



**BELLEVUE AREA TOURISM AND VISITORS BUREAU
HURON COUNTY**

REGULAR AUDIT

FOR THE YEARS ENDED SEPTEMBER 30, 2001-2000



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

**BELLEVUE AREA TOURISM AND VISITORS BUREAU
HURON COUNTY**

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REPORT OF INDEPENDENT ACCOUNTANTS

Bellevue Area Tourism and Visitors Bureau
Huron County
253 Southwest Street
P.O. Box 63
Bellevue, Ohio 44811-0063

To the Board of Trustees:

We have audited the accompanying financial statements of Bellevue Area Tourism and Visitors Bureau (the Bureau) as of and for the years ended September 30, 2001 and 2000. These financial statements are the responsibility of the Bureau'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 *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits 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 audits provide a reasonable basis for our opinion.

As discussed in Note 1, the Bureau prepares its financial statements on the basis of accounting prescribed or permitted by the Auditor of State, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the fund cash balances of the Bureau as of September 30, 2001 and 2000, and its cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 11, 2001, on our consideration of the Bureau's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audits.

This report is intended solely for the information and use of the audit committee, management, the Board of Trustees and other officials authorized to receive this report under § 117.26, Ohio Revised Code, and is not intended to be and should not be used by anyone other than these specified parties.

Jim Petro
Auditor of State

December 11, 2001

**BELLEVUE AREA TOURISM AND VISITORS BUREAU
HURON COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2001**

	Governmental Fund
	General
Cash Receipts:	
Hotel/Motel Taxes	\$24,619
Interest Earnings	103
Other Receipts	170
Total Cash Receipts	24,892
Cash Disbursements:	
Current:	
Administrative	5,369
Operating	2,502
Advertising	16,840
Miscellaneous	48
Scholarship	600
Total Disbursements	25,359
Total Disbursements Over Receipts	(467)
Fund Cash Balances, October 1	6,613
Fund Cash Balances, September 30	\$6,146

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

**BELLEVUE AREA TOURISM AND VISITORS BUREAU
HURON COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2000**

	Governmental Fund
	General
Cash Receipts:	
Hotel/Motel Taxes	\$26,252
Interest Earnings	136
Other Receipts	179
	26,567
Total Cash Receipts	26,567
Cash Disbursements:	
Current:	
Administrative	5,307
Operating	2,350
Advertising	17,268
Miscellaneous	1,628
Scholarship	600
	27,153
Total Disbursements	27,153
Total Disbursements Over Receipts	(586)
Fund Cash Balances, October 1	7,199
Fund Cash Balances, September 30	\$6,613

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

**BELLEVUE AREA TOURISM AND VISITORS BUREAU
HURON COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2001 AND 2000**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Bellevue Area Tourism and Visitors Bureau (the Bureau) is a body corporate and politic established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Bureau is directed by a Board of Trustees. The Board may consist of between three and seventeen members. Ten local organizations are invited to appoint one Trustee each, with the Bureau's membership having the option of electing up to seven appointed members. The purpose of the Bureau is to promote tourism, conferences, conventions, and group meetings to the Bellevue, Ohio area.

The Bureau's management believes these financial statements present all activities for which the Bureau 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.

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

C. Fund Accounting

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

General Fund

The General Fund is the general operating fund. It is used to account for all financial resources of the Bureau.

D. Budgetary Process

The Bureau budgets each the General Fund annually.

1. Appropriations

The Board of Trustees annually approves appropriation measures and subsequent amendments at the object level.

2. Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts) plus cash as of October 1.

A summary of 2001 and 2000 budgetary activity appears in Note 3.

**BELLEVUE AREA TOURISM AND VISITORS BUREAU
HURON COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2001 AND 2000
(Continued)**

E. 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.

2. EQUITY IN POOLED CASH

The Bureau maintains a cash pool used by all funds. The carrying amount of cash and investments at September 30 follows:

	2001	2000
Demand deposits	\$6,146	\$6,613

Deposits are insured by the Federal Depository Insurance Corporation.

3. BUDGETARY ACTIVITY

Budgetary activity for the years ended September 30, 2001 and 2000 follows:

2001 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$30,270	\$24,892	(\$5,378)

2001 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$29,950	\$25,359	\$4,591

2000 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$26,225	\$26,567	\$342

2000 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$32,320	\$27,153	\$5,167

**BELLEVUE AREA TOURISM AND VISITORS BUREAU
HURON COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
SEPTEMBER 30, 2001 AND 2000
(Continued)**

4. HOTEL/MOTEL TAX

The City of Bellevue provides funding to the Bureau by remitting collections from the City's hotel/motel tax.

5. RISK MANAGEMENT

The Bureau has obtained commercial insurance for general liability risks.

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**REPORT OF INDEPENDENT ACCOUNTANTS ON COMPLIANCE AND ON INTERNAL CONTROL
REQUIRED BY GOVERNMENT AUDITING STANDARDS**

Bellevue Area Tourism and Visitors Bureau
Huron County
253 Southwest Street
P.O. Box 63
Bellevue, Ohio 44811-0063

To the Board of Trustees:

We have audited the accompanying financial statements of Bellevue Area Tourism and Visitors Bureau (the Bureau) as of and for the years ended September 30, 2001 and 2000, and have issued our report thereon dated December 11, 2001. 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.

Compliance

As part of obtaining reasonable assurance about whether the Bureau's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audits and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audits, we considered the Bureau's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. 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 condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. 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 that does not require inclusion in this report, that we have reported to the management of the Bureau in a separate letter dated December 11, 2001.

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

Jim Petro
Auditor of State

December 11, 2001



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BELLEVUE AREA TOURISM AND VISITORS BUREAU

HURON 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
JANUARY 8, 2002**