39 states that total appropriations from each fund shall not exceed total estimated resources.

It was noted that appropriations exceeded estimated resources available for the year ended December 31, 2009 in the Agency Fund by \$1,788. This could lead to deficit spending. We recommend that the Village review the estimated revenues and appropriations calculations throughout the year to protect funds from being overspent.

## VILLAGE OF DELTA FULTON COUNTY SCHEDULE OF PRIOR AUDIT FINDINGS DECEMBER 31, 2009 AND 2008

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b>Explain:</b>
2007-001	Detection of material misstatements	No	Finding repeated as 2009-001
2007-002	Recording of debt proceeds	No	Finding repeated as 2009-003
2007-003	Tracking and safeguarding of refuse tags	Yes	
2007-004	Noncompliance citation - change order not properly approved	Yes	
2007-005	Noncompliance citation - Financial accounting system did not properly reflect approved appropriations and estimated resources	No	Finding repeated as 2009-005
2007-006	Noncompliance citation - Appropriations exceeded actual available resources	Yes	

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VILLAGE OF DELTA

**FULTON COUNTY** 

**CLERK'S CERTIFICATION** 

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

Susan Babbett

**CLERK OF THE BUREAU** 

CERTIFIED DECEMBER 9, 2010

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