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Dave Yost · Auditor of State

Turtlecreek Township Warren County 670 N. St. Rt. 123 Lebanon, Ohio 45176

To the Board of Trustees:

As you are aware, the Auditor of State's Office (AOS) must modify the *Independent Accountants' Report* we provide on your financial statements due to an interpretation from the American Institute of Certified Public Accountants (AICPA). While AOS does not legally require your government to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. Our Report includes an adverse opinion relating to GAAP presentation and measurement requirements, but does not imply the amounts the statements present are misstated under the non-GAAP basis you follow. The AOS report also includes an opinion on the financial statements you prepared using the cash basis and financial statement format the AOS permits.

Dave Yost Auditor of State

September 15, 2011

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INDEPENDENT ACCOUNTANTS' REPORT

Turtlecreek Township Warren County 670 N. St. Rt. 123 Lebanon, Ohio 45176

To the Board of Trustees:

We have audited the accompanying financial statements of Turtlecreek Township, Warren County, Ohio (the Township), as of and for the years ended December 31, 2010 and 2009. 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 the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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. The Township processes its financial transactions with the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to audit the Township because the Auditor of State designed, developed, implemented, and as requested, operates UAN. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code § 117.11(A) mandates the Auditor of State to audit Ohio governments. We believe our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Township has prepared these financial statements using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Instead of the combined funds the accompanying financial statements present, GAAP require presenting entity wide statements and also presenting the Township's larger (i.e. major) funds separately. While the Township does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to GAAP presentation requirements. The Auditor of State permits, but does not require townships to reformat their statements. The Township has elected not to follow GAAP statement formatting requirements. The following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State permits. Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the years ended December 31, 2010 and 2009 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township as of December 31, 2010 and 2009, or its changes in financial position for the years then ended.

Turtlecreek Township Warren County Independent Accountants' Report Page 2

Also, 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 Turtlecreek Township, Warren County, Ohio, as of December 31, 2010 and 2009, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

The Township has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 15, 2011, 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 grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Dave Yost Auditor of State

September 15, 2011

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2010

	Governmental Fund Types		
	General	Special Revenue	Totals (Memorandum Only)
Cash Receipts:			
Property and Other Local Taxes Charges for Services Licenss, Permits, and Fees	\$164,149 0 81,639	\$1,724,762 300,487 2,286	\$1,888,911 300,487 83,925
Fines and Forfeitures Intergovernmental Special Assessments	0 425,138 0	7,500 513,051 40,050	7,500 938,189 40,050
Earnings on Investments Miscellaneous	160,183 3,021	1,748 21,016	161,931 24,037
Total Cash Receipts	834,130	2,610,900	3,445,030
Cash Disbursements: Current:			
General Government Public Safety	422,447 14,052	0 789,457	422,447 803,509
Public Works Health Human Services	0 8,819 0	743,260 733 0	743,260 9,552 0
Conservation - Recreation Capital Outlay Debt Service:	7,397 20,852	0 443,429	7,397 464,281
Redemption of Principal Interest and Other Fiscal Charges	150,000 126,500	0 0	150,000 126,500
Total Cash Disbursements	750,067	1,976,879	2,726,946
Total Receipts Over/(Under) Disbursements	84,063	634,021	718,084
Other Financing Receipts / (Disbursements): Sale of Fixed Assets	2,803	12,461	15,264
Transfers-In Transfers-Out	0 (100,000)	100,000 0	100,000 (100,000)
Other Financing Sources Other Financing Uses	0 (3,034)	0 (400)	(3,434)
Total Other Financing Receipts / (Disbursements)	(100,231)	112,061	11,830
Excess of Cash Receipts and Other Financing Receipts Over / (Under) Cash Disbursements and Other Financing Disbursements	(16,168)	746,082	729,914
Fund Cash Balances, January 1	4,558,374	2,442,369	7,000,743
Fund Cash Balances, December 31	\$4,542,206	\$3,188,451	\$7,730,657
Reserve for Encumbrances, December 31	\$18,176	\$95,305	\$113,481

