

***VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, OHIO***

AUDIT REPORT

FOR THE YEARS ENDED DECEMBER 31, 1998 & 1999

Charles E. Harris and Associates, Inc.
Certified Public Accountants



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

35 North Fourth Street, 1st
Floor
Columbus, Ohio 43215
Telephone 614-466-4514
800-282-0370
Facsimile 614-728-7398

Village Council
Village of Mt Victory
Mt Victory, Ohio 43340

We have reviewed the Independent Auditor's Report of the Village of Mt Victory, Hardin County, prepared by Charles E. Harris & Associates, Inc., for the audit period January 1, 1998 through December 31, 1999. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Village of Mt Victory is responsible for compliance with these laws and regulations.

A handwritten signature in black ink, appearing to read "Jim Petro".

JIM PETRO
Auditor of State

September 26, 2000

VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, OHIO
Audit Report
For the Years Ended December 31, 1998 & 1999

TABLE OF CONTENTS

<u>Title</u>	<u>Page</u>
Elected Officials	-ii-
Report of Independent Accountants	1
Combined Statement of Cash, Investments and Fund Cash Balances - All Fund Types, As of December 31, 1998 and 1999	2
Combined Statement of Receipts, Disbursements, and Changes in Fund Cash Balances - All Governmental Fund Types - For the Years Ended December 31, 1998 and 1999	3 - 4
Combined Statement of Receipts, Disbursements, and Changes in Fund Cash Balances - Proprietary Fund Type - For the Years Ended December 31, 1998 and 1999	5 - 6
Combined Statement of Receipts - Budget and Actual, For the Years Ended December 31, 1998 and 1999	7 - 8
Combined Statement of Disbursements and Encumbrances Compared With Expenditure Authority, For the Years Ended December 31, 1998 and 1999	9 - 10
Notes to the Financial Statements	11 - 21
Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	22 - 23
Status of Prior Audit's Citations and Recommendations	24

VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, OHIO
Audit Report
For the Years Ended December 31, 1998 & 1999

ELECTED OFFICIALS

<u>NAME</u>	<u>TITLE</u>	<u>TERM EXPIRATION</u>	<u>SURETY</u>	<u>SURETY PERIOD</u>
Norman Smiley	Mayor	12/31/99	(A)	12/2/98 - 12/31/99
Brent Range	Council President	12/31/99		
Lowell Brose	Council	12/31/01		
Dale Poling	Council	12/31/01		
Pam Scott	Council	12/31/01		
Peggy Harrison	Council	12/31/01		
Larry Richardson	Council	12/31/99		
Ron Retterer	Council	12/31/01		

Statutory Legal Council

Ryan Zerby
Village Solicitor
28 North Main St.
Kenton, Ohio 43326

(A) Ohio Government Risk Management Plan \$10,000

Charles E. Harris & Associates, Inc.
Certified Public Accountants

Rockefeller Building
614 W Superior Ave Ste 1242
Cleveland OH 44113-1306
Office phone - (216) 575-1630
Fax - (216) 436-2411

REPORT OF INDEPENDENT ACCOUNTANTS

The Honorable Mayor and Members
of Village Council
Village of Mount Victory
Mount Victory, Ohio

We have audited the accompanying financial statements of the Village of Mt. Victory (the Village), as of and for the years ended December 31, 1998 & 1999, as listed in the table of contents. These financial statements are the responsibility of the Village's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards 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 to the financial statements, the Village prepares its financial statements on the basis of cash receipts and disbursements, with modifications designed to demonstrate the Village's compliance with the budget laws of the State of Ohio, 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 cash, investments, and fund cash balances of the Village, as of December 31, 1998 & 1999, and the combined receipts, disbursements, and changes in fund cash balances, its combined statements of receipts-budget and actual and combined statements of disbursements and encumbrances compared with expenditure authority for the years then ended in conformity with the basis of accounting referred to above.

In accordance with *Government Auditing Standards*, we have also issued a report dated August 21, 2000 on our consideration of the Village's internal control over financial reporting and our tests of compliance with certain provisions of laws, regulations, contracts and grants.

