



**Auditor of State
Betty Montgomery**

**GREENE COUNTY PARK DISTRICT
GREENE COUNTY**

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INDEPENDENT ACCOUNTANTS' REPORT

Greene County Park District
Greene County
651 Dayton-Xenia Road
Xenia, OH 45385

To the Board of Commissioners:

We have audited the accompanying financial statements of the Greene County Park District (the District) as of and for the years ended December 31, 2002 and 2001. These financial statements are the responsibility of the District'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 District 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 District as of December 31, 2002 and 2001, 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 May 22, 2003 on our consideration of the District'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 audit committee, management, Board of Park Commissioners 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.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

Betty Montgomery
Auditor of State

May 22, 2003

**GREENE COUNTY PARK DISTRICT
GREENE COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES AND SIMILAR FIDUCIARY FUND
FOR THE YEAR ENDED DECEMBER 31, 2002**

	<u>Governmental Fund Type</u>			<u>Fiduciary Fund</u>	<u>Totals (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Expendable Trust</u>	
Cash Receipts:					
Intergovernmental Receipts	\$361,611	\$210,258			\$571,869
Charges for Services	40,652				40,652
Licenses, Permits & Fees	275				275
Fines and Forfeitures	3,077	3,157			6,234
Interest Income	10,262				10,262
Other Receipts	21,190			270	21,460
Total Cash Receipts	<u>437,067</u>	<u>213,415</u>		<u>270</u>	<u>650,752</u>
Cash Disbursements:					
Current:					
Supplies and Materials	15,131	2,193			17,324
Equipment	7,170	1,074			8,244
Contracts - Services	240,674		8,679		249,353
Utilities	6,980				6,980
Capital Outlay		209,753			209,753
Other	54,381	46,745			101,126
Total Cash Disbursements	<u>324,336</u>	<u>259,765</u>	<u>8,679</u>		<u>592,780</u>
Receipts Over/(Under) Disbursements	<u>112,731</u>	<u>(46,350)</u>	<u>(8,679)</u>	<u>270</u>	<u>57,972</u>
Other Financing Receipts/(Disbursements):					
Sale of Fixed Assets					0
Advances-In		18,000			18,000
Advances-Out	(18,000)				(18,000)
Transfers-In		100			100
Transfers-Out	(100)				(100)
Total Other Financing Receipts/(Disbursements)	<u>(18,100)</u>	<u>18,100</u>			<u>0</u>
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	94,631	(28,250)	(8,679)	270	57,972
Fund Cash Balances, January 1	262,665	39,048	38,804	1,269	341,786
Fund Cash Balances, December 31	<u>\$357,296</u>	<u>\$10,798</u>	<u>\$30,125</u>	<u>\$1,539</u>	<u>\$399,758</u>
Reserves for Encumbrances, December 31	<u>\$80,068</u>	<u>\$5,023</u>	<u>\$5,000</u>	<u>\$0</u>	<u>\$90,091</u>

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

**GREENE COUNTY PARK DISTRICT
GREENE COUNTY**

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

	<u>Governmental Fund Type</u>			<u>Fiduciary Fund</u>	<u>Totals (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Expendable Trust</u>	
Cash Receipts:					
Intergovernmental Receipts	\$379,474	\$637,604	\$12,500		\$1,029,578
Charges for Services	32,414				32,414
Licenses, Permits, & Fees	185				185
Fines and Forfeitures	3,742	2,666			6,408
Interest Income	19,123				19,123
Other Receipts	42,510	120			42,630
Total Cash Receipts	<u>477,448</u>	<u>640,390</u>	<u>12,500</u>		<u>1,130,338</u>
Cash Disbursements:					
Current:					
Supplies and Materials	11,957	416			12,373
Equipment	53,558	429			53,987
Contractual Services	282,666	16,226	1,650		300,542
Utilities	6,396				6,396
Capital Outlay	40,070	618,173			658,243
Other	50,274	526	5,021		55,821
Total Cash Disbursements	<u>444,921</u>	<u>635,770</u>	<u>6,671</u>		<u>1,087,362</u>
Receipts Over/(Under) Disbursements	<u>32,527</u>	<u>4,620</u>	<u>5,829</u>		<u>42,976</u>
Other Financing Receipts/(Disbursements):					
Sale of Fixed Assets	46,112				46,112
Advances-In	10,000	40,000			50,000
Advances-Out	(40,000)	(10,000)			(50,000)
Transfer-In					
Transfer-Out					
Total Other Financing Receipts/(Disbursements)	<u>16,112</u>	<u>30,000</u>			<u>46,112</u>
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	48,639	34,620	5,829		89,088
Fund Cash Balances, January 1	214,026	4,428	32,975	1,269	252,698
Fund Cash Balances, December 31	<u>\$262,665</u>	<u>\$39,048</u>	<u>\$38,804</u>	<u>\$1,269</u>	<u>\$341,786</u>
Reserves for Encumbrances, December 31	<u>\$17,782</u>	<u>\$2,640</u>	<u>\$0</u>	<u>\$0</u>	<u>\$20,422</u>

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

**GREENE COUNTY PARK DISTRICT
GREENE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2002 AND 2001**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Greene County Park District (the District) 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 District is directed by a three-member Board of Commissioners appointed by the probate judge of Greene County. The District acquires lands for conversion into forest reserves and for the conservation of the natural resources, including streams, lakes, submerged lands and swamp lands. The Board may also create parks, parkways, and other reservations and may afforest, develop, improve and protect and promote the use of same as the Board deems conducive to the general welfare.