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

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2009

	Governmental Fund Types		
	<u>General</u>	Special Revenue	Totals (Memorandum Only)
Cash Receipts:			
Property and Other Local Taxes Charges for Services Licenss, Permits, and Fees Intergovernmental Special Assessments Earnings on Investments	\$182,567 0 38,989 412,893 0 174,816	\$1,813,785 322,572 3,628 464,705 90,818 1,226	\$1,996,352 322,572 42,617 877,598 90,818 176,042
Miscellaneous	25,667	53,180	78,847
Total Cash Receipts	834,932	2,749,914	3,584,846
Cash Disbursements:			
Current:	004 700		201 = 20
General Government	381,703	770 244	381,703
Public Safety Public Works	14,052 0	779,314 528,638	793,366 528,638
Health	8,494	156	8,650
Human Services	0,454	4,295	4,295
Conservation - Recreation	4,560	0	4,560
Capital Outlay	34,478	251,070	285,548
Debt Service:	· ,		
Redemption of Principal	150,000	0	150,000
Interest and Other Fiscal Charges	129,937	0	129,937
Total Cash Disbursements	723,224	1,563,473	2,286,697
Total Receipts Over/(Under) Disbursements	111,708	1,186,441	1,298,149
Other Financing Receipts / (Disbursements):			
Sale of Fixed Assets	0	1,207	1,207
Transfers-In	0	154,283	154,283
Transfers-Out	(100,000)	(54,283)	(154,283)
Other Financing Sources	17,000	0	17,000
Other Financing Uses	(463)	0	(463)
Total Other Financing Receipts / (Disbursements)	(83,463)	101,207	17,744
Excess of Cash Receipts and Other Financing Receipts Over / (Under) Cash Disbursements and Other Financing Disbursements	28,245	1,287,648	1,315,893
_			
Fund Cash Balances, January 1	4,530,129	1,154,721	5,684,850
Fund Cash Balances, December 31	<u>\$4.558.374</u>	\$2.442.369	\$7.000.743
Reserve for Encumbrances, December 31	\$21,398	\$364,107	\$385,505

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009

1. Summary of Significant Accounting Policies

A. Description of the Entity

The constitution and laws of the State of Ohio establish the rights and privileges of the Turtlecreek Township, Warren County, Ohio (the Township), as a body corporate and politic. A publicly-elected three-member Board of Trustees directs the Township. The Township provides road and bridge maintenance, cemetery maintenance, fire protection and emergency medical services. The Township also has an elected Township Fiscal Officer. The officials are elected to serve 4 year terms.

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

B. Accounting Basis

These financial statements follow the accounting basis the Auditor of State prescribes or permits. This basis is similar to the cash receipts and disbursements accounting basis. The Township recognizes receipts when received in cash rather than when earned, and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

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

C. Deposits and Investments

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

The Township values U.S. Treasury Notes and common stock at cost. Money market mutual funds (including STAR Ohio) are recorded at share values the mutual funds report.

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

2. Special Revenue Funds

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009 (Continued)

1. Summary of Significant Accounting Policies (Continued)

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

Ambulance Special Levy Fund - This fund receives property tax money for purchases of equipment, EMS compensation, and other operating expenses of the Township's EMS department.

<u>Fire Special Levy Fund</u> - This fund receives property tax money for purchases of equipment, firefighter compensation, and other operating expenses of the Township's volunteer fire department.

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 2010 and 2009 budgetary activity appears in Note 3.

F. Property, Plant, and Equipment

The Township records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

G. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009 (Continued)

2. Equity in Pooled Deposits and Investments

The Township maintains a deposit and investments pool all funds use. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of deposits and investments at December 31 was as follows:

2009
\$1,063,066
25,000
0
4,912,362
1,000,315
5,912,677
\$7,000,743

Deposits: Deposits are insured by the Federal Depository Insurance Corporation; collateralized by securities specifically pledged by the financial institution to the Township; or collateralized by the financial institution's public entity deposit pool.

Investments: The Federal Reserve holds the Township's U.S. Treasury Notes in book-entry form by, in the name of the Township's financial institution. The financial institution maintains records identifying the Township as owner of these securities.