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

Charles E. Harris & Associates, Inc.
August 21, 2000

VILLAGE OF MT. VICTORY
HARDIN COUNTY, OHIO
COMBINED STATEMENT OF CASH, INVESTMENTS AND FUND CASH
BALANCES - ALL FUND TYPES
As of December 31, 1998 and 1999

	<u>1998</u> <u>Balances</u>	<u>1999</u> <u>Balances</u>
Cash and Cash Equivalents	\$ 380,108	\$ 346,620
Investments	<u>35,500</u>	<u>35,500</u>
	<u>\$ 415,608</u>	<u>\$ 382,120</u>

Cash Balances By Fund Class

Governmental Fund Types:

General Fund	\$ 43,534	\$ 46,555
Special Revenue Funds	46,583	39,467
Debt Service Funds	80,065	80,346
Capital Projects Funds	25,878	-

Proprietary Fund Type:

Enterprise Funds	<u>219,547</u>	<u>215,752</u>
Total	<u>\$ 415,608</u>	<u>\$ 382,120</u>

See accompanying Notes to the Financial Statements.

**VILLAGE OF MT. VICTORY
HARDIN COUNTY, OHIO
COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES IN FUND
CASH BALANCES - ALL GOVERNMENTAL FUND TYPES
For the Year Ended December 31, 1998**

	Governmental Fund Types				(Memorandum Only)
	General	Special Revenue	Debt Service	Capital Projects	Total
Receipts:					
Taxes	\$ 3,365	\$ 1,262	\$ 3,365	-	\$ 7,992
Intergovernmental	22,049	21,906	422	\$ 209,000	253,377
Special Assessments	-	5,336	-	-	5,336
Charges for Services	1,829	-	94,200	-	96,029
Other	27,927	472	-	-	28,399
Total Receipts	55,170	28,976	97,987	209,000	391,133
Disbursements:					
Current:					
Security of Persons & Property	10,995	1,653	-	-	12,648
Public Health Services	793	-	-	-	793
Leisure Time Activities	11,722	-	-	-	11,722
Basic Utility Services	1,851	7,234	-	-	9,085
Transportation	1,356	28,113	-	-	29,469
General Government	40,813	56	118	-	40,987
Capital Outlay	29,867	-	-	194,325	224,192
Debt Service					
Principal	-	-	13,700	-	13,700
Interest and Fiscal Charges	-	-	83,151	-	83,151
Total Disbursements	97,397	37,056	96,969	194,325	425,747
Excess of Receipts Over/(Under) Disbursements	(42,227)	(8,080)	1,018	14,675	(34,614)
Other Financing Sources/(Uses)					
Other Sources	9,539	-	-	-	9,539
Other Uses	(25,335)	-	-	-	(25,335)
Total Other Financing Sources/(Uses)	(15,796)	-	-	-	(15,796)
Excess of Receipts & Other Financing Sources Over/(Under) Disbursements and Other Financing Uses	(58,023)	(8,080)	1,018	14,675	(50,410)
Fund Balance January 1, 1998	101,557	54,663	79,047	11,203	246,470
Fund Balance December 31, 1998	\$ 43,534	\$ 46,583	\$ 80,065	\$ 25,878	\$ 196,060

See accompanying Notes to the Financial Statements.

VILLAGE OF MT. VICTORY
HARDIN COUNTY, OHIO
COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES IN FUND
CASH BALANCES - ALL GOVERNMENTAL FUND TYPES
For the Year Ended December 31, 1999

