



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

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STATE OF OHIO
OFFICE OF THE AUDITOR

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REPORT OF INDEPENDENT ACCOUNTANTS

Brookfield Township
Trumbull County
6844 Strimbu Drive
Brookfield, Ohio 44403

To the Board of Trustees:

We have audited the accompanying financial statements of Brookfield Township, Trumbull County, Ohio, (the Township) as of and for the years ended December 31, 2001 and December 31, 2000. These financial statements are the responsibility of the Township'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.

As discussed in Note 1, the Township 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 combined fund cash balances and reserves for encumbrances of the Township as of December 31, 2001 and December 31, 2000, and its combined 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 June 20, 2002 on our consideration of the Township'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 audit.

This report is intended solely for the information and use of the 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.

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Jim Petro
Auditor of State

June 20, 2002

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**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL AND SIMILAR FIDUCIARY FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2001**

	<u>Governmental Fund Types</u>			<u>Fiduciary Fund Types</u>	Totals (Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Expendable Trust</u>	
Cash Receipts:					
Property Tax and Other Local Taxes	\$59,274	\$1,113,909			\$1,173,183
Special Assessments			\$23,999		23,999
Intergovernmental Receipts	353,628	154,468			508,096
Licenses, Permits and Fees		32,242			32,242
Charges for Services		428,395			428,395
Fines and Forfeitures	4,267	11,337			15,604
Earnings on Investments	26,186	2,665			28,851
Miscellaneous	134,377	72,386			206,763
	<u>577,732</u>	<u>1,815,402</u>	<u>23,999</u>	<u>0</u>	<u>2,417,133</u>
Cash Disbursements:					
Current:					
Public Health Services	24,189	41,883			66,072
Leisure Time Activities	26,931				26,931
Public Safety	26,985	1,443,039			1,470,024
Supplies and Materials		26,452			26,452
Public Works	128,683	259,857	316		388,856
General Government	132,992				132,992
Capital Outlay	3,045		12,658		15,703
Debt Service			12,751		12,751
	<u>342,825</u>	<u>1,771,231</u>	<u>25,725</u>	<u>0</u>	<u>2,139,781</u>
Total Receipts Over/(Under) Disbursements	<u>234,907</u>	<u>44,171</u>	<u>(1,726)</u>	<u>0</u>	<u>277,352</u>
Other Financing Receipts/(Disbursements):					
Transfers-In			8,763	\$746	9,509
Transfers-Out	(9,509)				(9,509)
Other Financing Sources		9,150			9,150
	<u>(9,509)</u>	<u>9,150</u>	<u>8,763</u>	<u>746</u>	<u>9,150</u>
Excess of Cash Receipts and Other Financing Receipts Over Cash Disbursements and Other Financing Disbursements	225,398	53,321	7,037	746	286,502
Fund Cash Balances, January 1	336,838	178,550	100,137	(746)	614,779
Fund Cash Balances, December 31	<u>\$562,236</u>	<u>\$231,871</u>	<u>\$107,174</u>	<u>\$0</u>	<u>\$901,281</u>
Reserves for Encumbrances, December 31	<u>\$0</u>	<u>\$25,107</u>	<u>\$0</u>	<u>\$0</u>	<u>\$25,107</u>

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

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS,
AND CHANGES IN FUND CASH BALANCES - NON EXPENDABLE TRUST FUND
FOR THE YEAR ENDED DECEMBER 31, 2001**

	<u>Non Expendable Trust</u>
Operating Cash Receipts:	
Earnings from Investments	<u>\$12</u>
Total Operating Cash Receipts	<u>12</u>
Operating Cash Disbursements:	
Leisure Time Activities	12
Public Health Services	<u>1,975</u>
Total Operating Cash Disbursements	<u>1,987</u>
Operating Loss	<u>(1,975)</u>
Non-Operating Cash Receipts:	
Other Non-Operating Receipts	<u>1,512</u>
Total Non-Operating Cash Receipts	<u>1,512</u>
Non-Operating Cash Disbursements:	
Other Non-Operating Cash Disbursements	<u>20</u>
Total Non-Operating Cash Disbursements	<u>20</u>
Net Receipts Under Disbursements	(483)
Fund Cash Balances, January 1	<u>11,291</u>
Fund Cash Balances, December 31	<u><u>\$10,808</u></u>

