



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

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STATE OF OHIO
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REPORT OF INDEPENDENT ACCOUNTANTS

Lima/Allen County Regional Planning Commission
Allen County
130 West North Street
Lima, Ohio 45801-4311

To the Commission:

We have audited the accompanying general-purpose financial statements of the Lima/Allen County Regional Planning Commission, Allen County, Ohio, (the Commission) as of and for the year ended June 30, 2002, as listed in the table of contents. These general-purpose financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of the Lima/Allen County Regional Planning Commission, Allen County, as of June 30, 2002, and the results of its operations and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 15, 2002, on our consideration of the Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and 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.

Our audit was made for the purpose of forming an opinion on the general-purpose financial statements taken as a whole. The accompanying schedule of federal awards expenditures is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of State and Local Governments, and Non-Profit Organizations*, and is not a required part of the general-purpose financial statements. The accompanying information listed as supplemental schedules in the table of contents is also presented for purposes of additional analysis and is not a required part of the general-purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general-purpose financial statements taken as a whole.

A handwritten signature in black ink, appearing to read "Jim Petro", with a stylized flourish at the end.

Jim Petro
Auditor of State

November 15, 2002

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**BALANCE SHEET
AS OF JUNE 30, 2002**

Current Assets:

Cash		\$74,176
Accounts Receivable:		
Ohio Department of Transportation (ODOT)	\$ 44,823	
Federal Highway Administration - Rideshare	3,736	
Ohio Department of Public Safety	20,610	
Surface Transportation Program	4,255	
Local Assessments	8,316	
Other	7,966	89,706
Prepaid Expenses		10,763
Total Current Assets		174,645

Fixed Assets:

Office Equipment	78,152	
Software	10,840	
Vehicles	30,476	
Building	289,160	
Capitalized Lease Assets:		
Copiers	46,472	
Total Fixed Assets (Net of Accumulated Depreciation/Amortization)		455,100
Total Assets		\$ 629,745

Current Liabilities:

Capitalized Lease Obligations (Current)	\$8,920	
Mortgage Payable (Current)	10,673	
Accounts Payable	1,610	
Accrued Wages	17,776	
Accrued Vacation	16,652	
Accrued Sick Leave	1,773	
Accrued Retirement Benefits	4,553	
Accrued Workers Compensation	5,876	
Accrued Medicare	258	
Deferred Local Revenues	110,909	
Total Current Liabilities		179,000
Long Term Obligations		225,475
Total Liabilities		404,475

Fund Equity and Other Credits

Contributed Capital (Net of Depreciation)	5,609	
Fund Equity - Undesignated	219,661	
Total Fund Equity and Other Credits		225,270
Total Liabilities, Fund Equity and Other Credits		\$ 629,745

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

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND EQUITY
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

Revenues:	
Fees Charged to Subdivisions	\$ 116,064
Federal Grants:	
Ohio Department of Transportation	232,470
Surface Transportation Program	28,628
Federal Highway Administration - Rideshare	6,396
Ohio Department of Public Safety	53,882
State Grants:	
Ohio Department of Natural Resources	125,705
Keep Ohio Beautiful	10,951
Local Revenues	<u>60,562</u>
Total Revenues	634,658
Expenses:	
Direct Labor	238,567
Other Direct Expenses	139,657
Indirect Expenses	<u>354,700</u>
Total Expenses	<u>732,924</u>
Operating Loss	(98,266)
Depreciation on Fixed Assets Acquired by Contributed Capital	3,738
Fund Equity, Beginning of Year	<u>314,189</u>
Fund Equity, End of Year	219,661
Contributed Capital at Beginning of the Year	9,347
Depreciation on Contributed Capital	<u>(3,738)</u>
Contributed Capital at End of Year	5,609
Total Fund Equity, June 30, 2002	<u><u>\$ 225,270</u></u>

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

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**STATEMENT OF CASH FLOWS
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

Cash Flows from Operating Activities

Operating Loss	(\$98,266)
----------------	------------

**Adjustments to Reconcile Net Earnings to
Net Cash Provided by Operating Activities:**

Depreciation and Amortization	\$58,284	
Changes in Assets and Liabilities:		
Accounts Receivable	17,181	
Prepaid Expenses	(2,328)	
Accounts Payable	(611)	
Accrued Wages	2,024	
Accrued Retirement Benefits	(1,269)	
Accrued Worker's Compensation	2,932	
Accrued Medicare	30	
Accrued Vacation	(1,420)	
Accrued Sick Leave	721	
Deferred Local Revenues	<u>2,971</u>	
 Total Adjustments		 <u>78,515</u>
 Net Cash Provided by Operating Activities		 <u>(19,751)</u>