	Governmental Fund Types				(Memorandum Only)
	General	Special Revenue	Debt Service	Capital Projects	Total
Receipts:					
Taxes	\$ 4,042	\$ 1,516	\$ 4,042	-	\$ 9,600
Intergovernmental	19,955	22,481	-	-	42,436
Special Assessments	-	5,853	-	-	5,853
Charges for Services	1,724	-	94,200	-	95,924
Other	86,771	335	-	-	87,106
Total Receipts	112,492	30,185	98,242	-	240,919
Disbursements:					
Current:					
Security of Persons & Property	3,774	1,376	-	-	5,150
Public Health Services	1,548	-	-	-	1,548
Leisure Time Activities	35,821	-	-	-	35,821
Basic Utility Services	2,060	7,622	-	-	9,682
Transportation	2,586	28,233	-	-	30,819
General Government	39,565	70	121	-	39,756
Capital Outlay	19,968	-	-	\$ 25,878	45,846
Debt Service					
Principal	-	-	14,400	-	14,400
Interest and Fiscal Charges	-	-	83,440	-	83,440
Total Disbursements	105,322	37,301	97,961	25,878	266,462
Excess of Receipts Over/(Under) Disbursements	7,170	(7,116)	281	(25,878)	(25,543)
Other Financing Sources/(Uses)					
Transfers-Out	(4,149)	-	-	-	(4,149)
Total Other Financing Sources/(Uses)	(4,149)	-	-	-	(4,149)
Excess of Receipts & Other Financing Sources Over/(Under) Disbursements and Other Financing Uses	3,021	(7,116)	281	(25,878)	(29,692)
Fund Balance January 1, 1999	43,534	46,583	80,065	25,878	196,060
Fund Balance December 31, 1999	\$ 46,555	\$ 39,467	\$ 80,346	\$ -	\$ 166,368

See accompanying Notes to the Financial Statements.

**VILLAGE OF MT. VICTORY
HARDIN COUNTY, OHIO
COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES
IN FUND CASH BALANCES - ALL PROPRIETARY FUND TYPES
For the Year Ended December 31, 1998**

	<u>Enterprise</u>	<u>(Memorandum Only) Total</u>
Operating Receipts:		
Charges for Services	\$ 133,500	\$ 133,500
Miscellaneous	<u>2,600</u>	<u>2,600</u>
Total Receipts	136,100	136,100
Disbursements:		
Personal Services	21,478	21,478
Travel Transportation	261	261
Contractual Services	28,707	28,707
Material and Supplies	<u>11,405</u>	<u>11,405</u>
Total Disbursements	<u>61,851</u>	<u>61,851</u>
Excess Receipts Over/(Under) Disbursements:	74,249	74,249
Non-Operating Receipts/(Disbursements)		
Debt Service:		
Principal	(17,147)	(17,147)
Interest and Fiscal Charges	(19,136)	(19,136)
Miscellaneous	<u>10,441</u>	<u>10,441</u>
Total Non-Operating Receipts/(Disbursements)	<u>(25,842)</u>	<u>(25,842)</u>
Net Receipts Over/(Under) Disbursements	48,407	48,407
Fund Balance January 1, 1998	<u>171,140</u>	<u>171,140</u>
Fund Balance December 31, 1998	<u><u>\$ 219,547</u></u>	<u><u>\$ 219,547</u></u>

See accompanying Notes to the Financial Statements.

**VILLAGE OF MT. VICTORY
HARDIN COUNTY, OHIO
COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES
IN FUND CASH BALANCES - ALL PROPRIETARY FUND TYPES
For the Year Ended December 31, 1999**

	<u>Enterprise</u>	<u>(Memorandum Only) Total</u>
Operating Receipts:		
Charges for Services	\$ 128,849	\$ 128,849
Miscellaneous	<u>1,400</u>	<u>1,400</u>
Total Receipts	130,249	130,249
Disbursements:		
Personal Services	21,882	21,882
Travel Transportation	108	108
Contractual Services	37,278	37,278
Material and Supplies	22,779	22,779
Capital Outlay	<u>17,527</u>	<u>17,527</u>
Total Disbursements	<u>99,574</u>	<u>99,574</u>
Excess Receipts Over/(Under) Disbursements:	30,675	30,675
Non-Operating Receipts/(Disbursements)		
Debt Service:		
Principal	(18,906)	(18,906)
Interest and Fiscal Charges	(19,713)	(19,713)
Transfers-In	<u>4,149</u>	<u>4,149</u>
Total Non-Operating Receipts/(Disbursements)	<u>(34,470)</u>	<u>(34,470)</u>
Net Receipts Over/(Under) Disbursements	(3,795)	(3,795)
Fund Balance January 1, 1999	<u>219,547</u>	<u>219,547</u>
Fund Balance December 31, 1999	<u>\$ 215,752</u>	<u>\$ 215,752</u>

See accompanying Notes to the Financial Statements.