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

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL AND SIMILAR FIDUCIARY FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2000**

	Governmental Fund Types			Fiduciary Fund Types	Totals (Memorandum Only)	
	General	Special Revenue	Debt Service	Capital Projects		Expendable Trust
Cash Receipts:						
Property Tax and Other Local Taxes	\$44,554	\$1,087,032			\$1,131,586	
Special Assessments				\$13,218	13,218	
Intergovernmental Receipts	315,308	183,104			498,412	
Licenses, Permits and Fees		23,545			23,545	
Charges for Services		390,992			390,992	
Fines and Forfeitures	11,222	1,834			13,056	
Earnings on Investments	36,822	2,231			39,053	
Miscellaneous	82,102	88,054			170,156	
Total Cash Receipts	490,008	1,776,792	0	13,218	0	2,280,018
Cash Disbursements:						
Current:						
Public Health Services	16,414	56,822			73,236	
Leisure Time Activities	13,729	104,740			121,065	
Public Safety		1,396,049			1,396,049	
Supplies and Materials		19,553			19,553	
Public Works	83,081	239,483			322,564	
General Government	161,691				161,691	
Capital Outlay				5,347	5,347	
Debt Service			\$63,291	13,204	76,495	
Total Cash Disbursements	274,915	1,816,647	63,291	18,551	2,596	2,176,000
Total Receipts Over/(Under) Disbursements	215,093	(39,855)	(63,291)	(5,333)	(2,596)	104,018
Other Financing Receipts/(Disbursements):						
Transfers-In		75,577	63,291		138,868	
Advances-In	25,000			6,655	31,655	
Transfers-Out	(90,577)	(48,291)			(138,868)	
Advances-Out	(6,655)	(25,000)			(31,655)	
Other Financing Sources		10,500			10,500	
Total Other Financing Receipts/(Disbursements)	(72,232)	12,786	63,291	6,655	0	10,500
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	142,861	(27,069)	0	1,322	(2,596)	114,518
Fund Cash Balances, January 1	193,977	205,619	0	98,815	1,850	500,261
Fund Cash Balances, December 31	\$336,838	\$178,550	\$0	\$100,137	(\$746)	\$614,779
Reserves for Encumbrances, December 31	\$0	\$15,852	\$0	\$0	\$0	\$15,852

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

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS,
AND CHANGES IN FUND CASH BALANCES - NON EXPENDABLE TRUST FUND
FOR THE YEAR ENDED DECEMBER 31, 2000**

	<u>Non Expendable Trust</u>
Operating Cash Receipts:	
Earnings from Investments	<u>\$9</u>
Total Operating Cash Receipts	<u>9</u>
Operating Cash Disbursements:	
Public Health Services	<u>9</u>
Total Operating Cash Disbursements	<u>9</u>
Operating Income	<u>0</u>
Non-Operating Cash Receipts:	
Other Non-Operating Receipts	<u>1,611</u>
Total Non-Operating Cash Receipts	<u>1,611</u>
Net Receipts Over Disbursements	1,611
Fund Cash Balances, January 1	<u>9,680</u>
Fund Cash Balances, December 31	<u><u>\$11,291</u></u>

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

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Brookfield Township, Trumbull County, (the Township) 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 Township is directed by a publicly-elected three-member Board of Trustees. The Township provides general governmental services, including road and bridge maintenance, cemetery maintenance, fire protection and emergency medical services.

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

A corporate investment account is valued at cost.

Investments are reported as assets. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains or losses at the time of sale are recorded as receipts or disbursements, respectively.

D. Fund Accounting

The Township uses fund accounting to segregate cash and investments that are restricted as to use. The Township 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.

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

2. Special Revenue Funds

These funds are used to account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The Township had the following significant special revenue funds:

Road and Bridge Fund - This fund receives property tax money for constructing, maintaining and repairing Township roads and bridges.

Gasoline Tax Fund - This fund receives gasoline tax money to pay for constructing, maintaining and repairing Township roads.

Police District Fund - This fund receives property tax money to provide police protection to the residents of the Township.

Fire District Fund - This fund receives property tax money to provide fire protections to the residents of the Township.

Ambulance and Emergency Service Fund - This fund receives payments for charges for services from an ambulance/medical service that is provided by the Township.