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

3. Budgetary Activity

Budgetary activity for the years ending December 31, 2010 and 2009 follows:

2010 Budgeted vs. Actual Receipts

	Baagetea vs. Actaal Recolpts			
	Budgeted Actual		_	
Fund Type	Receipts	Receipts	Variance	
General	\$722,891	\$836,933	\$114,042	
Special Revenue	2,859,372	2,723,361	(136,011)	
Total	\$3,582,263	\$3,560,294	(\$21,969)	

2010 Budgeted vs. Actual Budgetary Basis Expenditures

	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$5,260,678	\$871,277	\$4,389,401
Special Revenue	4,943,115	2,072,584	2,870,531
Total	\$10,203,793	\$2,943,861	\$7,259,932

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009 (Continued)

3. Budgetary Activity (Continued)

2009 Budgeted vs. Actual Receipts

	Budgeted	_	
Fund Type	Receipts	Receipts	Variance
General	\$692,516	\$851,932	\$159,416
Special Revenue	1,708,030	2,905,404	1,197,374
Total	\$2,400,546	\$3,757,336	\$1,356,790

2009 Budgeted vs. Actual Budgetary Basis Expenditures

	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$5,206,627	\$845,085	\$4,361,542
Special Revenue	3,690,651	1,981,863	1,708,788
Total	\$8,897,278	\$2,826,948	\$6,070,330

4. Property Tax

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due December 31. The second half payment is due the following June 20.

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

5. Debt

Debt outstanding at December 31, 2010 was as follows:

	Principal	Interest Rate
Administration Building Bonds	\$700,000	5.50%
Fire Station Bonds	1,400,000	5.50%
Total	\$2,100,000	

The bonds were for the purpose of building a new administration/road department/fire station facility. The general obligation bonds are supported by the full faith and credit of the Township.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2010 AND 2009 (Continued)

5. Debt (Continued)

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

	Administration	Fire Station
Year ending December 31:	Bonds	Bonds
2011	\$87,812	\$175,625
2012	85,062	170,125
2013	82,312	164,625
2014	79,562	159,125
2015	76,812	153,625
2016-2020	342,812	685,625
2021-2024	224,750	449,500
Total	\$979,122	\$1,958,250

6. Retirement Systems

The Township's employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes the plans' benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For 2010 and 2009, OPERS members contributed 10% of their gross salaries and the Township contributed an amount equaling 14% of participants' gross salaries. The Township has paid all contributions required through December 31, 2010.

7. Risk Management

Commercial Insurance

The Township has obtained commercial insurance for the following risks:

- Comprehensive property and general liability;
- · Vehicles; and
- · Errors and omissions.

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INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY GOVERNMENT AUDITING STANDARDS

Turtlecreek Township Warren County 670 N. St. Rt. 123 Lebanon, Ohio 45176

To the Board of Trustees:

We have audited the financial statements of Turtlecreek Township, Warren County, Ohio (the Township), as of and for the years ended December 31, 2010 and 2009, and have issued our report thereon dated September 15, 2011, wherein we noted the Township followed accounting practices the Auditor of State prescribes rather than accounting principles generally accepted in the United States of America. We also noted the Township uses the Auditor of State's Uniform Accounting Network (UAN) to process its financial transactions. *Government Auditing Standards* considers this service to impair the Auditor of State's independence to audit the Township. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code §§ 117.11(B) and 115.56 mandate the Auditor of State to audit Ohio governments. 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 the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of opining on the effectiveness of the Township's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Township's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A material weakness is a deficiency, or combination of internal control deficiencies resulting in more than a reasonable possibility that a material misstatement of the Township's financial statements will not be prevented, or detected and timely corrected.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.

Turtlecreek Township Warren County Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards* Page 2

Compliance and Other Matters

As part of reasonably assuring whether the Township's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

We noted certain matters not requiring inclusion in this report that we reported to the Township's management in a separate letter dated September 15, 2011.

We intend this report solely for the information and use of management, Board of Trustees, and others within the Township. We intend it for no one other than these specified parties.

Dave Yost Auditor of State

September 15, 2011

SCHEDULE OF PRIOR AUDIT FINDINGS DECEMBER 31, 2010 AND 2009

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i>
2008-001	Finding for Recovery- overpayment of leave	Repaid	
2008-002	Finding for Recovery- overpayment of leave	Repaid	
2008-003	Finding for Recovery- overpayment of leave	Repaid	
2008-004	ORC § 5705.39, appropriations exceeded estimated resources	Yes	
2008-005	Significant deficiencies - various posting errors	No	Reissued in Management Letter





TURTLECREEK TOWNSHIP

WARREN 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.

CLERK OF THE BUREAU

Susan Babbitt

CERTIFIED OCTOBER 4, 2011