Cash Flows from Capital and Related Financing Activities:

Purchase of Software, Furniture and Equipment	(49,084)	
Payments on Capitalized Lease Obligations	(3,807)	
Payments on Mortgage Obligations	(9,806)	
Loss on Sale of Assets	<u>(2,397)</u>	
Net Cash Used for Capital and Related Financing Activities		<u>(65,094)</u>
 Net Decrease in Cash		 (84,845)
 Cash at Beginning of Year		 <u>159,021</u>
 Cash at End of Year		 <u><u>\$74,176</u></u>

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

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**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

1. DESCRIPTION OF THE ENTITY

The Lima/Allen County Regional Planning Commission, Allen County, (the Commission) was organized in 1964 under Section 713.21 of the Ohio Revised Code. The Commission is governed by a thirty-three member Board. The Board consists of representatives from participating political subdivisions, the county commissioners, and appointed citizens. The Commission serves the County by performing studies and making maps, preparing recommendations and reports relating to the physical, environmental, social, economic, and governmental characteristics, functions and services of the County. The participating subdivisions are:

Allen County	City of Lima	City of Delphos
Village of Beaverdam	Village of Bluffton	Amanda Township
Village of Elida	Village of Spencerville	Bath Township
American Township	Auglaize Township	Monroe Township
Jackson Township	Marion Township	Shawnee Township
Perry Township	Richland Township	Spencer Township
	Sugar Creek Township	

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies followed in the preparation of these financial statements are summarized below. These policies conform to generally accepted accounting principles for local governmental units as prescribed in the statements issued by the Governmental Accounting Standards Board (GASB) and other recognized authoritative sources. The Commission also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, to its proprietary activities provided they do not conflict with or contradict GASB pronouncements. The more significant of the Commission's accounting policies are described below.

A. Accounting System

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

B. Revenue and Expense Recognition

The Commission prepares its financial statements on the accrual basis of accounting, consequently, revenues and related assets are recognized when earned rather than when received, and expenses are recognized when incurred rather than when the obligation is paid.

C. Cash and Investments

As required by Ohio Revised Code, the Allen County Auditor acts as the fiscal agent for the Commission and the cash is held and invested by the Allen County Treasurer, who is the custodian for Commission monies. The Commission's assets are held in the County's cash and investment pool. At year-end, the reconciled carrying amount on the County Auditor's records for the Commission's cash balance was \$74,176.

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2002
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Accounts Receivable

Local assessment receivables consist of amounts due from subdivisions based on a per capita assessment. Other accounts receivable consist of billings from the Commission for personal telephone expense, copy cost reimbursements and lot split fees.

E. Prepaid Items

Payments made to vendors for services that will benefit periods beyond June 30, 2002, are recorded as prepaid items using the consumption method by recording a current asset for the prepaid amount and reflecting the expenditures/expense in the year in which services are consumed.

F. Building and Improvements, Office Equipment, Vehicles and Computer Software

The Commission has opted to capitalize their externally acquired computer software. Buildings and improvements, office equipment, vehicles and computer software are stated at cost. Depreciation of the office equipment, computer software, and vehicles is computed on the straight-line method over the useful lives (five years) of the assets. Depreciation of the building and improvements is computed on the straight-line method over the useful lives (31.5 years) of the assets.

G. Compensated Absences

Governmental Accounting and Financial Reporting Standards specifies that a liability should be accrued for leave benefits of the employer's obligation relating to employees rights to receive compensation for future absences is attributable to employee's' services already rendered; the obligation relates to rights that vest or accumulate; payment of the compensation is probable; and the amount can be reasonably estimated.

The Commission records a liability for accumulated unused vacation time when earned for employees. The Commission records a liability for accumulated unused sick leave for eligible employees using the vesting method.

H. Deferred Revenue

The Commission reports deferred revenues on its balance sheet. Deferred revenues arise when unearned revenue has been received by the Commission. Membership assessments paid in advance by calendar year are deferred revenue for the six month period beyond the financial statement date. The Ohio Department of Natural Resources grants are received in advance and the amounts considered unearned at fiscal year-end are also reported as deferred revenue.