3. Debt Service Fund

This fund is used to accumulate resources for the payments of general obligation note indebtedness.

4. Capital Project Funds

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

Breezewood Lakes Drive Road Improvement - The Township secured financing for the project through assessment or property owners.

5. Fiduciary Funds (Expendable and Non Expendable Trust Funds)

These funds are used to account for resources restricted by legally binding trust agreements. If the agreement requires the Township to maintain the corpus of the trust, the fund is classified as a non expendable trust fund. The Township had one expendable trust fund-the Brookfield Economic Development Trust Fund. This fund received donations to be used to study and develop an economic development plan for the Township. The Township had the following significant non expendable trust fund:

Cemetery Bequest - This fund receives interest on a savings passbook for which only the interest is expendable to maintain cemetery sites.

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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, function or object level of control, and appropriations may not exceed estimated resources. The Board of Trustees 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 Township 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 2001 and 2000 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 on the accompanying financial statements.

G. Unpaid Vacation and Sick Leave

Employees are entitled to cash payments for unused vacation and sick leave in certain circumstances, such as upon leaving employment. Unpaid vacation and sick leave are not reflected as liabilities under the basis of accounting used by the Township.

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

2. EQUITY IN POOLED CASH AND INVESTMENTS

The Township 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>2001</u>	<u>2000</u>
Demand deposits	(\$96,958)	(\$123,167)
Cemetery bequest	607	607
Total Deposits	(96,351)	(122,560)
Repurchase Agreement	1,008,440	748,630
Total deposits and investments	\$912,089	\$626,070

Deposits: Deposits are insured by the Federal Depository Insurance Corporation.

Investment: The Township's agent holds securities collateralizing repurchase agreements. The securities are not in the Township's name.

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2001 and December 31, 2000 are as follows:

2001 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$335,909	\$577,732	\$241,823
Special Revenue	1,826,235	1,824,552	(1,683)
Capital Project	131,687	32,762	(98,925)
Expendable Trust	746	746	0
Non Expendable Trust	1,225	1,524	299
Total	\$2,295,802	\$2,437,316	\$141,514

2001 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$672,747	\$352,334	\$320,413
Special Revenue	2,020,637	1,796,338	224,299
Capital Project	125,137	25,725	99,412
Expendable Trust	0	0	0
Non Expendable Trust	12,517	2,007	10,510
Total	\$2,831,038	\$2,176,404	\$654,634

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

3. BUDGETARY ACTIVITY (continued)

2000 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$368,659	\$490,008	\$121,349
Special Revenue	1,754,759	1,862,869	108,110
Debt Service	0	63,291	63,291
Capital Project	126,815	13,218	(113,597)
Expendable Trust	0	0	0
Non Expendable Trust	830	1,620	790
Total	\$2,251,063	\$2,431,006	\$179,943

2000 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$562,636	\$365,492	\$197,144
Special Revenue	1,962,593	1,880,790	81,803
Debt Service	0	63,291	(63,291)
Capital Project	126,815	18,551	108,264
Expendable Trust	1,850	2,596	(746)
Non Expendable Trust	10,510	9	10,501
Total	\$2,664,404	\$2,330,729	\$333,675

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.

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

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 Township.

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

5. DEBT

Debt outstanding at December 31, 2001 was as follows:

	Principal	Interest Rate
General Obligation Notes - Fire Hall	\$270,255	5.50%
General Obligation Notes - Road Improvement	65,000	4.70%
Total	\$335,255	

The general obligation notes were issued to finance the purchase of a fire hall and a road improvement project. The notes are collateralized solely by the Township's taxing authority.

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

Year ending December 31:	General Obligation Notes
2002	\$76,229
2003	75,759
2004	75,289
2005	74,819
2006	74,349
Subsequent	15,705
Total	\$392,150

6. RETIREMENT SYSTEMS

All Township police officers are excluded from OP&F. The Township's certified Fire Fighters belong to the Police and Fire Pension Fund (OP&F). Other employees belong to the Public Employees Retirement System (PERS) of Ohio. OP&F and PERS 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 2001 and 2000, members of OP&F contributed 10% of their wages to the OP&F. The Township contributed an amount equal to 19.5% of their wages. PERS members contributed 8.5% of their gross salaries. The Township contributed an amount equal to 13.55% of participants' gross salaries for 2001 and from January 1, 2000 through June 30, 2000. PERS temporarily reduced the employer contribution rate to 8.13% effective July 1, 2000 through December 31, 2000. The Township has paid all contributions required through December 31, 2001.