VILLAGE OF MT. VICTORY
HARDIN COUNTY, OHIO
COMBINED STATEMENT OF RECEIPTS - BUDGET AND ACTUAL
For the Year Ended December 31, 1998

<u>Fund Types/Funds:</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable/ (Unfavorable)</u>
<u>Governmental Fund Types:</u>			
General Fund	\$ -	\$ 64,709	\$ 64,709
Special Revenue	-	28,976	28,976
Debt Service	-	97,987	97,987
Capital Projects	-	209,000	209,000
<u>Proprietary Fund Types:</u>			
Enterprise Funds	-	146,541	146,541
Total (Memorandum Only)	\$ -	\$ 547,213	\$ 547,213

See accompanying Notes to the Financial Statements.

**VILLAGE OF MT. VICTORY
HARDIN COUNTY, OHIO
COMBINED STATEMENT OF RECEIPTS - BUDGET AND ACTUAL
For the Year Ended December 31, 1999**

<u>Fund Types/Funds:</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable/ (Unfavorable)</u>
<u>Governmental Fund Types:</u>			
General Fund	\$ 82,125	\$ 112,492	\$ 30,367
Special Revenue	26,880	30,185	3,305
Debt Service	94,200	98,242	4,042
<u>Proprietary Fund Types:</u>			
Enterprise Funds	<u>128,030</u>	<u>134,398</u>	<u>6,368</u>
Total (Memorandum Only)	\$ <u>222,230</u>	\$ <u>232,640</u>	\$ <u>10,410</u>

See accompanying Notes to the Financial Statements.

VILLAGE OF MT. VICTORY
HARDIN COUNTY, OHIO
COMBINED STATEMENT OF DISBURSEMENTS AND
ENCUMBRANCES COMPARED WITH EXPENDITURE AUTHORITY
For the Year Ended December 31, 1998

Fund Types/Funds	Carryover Appropriation	Year Ending 1998 Appropriations	Total	Actual 1998 Disbursements	Encumbrances as of 12/31/98	Total	Variance Favorable/ (Unfavorable)
Governmental Funds:							
General Fund	\$ -	\$ 88,581	\$ 88,581	\$ 122,732	\$ 4,488	\$ 127,220	\$ (38,639)
Special Revenue Funds	-	51,600	51,600	37,056	1,434	38,490	13,110
Debt Service Fund	-	96,000	96,000	96,969	-	96,969	(969)
Capital Project Funds	-	159,000	159,000	194,324	-	194,324	(35,324)
Proprietary Fund:							
Enterprise Fund	-	164,000	164,000	98,134	-	98,134	65,866
Total (Memorandum Only)	\$ -	\$ 559,181	\$ 559,181	\$ 549,215	\$ 5,922	\$ 555,137	\$ 4,044

See accompanying Notes to the Financial Statements.

VILLAGE OF MT. VICTORY
HARDIN COUNTY, OHIO
**COMBINED STATEMENT OF DISBURSEMENTS AND
ENCUMBRANCES COMPARED WITH EXPENDITURE AUTHORITY**
For the Year Ended December 31, 1999

Fund Types/Funds	Carryover Appropriation	Year Ending 1999		Actual 1999 Disbursements	Encumbrances as of 12/31/99	Total	Variance Favorable/ (Unfavorable)
		Appropriations	Total				
Governmental Funds:							
General Fund	\$ -	\$ 115,439	\$ 115,439	\$ 109,471	\$ 1,231	\$ 110,702	\$ 4,737
Special Revenue Funds	-	57,500	57,500	37,301	1,123	38,424	19,076
Debt Service Fund	-	4,000	4,000	97,961	-	97,961	(93,961)
Capital Projects	-	-	-	25,878	-	25,878	(25,878)
Proprietary Fund:							
Enterprise Fund	-	266,650	266,650	138,193	-	138,193	128,457
Total (Memorandum Only)	\$ -	\$ 443,589	\$ 443,589	\$ 408,804	\$ 2,354	\$ 411,158	\$ 32,431

See accompanying Notes to the Financial Statements.