I. Local Revenue

Local revenues consist of contract services, lot splits and sundry revenues.

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2002
(Continued)**

3. PROPERTY, PLANT AND EQUIPMENT

Building and Improvements, office equipment, software, and vehicle valuation consists of:

	Building and Improvements	Office Equipment	Software	Vehicles
Cost	\$323,062	\$153,992	\$53,037	\$34,156
Less:				
Accumulated Depreciation	<u>(33,902)</u>	<u>(75,840)</u>	<u>(42,197)</u>	<u>(3,680)</u>
Book Value	<u>\$289,160</u>	<u>\$78,152</u>	<u>\$10,840</u>	<u>\$30,476</u>

Current depreciation expense was \$42,694 for the building and equipment, \$6,747 on the software, and \$3,680 on the vehicles as determined based on the straight line depreciation method.

4. CAPITAL LEASES

The Commission has lease/purchase agreements for two copiers as follows:

	Copiers
Cost	\$51,635
Less: Accumulated Depreciation	<u>(5,163)</u>
Book Value	<u>\$46,472</u>

Lease payments, including interest, for capital leases as of June 30, 2002, are as follows:

Year ending June 30	Copiers
2003	\$12,115
2004	12,115
2005	12,115
2006	12,115
2007	<u>6,057</u>
Total	54,517
Less Interest	<u>(8,471)</u>
Present Value of Lease	46,046
Less Current Portion	<u>(8,920)</u>
Long-Term Capital Lease	<u>\$37,126</u>

5. LONG-TERM OBLIGATIONS

The Commission's long-term obligations at June 30, 2002 are as follows:

Land Contract	\$199,022
Interest Rate	8.5 %

The debt is for the purchase of a building and the building improvements.

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2002
(Continued)**

5. LONG-TERM OBLIGATIONS (Continued)

Debt payments, including interest, as of June 30, 2002, are as follows:

Year ending June 30	Copiers
2003	\$27,174
2004	27,174
2005	27,174
2006	27,174
2007	27,174
2008-2013	<u>176,632</u>
Total	312,502
Less Interest	<u>(113,480)</u>
Total Debt	199,022
Less Current Portion	<u>(10,673)</u>
Long-Term Debt	<u>\$188,349</u>

6. RETIREMENT SYSTEM

The Commission's employees participate in the Public Employees Retirement System (PERS) of Ohio. PERS is a cost-sharing, multiple-employer plan. PERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Ohio Rev. Code Chapter 145. PERS issues a publicly available financial report and required supplemental information. The report may be obtained by making a written request to 277 East Town Street, Columbus, Ohio 43215-4462 or by calling 1-800-222-7377.

Contribution rates are prescribed by the Ohio Revised Code. For fiscal year 2002, PERS members contributed 8.5 percent of their gross salaries. The Commission contributed an amount equal to 13.55 percent of participants' gross salaries of which 9.25 percent was to fund pension obligations. The unpaid portion at June 30, 2002, is recorded as a liability in the financial statements.

7. POSTEMPLOYMENT BENEFITS

The Public Employees Retirement System of Ohio (PERS) provides postretirement health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit. Health care coverage for disability and primary survivor recipients is available. The health care coverage provided by the retirement system is considered an Other Postemployment Benefit (OPEB) as described in GASB Statement No. 12, "Disclosure of Information on Postemployment Benefits Other Than Pension Benefits by State and Local Governmental Employers"

A portion of each employer's contribution to PERS is set aside for the funding of postretirement health care based on authority granted by State statute. The employer contribution rate for fiscal year 2002 was 13.55 percent of covered payroll for employees; 4.3 percent was the portion that was used to fund health care. Benefits are advance funded on an actuarially determined basis.

As of December 31, 2000 (the latest information available), the actuarial value of the Retirement System's net assets available for OPEB were \$11,735.9 million. The actuarially accrued liability and the unfunded actuarial accrued liability, based on the actuarial cost method used, were \$14,364.6 million and \$2,628.7 million, respectively. The number of active contributing participants was 411,076. The Commission's actual contributions for fiscal year 2002 which were used to fund OPEB were \$12,902.