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

7. RISK MANAGEMENT

The Township has obtained commercial insurance for the following risks:

- Comprehensive property and general liability
- Vehicles
- Errors and omissions

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

8. LEGAL COMPLIANCE

As of December 31, 2000 the Township had three funds with negative cash balances which is contrary to Ohio Revised Code Section 5705.10.

Ohio Revised Code Section 5705.41 (B) requires all expenditures of funds to be properly appropriated. As of December 31, 2000 the Township had three funds which had expenditures that exceeded appropriations and as of December 31, 2001 one fund that had expenditures that exceeded the appropriations.

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STATE OF OHIO
OFFICE OF THE AUDITOR
JIM PETRO, AUDITOR OF STATE

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

Brookfield Township
Trumbull County
6844 Strimbu Drive
Brookfield, Ohio

To the Board of Trustees:

We have audited the accompanying financial statements of Brookfield Township, Trumbull County, Ohio (the Township), as of and for the years ended December 31, 2001 and December 31, 2000, and have issued our report thereon dated June 20, 2002. 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.

Compliance

As part of obtaining reasonable assurance about whether the Township'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 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 that are required to be reported under Government Auditing Standards which are described in the accompanying schedule of findings as items 2001-41178-01 and 2001-41178-02.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Township'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 other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the Township in a separate letter dated June 20, 2002.

Brookfield Township
Trumbull County
Report of Independent Accountants on Compliance and on
Internal Control Required by *Government Auditing Standards*
Page 2

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

A handwritten signature in black ink, appearing to read "Jim Petro". The signature is stylized with a large, sweeping initial "J" and a cursive "Petro".

Jim Petro
Auditor of State

June 20, 2002

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2001 AND 2000**

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

FINDING NUMBER 2001-41178-001

Ohio Revised Code, Section 5705.10 requires that all revenue derived from a source other than the general property tax and which the law prescribes shall be used for a particular purpose shall be paid into a special fund for such purpose. Whenever negative cash balances exist, the cash balance from one fund has been used to support the activities of another fund. The following funds had negative fund cash balances as of December 31, 2000:

<u>Fund Type</u>	<u>Fund Name</u>	<u>Amount</u>
Special Revenue	Fire District	(\$23,999)
Debt Service	Breezewood Lakes	(\$ 6,549)
Expendable Trust	Economic Development	(\$ 746)

We recommend the Township establish internal control procedures and policies that will strengthen the controls over budgetary compliance.

FINDING NUMBER 2001-41178-002

Ohio Rev. Code Section 5705.41 (B), states that no subdivision or taxing unit is to expend money unless it has been appropriated. As of December 31, the following funds had expenditures in excess of appropriations:

<u>2000</u>	<u>Appropriations</u>	<u>Expenditures</u>	<u>Variance</u>
Nature Works	\$ 0	\$ 104,740	\$ 104,740
Debt Service	0	63,291	63,291
Economic Development	1,850	2,596	746

<u>2001</u>	<u>Appropriations</u>	<u>Expenditures</u>	<u>Variance</u>
Note Retirement - Breezewood	\$ 4,950	\$ 13,069	\$ 8,119

We recommend the Township establish control procedures to provide assurance that requirements established by Ohio Revised Code are adhered to.

**BROOKFIELD TOWNSHIP
TRUMBULL COUNTY
JANUARY 1, 2000 THROUGH DECEMBER 31, 2001**

SCHEDULE OF PRIOR AUDIT FINDINGS

Finding Number	Finding Summary	Fully Corrected ?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No <u>Longer</u> <u>Valid</u> ; <i>Explain:</i>
1999-41178-001	Clerk was overpaid \$128.81	Corrected	
1999-41178-002	Fire Chief was overpaid \$816.00	Corrected	
1999-41178-003	Cited Section 5705.41(B) for spending in excess of appropriations	No	This finding was reissued as finding #2001-41178-002.



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

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BROOKFIELD TOWNSHIP

TRUMBULL 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
JULY 23, 2002**