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

As permitted by the Ohio Revised Code, the Greene County Treasurer holds the District's cash as custodian for the District. The District's assets are held in the County's cash and investment pool, and are valued at the Treasurer's reported carrying amount.

D. Fund Accounting

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

1. General Fund

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

2. Special Revenue Funds

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

Ohio to Erie Trail Fund – This fund is used to account for the revenue and expenditures related to the construction, maintenance, and repair of the Ohio to Erie Trails.

**GREENE COUNTY PARK DISTRICT
GREENE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2002 AND 2001
(Continued)**

3. 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 District had the following significant Capital Project Funds:

County Park H Connector - This fund received a grant in the prior audit period for the construction, maintenance, and repair of the bikeway known as the H Connector.

Indian Mound Park – State grant for designing and landscaping a new entrance to the Indian Mound Park.

4. Fiduciary Fund (Trust Fund)

Trust funds are used to account for resources restricted by legally binding trust agreements. Funds for which the District is acting in an agency capacity are classified as agency funds. The District had the following significant fiduciary fund:

Sara Lee Arnovitz Trust Fund – This fund received a donation for the upkeep of the parks.

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 County Budget Commission includes current year appropriations plus encumbrances carried over from the prior year. The Board 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 District to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year end are carried over, and need not be reappropriated.

A summary of 2002 and 2001 budgetary activity appears in Note 2.

**GREENE COUNTY PARK DISTRICT
GREENE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2002 AND 2001
(Continued)**

F. Property, Plant and Equipment

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

2. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2002 and 2001 follows:

2002 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$429,005	\$437,067	\$8,062
Special Revenue	231,758	231,515	(243)
Capital Projects	0	0	0
Fiduciary	270	270	0
Total	\$661,033	\$668,852	\$7,819

2002 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$672,372	\$422,504	\$249,868
Special Revenue	269,272	264,788	4,484
Capital Projects	38,805	13,679	25,126
Fiduciary	1,269	0	1,269
Total	\$981,718	\$700,971	\$280,747

2001 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$528,629	\$533,560	\$4,931
Special Revenue	685,646	680,390	(5,256)
Capital Projects	12,500	12,500	0
Fiduciary	500	0	(500)
Total	\$1,227,275	\$1,226,450	(\$825)

**GREENE COUNTY PARK DISTRICT
GREENE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2002 AND 2001
(Continued)**

2. BUDGETARY ACTIVITY (continued)

2001 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$742,655	\$502,703	\$239,952
Special Revenue	696,073	648,410	47,663
Capital Projects	45,476	6,671	38,805
Fiduciary	1,769	1,769	1,769
Total	\$1,485,973	\$1,157,784	\$328,189

3. RISK MANAGEMENT

Risk Pool Membership

The District belongs to the Public Entities Pool of Ohio, (the "Pool"), an unincorporated non-profit association available to municipal corporations and their instrumentalities. Pursuant to Section 2744.081 of the Ohio Revised Code, the Plan is deemed a separate legal entity. The Pool provides a program of property and casualty insurance for its members. The Plan pays judgments, settlements and other expenses resulting for covered claims that exceed the members' deductibles.

Casualty excess-of-loss contracts at December 31, 2001 and 2000 generally protect against individual losses exceeding \$100,000 (\$150,000 for policies issued prior to April 1, 2000).

Property coverage contracts protect against losses, subject to a deductible of \$50,000 per occurrence, limited to an annual aggregate loss of the greater of \$300,000 or 1% of total coverage.

The Pool's financial statements (audited by other auditors) conform with generally accepted accounting principles.

4. CONTINGENT LIABILITIES

Amounts received from grantor agencies are subject to audit and adjustment by the grantor, principally the federal government. Any disallowed costs may require refunding to the grantor. Amounts which may be disallowed, if any, are not presently determinable. However, based on prior experience, management believes such refunds, if any, would not be material.



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

Greene County Park District
Greene County
651 Dayton-Xenia Road
Xenia, Ohio 45385

To the Board of Commissioners:

We have audited the accompanying financial statements of Greene County Park District (the District), as of and for the years ended December 31, 2002 and 2001, and have issued our report thereon dated May 22, 2003. 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 District'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 District'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.

Greene County Park District
Greene County
Independent Accountants' Report on Compliance and on
Internal Control Required by *Government Auditing Standards*
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This report is intended solely for the information and use of the audit committee, management and the Board of Park Commissioners, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

Betty Montgomery
Auditor of State

May 22, 2003



**Auditor of State
Betty Montgomery**

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GREENE COUNTY PARK DISTRICT

GREENE 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
JUNE 24, 2003**