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**NOTES TO THE GENERAL-PURPOSE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2002
(Continued)**

8. ACCRUED VACATION AND SICK LEAVE

Employees of the Commission earn vacation in accordance with the policies adopted by the Commission, and detailed in the Personnel Handbook. Upon termination of employment the employee can collect payment for the entire amount of unused vacation.

Employees earn sick leave at the rate of .0575 hours for every hour worked. Upon termination, employees do not receive payment for their unused sick leave. However, pursuant to Section 124.39, of the Ohio Revised Code and in accordance with the policies per the Personnel Handbook, upon retirement an employee may receive payment for one-third of their unused sick leave. Based upon the Governmental Accounting Standards Board, Statement #16, the accrued sick leave at June 30, 2002, was estimated because payment of this compensation was probable.

9. RISK MANAGEMENT

The Commission has obtained commercial insurance through the Webb Insurance Company for comprehensive property, data processing equipment, general liability and errors and omissions coverage.

The Commission also provides health insurance through Medical Mutual of Ohio and offers dental coverage to full-time employees through the Guardian Insurance Company.

10. ELEMENT NUMBERS

The Element of Project numbers used throughout this report for identification purposes are:

101	RPC	Local Expenses
205	ODPS	Ohio Department of Public Safety
301	ODNR	Recycling Program
302	ODNR	Keep Ohio Beautiful Program
601	ODOT/STP	Short Range Planning
601.5		Bicycle Facility Improvement Program
602	ODOT/FHWA	Transportation Improvement Program
605	ODOT/FHWA	Continuing Planning - Surveillance
610	ODOT/FHWA	Continuing Planning – Review and Appraisal
610.3		Regional Transportation Planning
667	ODOT/STP	Surface Transportation Program
674	ODOT/FTA	Mass Transportation
675	ODOT/RTA	Mass Transportation Grant
697	ODOT/FHWA	Biennial Report - Transportation

11. GOING CONCERN/ SUBSEQUENT EVENTS

An operating loss was experienced in fiscal year 2002, which contributed to financial difficulties in fiscal year 2003. Steps have been taken to decrease spending by reducing staff hours, eliminating unnecessary costs, and turning down projects for which no revenue will be generated. On October 24, 2002, a revised fee schedule was adopted, effective January 1, 2003, that will generate additional revenue. In addition, all membership fees are now requested to be paid in January, and Allen County has agreed to pay one half of their membership fee early to cover current expenses. Management believes that the steps taken will allow the Commission to continue to operate through fiscal year 2003.

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**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**SCHEDULE OF DIRECT EXPENSES
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

Direct Labor:	
Salaries	\$238,567
Other Direct Expenses:	
Office Supplies	15,339
Copies	8,267
Telephone	380
Repairs	685
Postage	2,197
Dues and Subscriptions	735
Rent	2,400
Travel and Meetings	11,443
Books	208
Services	94,868
Miscellaneous	<u>3,135</u>
Total Other Direct Expenses	<u>139,657</u>
Total Direct Expenses	<u><u>\$378,224</u></u>

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**SCHEDULE OF INDIRECT EXPENSE ALLOCATION RATE
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

Indirect Wages and Fringe Benefits:	
Salaries and Wages:	
Administrative	\$11,093
Secretarial	30,955
Accounting	25,006
PERS	47,116
Workers Compensation	2,932
Medicare	5,236
Group Insurance	33,635
Sick Pay	15,901
Vacation Pay	17,523
Holiday Pay	14,042
Flexible Benefits Plan	<u>7,551</u>
 Total Salaries and Benefits	 210,990
Other Indirect Expenses:	
Audit	5,225
Office Supplies	11,227
Telephone	4,231
Copies	1,644
Electric	11,870
Postage	697
Services	12,712
Dues and Subscriptions	2,015
Travel and Meetings	2,183
Miscellaneous	4,602
Depreciation and Amortization	58,284
Books	834
Repairs	570
Tuition	4,850
Loss on Assets	2,397
Interest Expense	19,369
Software	<u>1,000</u>
 Total Other Indirect Expenses	 <u>143,710</u>
 Total Indirect Expenses	 <u><u>\$354,700</u></u>
 Direct Labor	 \$ 238,567
 Indirect Expense Allocation Rate	 1.4868
 Allowable Indirect Expense Allocation Rate	 1.257

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**SCHEDULE OF EXPENSES BY ELEMENT
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

Project Number	Direct Labor	Other Direct	Indirect Costs	Total
Local				
101	\$47,834	\$7,011	\$71,135	\$125,980
ODOT				
601	35,563	9,377	52,775	97,715
602	3,604	160	5,360	9,124
605	34,405	11,162	51,164	96,731
610 FHWA	22,417	9,067	33,336	64,820
674	2,786	1,052	4,143	7,981
697	2,258	775	3,358	6,391
Total ODOT	101,033	31,593	150,136	282,762
STP				
601.5	11,368	314	16,905	28,587
610.3	1,537	32	2,286	3,855
667	363	6,295	540	7,198
Total STP	13,268	6,641	19,731	39,640
FTA				
675 MPO	14,608	4,772	21,723	41,103
ODPS				
205 FY 2001	5,708	6,737	8,489	20,934
205 FY 2002	19,262	13,739	28,644	61,645
Total ODPS	24,970	20,476	37,133	82,579
ODNR				
301 FY 2001	15,847	29,926	23,566	69,339
301 FY 2002	16,363	30,945	24,334	71,642
302 FY 2001	4,644	8,293	6,942	19,879
302 FY 2002	-	-	-	-
Total ODNR	36,854	69,164	54,842	160,860
Grand Total	<u>\$238,567</u>	<u>\$139,657</u>	<u>\$354,700</u>	<u>\$732,924</u>

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**SCHEDULE OF OHIO DEPARTMENT OF TRANSPORTATION GRANTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

	ODOT/FHWA						Total
	601	602	605	610	674	697	
Total Budget	<u>\$ 87,801</u>	<u>\$ 7,400</u>	<u>\$ 82,184</u>	<u>\$ 59,914</u>	<u>\$ 7,975</u>	<u>\$ 13,026</u>	<u>\$ 258,300</u>
Direct Labor	35,563	3,604	34,405	22,417	2,786	2,258	101,033
Other Direct Expenses	9,377	160	11,162	9,067	1,052	775	31,593
Actual Indirect Expenses	<u>52,775</u>	<u>5,360</u>	<u>51,164</u>	<u>33,336</u>	<u>4,143</u>	<u>3,358</u>	<u>150,136</u>
Total Actual Expenses	97,715	9,124	96,731	64,820	7,981	6,391	282,762
Excess Allowable Overhead	<u>(8,072)</u>	<u>(830)</u>	<u>(7,917)</u>	<u>(5,158)</u>	<u>(641)</u>	<u>(520)</u>	<u>(23,138)</u>
Total Allowable Expenses	<u>89,643</u>	<u>8,294</u>	<u>88,814</u>	<u>59,662</u>	<u>7,340</u>	<u>5,871</u>	<u>259,624</u>
(Over)/Under Budget	(1,842)	(894)	(6,630)	252	635	7,155	(1,324)
Federal Participation Rate	90%	90%	90%	90%	90%	90%	
Federal Participation	79,020	6,660	73,966	53,923	7,178	11,723	232,470
Total Billings to ODOT	<u>(79,020)</u>	<u>(6,660)</u>	<u>(73,966)</u>	<u>(53,923)</u>	<u>(7,178)</u>	<u>(11,723)</u>	<u>(232,470)</u>
Due to Regional Planning Commission/(ODOT)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**SCHEDULE OF OHIO DEPARTMENT OF TRANSPORTATION GRANTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

ODOT/STP

	601.5	610.3	667	Total
	<u>\$50,000</u>	<u>\$50,000</u>	<u>\$10,000</u>	<u>\$110,000</u>
Total Budget				
Direct Labor	11,368	1,537	363	13,268
Other Direct Expenses	314	32	6,295	6,641
Actual Indirect Expenses	<u>16,905</u>	<u>2,286</u>	<u>540</u>	<u>19,731</u>
Total Actual Expenses	28,587	3,855	7,198	39,640
Excess Allowable Overhead	<u>(2,615)</u>	<u>(354)</u>	<u>(84)</u>	<u>(3,053)</u>
Total Allowable Expenses	<u>25,972</u>	<u>3,501</u>	<u>7,114</u>	<u>36,587</u>
(Over)/Under Budget	24,028	46,499	2,886	73,413
Federal Participation Rate	100%	100%	90%	
Federal Participation	28,041	587	6,396	35,024
Total Billings to ODOT	<u>(28,041)</u>	<u>(587)</u>	<u>(6,396)</u>	<u>(35,024)</u>
Due to Regional Planning Commission/(ODOT)	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**SCHEDULE OF OHIO DEPARTMENT OF PUBLIC SAFETY
FISCAL YEAR 2002 GRANT
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

	ODPS GRANT
Approved Budget (Federal Share)	<u>\$46,501</u>
Direct Labor	19,262
Other Direct Expenses	13,739
Indirect Expenses	<u>28,644</u>
Total Expenses	61,645
Indirect Expenses Not Allowed	<u>(26,202)</u>
Allowable Expenses	35,443
Federal Participation Rate	100%
Federal Participation	35,443
Total Billings to ODPS	<u>(35,443)</u>
Amount Due to Planning Commission	<u>\$0</u>

LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY

SCHEDULE OF OHIO DEPARTMENT OF PUBLIC SAFETY
FISCAL YEAR 2001 GRANT
FOR THE FISCAL YEAR ENDED JUNE 30, 2002

	ODPS GRANT
Approved Budget (Federal Share)	<u>\$ 27,361</u>
Direct Labor	5,708
Other Direct Expenses	6,737
Indirect Expenses	<u>8,489</u>
Total Expenses	20,934
Indirect Expenses Not Allowed	<u>(2,495)</u>
Allowable Expenses	18,439
Federal Participation Rate	100%
Federal Participation	18,439
Total Billings to ODPS	<u>(18,439)</u>
Amount Due to Planning Commission	<u>\$0</u>

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**SCHEDULE OF OHIO DEPARTMENT OF NATURAL RESOURCES
FISCAL YEAR 2002 GRANT
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

	ODNR GRANT
Approved Budget	<u>\$111,335</u>
Direct Expenses:	
Labor	16,363
Other	30,945
Indirect Expenses	<u>24,334</u>
Total Expenses	71,642
Indirect Expenses Not Allowed	<u>(607)</u>
Allowable Expenses	71,035
Deferred Revenue	53,868
Amount Received	<u>(124,903)</u>
Amount Due to Planning Commission	<u>\$0</u>

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY**

**SCHEDULE OF OHIO DEPARTMENT OF NATURAL RESOURCES
FISCAL YEAR 2001 GRANT
FOR THE FISCAL YEAR ENDED JUNE 30, 2002**

	ODNR GRANT
Total Budget	<u><u>\$115,374</u></u>
Direct Expenses:	
Direct Labor	15,847
Other	29,926
Indirect Expenses	<u>23,566</u>
Total Expenses	69,339
Indirect Expenses Not Allowed	<u>(14,669)</u>
Allowable Expenses	54,670
Amount Received	(9,111)
Deferred Revenue	<u>(45,559)</u>
Amount Due to Planning Commission	<u><u>\$0</u></u>

LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY

SCHEDULE OF KEEP OHIO BEAUTIFUL MINI-GRANT
FISCAL YEAR 2002 GRANT
FOR THE FISCAL YEAR ENDED JUNE 30, 2002

	ODNR GRANT
Approved Budget	<u>\$1,000</u>
Direct Expenses:	
Labor	
Other	
Indirect Expenses	<u> </u>
Total Expenses	
Indirect Expenses not Allowed	<u> </u>
Allowable Expenses	
Funds Received	1,000
Deferred Revenue	<u>1,000</u>
Balance	<u>\$0</u>

LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY

SCHEDULE OF KEEP OHIO BEAUTIFUL GRANT
FISCAL YEAR 2001 GRANT
FOR THE FISCAL YEAR ENDED JUNE 30, 2002

	ODNR GRANT
Approved Budget	<u>\$20,000</u>
Direct Expenses:	
Labor	4,644
Other	8,293
Indirect Expenses	<u>6,942</u>
Total Expenses	19,879
Expenses Covered By Local	<u>(9,928)</u>
Allowable Expenses	9,951
Funds Received	(2,000)
Deferred Revenue	<u>(7,951)</u>
Balance	<u>\$0</u>

LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY

SCHEDULE OF FEDERAL AWARDS EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 2002

Federal Grantor/ Pass Through Grantor Program Title	Federal CFDA Number	Project	Program Award Amount	Federal Receipts	Accrued Revenue 6/30/2002	Total Revenues Recognized	Expenses
U.S. DEPARTMENT OF TRANSPORTATION							
<i>Passed Through Ohio Department of Transportation:</i>							
Highway Planning and Construction (Federal Aid Highway Program)	20.205	9222	\$258,300	\$187,647	\$44,823	\$232,470	\$232,470
Federal Transit Administration Surface Transportation Program	20.205	9222	100,000	24,373	4,255	28,628	28,628
Federal Highway Administration Rideshare	20.205	9221	10,000	2,660	3,736	6,396	6,396
Total Highway Planning and Construction Grants				214,680	52,814	267,494	267,494
<i>Passed Through Ohio Department of Public Safety -FY 2002</i>							
Ohio's Section 402 Highway Safety Program	20.600		46,501	14,833	20,610	35,443	35,443
<i>Passed Through Ohio Department of Public Safety -FY 2001:</i>							
Ohio's Section 402 Highway Safety Program	20.600	1077	27,361	18,439		18,439	18,439
Total State and Local Highway Safety Program Grant				33,272	20,610	53,882	53,882
Total U.S. Department of Transportation				<u>\$247,952</u>	<u>\$73,424</u>	<u>\$321,376</u>	<u>\$321,376</u>

The Schedule of Federal Awards Expenditures is presented on the accrual basis of accounting.



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

Lima/Allen County Regional Planning Commission
Allen County
130 West North Street
Lima, Ohio 45801-4311

To the Commission:

We have audited the financial statements of the Lima/Allen County Regional Planning Commission, Allen County, (the Commission), as of and for the year ended June 30, 2002, and have issued our report thereon dated November 15, 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 Commission'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 audit 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 audit, we considered the Commission's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide 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 management of the Commission in a separate letter dated November 15, 2002.

This report is intended for the information and use of the Administrative Affairs Committee, management, the Commission, and federal awarding agencies and pass-through entities, 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, looping initial "J" and a cursive "Petro".

Jim Petro
Auditor of State

November 15, 2002



STATE OF OHIO
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**REPORT OF INDEPENDENT ACCOUNTANTS ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO THE MAJOR FEDERAL PROGRAM AND INTERNAL CONTROL OVER
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

Lima/Allen County Regional Planning Commission
Allen County
130 West North Street
Lima, Ohio 45801-4311

To the Commission:

Compliance

We have audited the compliance of the Lima/Allen County Regional Planning Commission, (the Commission) with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement* that are applicable to its major federal program for the year ended June 30, 2002. The Commission's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal program is the responsibility of the Commission's management. Our responsibility is to express an opinion on the District's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America ; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance occurred with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program. An audit includes examining, on a test basis, evidence about the Commission's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Commission's compliance with those requirements.

In our opinion, the Commission complied, in all material respects, with the requirements referred to above that are applicable to its major federal program for the year ended June 30, 2002.

Internal Control Over Compliance

The management of the Commission is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Commission's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

**Internal Control Over Compliance
(Continued)**

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control 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 noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program 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 compliance and its operation that we consider to be material weaknesses.

This report is intended for the information and use of the Administrative Affairs Committee, management, the Commission, and federal awarding agencies and pass-through entities, 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", written in a cursive style.

Jim Petro
Auditor of State

November 15, 2002

**LIMA/ALLEN COUNTY REGIONAL PLANNING COMMISSION
ALLEN COUNTY
June 30, 2002**

**SCHEDULE OF FINDINGS
OMB CIRCULAR A -133 §.505**

1. SUMMARY OF AUDITOR'S RESULTS

(d)(1)(i)	Type of Financial Statement Opinion	Unqualified
(d)(1)(ii)	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(iii)	Was there any reported material non-compliance at the financial statement level (GAGAS)?	No
(d)(1)(iv)	Were there any material internal control weakness conditions reported for major federal programs?	No
(d)(1)(iv)	Were there any other reportable internal control weakness conditions reported for major federal programs?	No
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Unqualified
(d)(1)(vi)	Are there any reportable findings under § .510?	No
(d)(1)(vii)	Major Programs (list):	Highway Planning and Construction CFDA #20.205
(d)(1)(viii)	Dollar Threshold: Type A\B Programs	Type A: > \$ 300,000 Type B: all others
(d)(1)(ix)	Low Risk Auditee?	Yes

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

None

3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None



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LIMA/ALLEN REGIONAL PLANNING COMMISSION

ALLEN 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
DECEMBER 17, 2002**