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. DESCRIPTION OF THE ENTITY

The Village of Mount Victory, Hardin County, (the Village) is a body corporate and politic established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Village is directed by a publicly-elected, seven-member Council. The Village provides general governmental services, including water, sewer, and electric utilities, park operations (leisure time activities), and police, fire and ambulance services.

The Village's management believes these financial statements included in this report represent all of the funds of the Village over which the Village has the ability to exercise direct operating control.

B. REPORTING ENTITY

In evaluating how to define the Village for financial reporting purposes, management has considered all agencies, departments and organizations making up the Village of Mount Victory (the primary government) and its potential component units consistent with Governmental Accounting Standards Board Statement No. 14, "The Financial Reporting Entity." There were no significant changes in the reporting entity related to the implementation of this statement for the current audit period.

Component units are legally separate organizations for which the Village, as the primary government, is financially accountable. The Village is financially accountable for an organization if the Village appoints a voting majority of the organization's governing board and 1) the Village is able to significantly influence the programs or services performed or provided by the organization; or 2) the Village is legally entitled to or can otherwise access the organization's resources; the Village is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the Village is obligated for the debt of the organization. Component units may also include organizations for which the Village approves the budget, the issuance of debt, or the levying of taxes.

Based on the above definitions, the Village has determined that there were no component units required to be included the financial statements.

C. 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 disbursement 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.)

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

VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** - (continued)

D. INVESTMENTS AND INACTIVE FUNDS

Investment procedures are restricted by the provisions of the Ohio Revised Code. Purchased investments are valued at purchase cost. Interest earned is recognized and recorded when received. See Note 2 for further description.

E. FUND ACCOUNTING

The Village maintains its accounting records in accordance with the principles of "Fund" accounting. Fund accounting is a concept developed to meet the needs of governmental entities in which legal or other restraints require the recording of specific receipts and disbursements. The transactions of each fund are reflected in a self-balancing group of accounts, an accounting entity which stands separate from the activities reported in other funds. The restrictions associated with each class of funds are as follows:

Governmental Fund Types:

General Fund: The General Fund is the general operating fund of the Village. It is used to account for all financial resources except those required by law or contract to be accounted for in another fund.

Special Revenue Funds: To account for the proceeds of specific revenue sources that are legally restricted to disbursements for specified purposes.

Debt Service Fund: This fund is used to accumulate resources for the payment of bond and note debt.

Capital Project Funds: This fund is used to account for receipts that are restricted for the acquisition or construction of major capital projects (except those financed through enterprise funds).

Proprietary Fund Types:

Enterprise Funds: These funds account for operations that are similar to private business enterprise where management intends that the significant costs of providing certain goods or services will be recovered through user charges.

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (continued)

F. BUDGETARY PROCESS

1. Budget

A budget of estimated cash receipts and disbursements is prepared by the Clerk/Treasurer, approved by Council, and submitted to the county auditor, as secretary of the County Budget Commission, by July 20 of each year, for the period January 1 to December 31 of the following year.

2. Estimated Resources

The county auditor calculates the estimated revenues available to the Village. He prepares a certificate of estimated resources based upon this calculation and upon the other financial information supplied in the budget sent by the Village. The certificate is approved by the county budget commission and sent to the Village Treasurer by September 1.

Prior to December 31, the Village must revise its budget so that the total budgeted expenditures for a fund will not exceed the amount of stated in the certificate of estimated resources. The revised budget serves as the basis for the annual appropriation measure.

On or about January 1, the Clerk/Treasurer sends the county auditor a certificate to which includes the actual unencumbered balances from the preceding year. The county auditor prepares an amended certificate, submits it to the county budget commission for approval. This amended certificate may be further amended during the year if projected increases or decreases in revenue are identified by the Clerk/Treasurer. The amounts reported in the budgetary statements reflect the amounts in the final amended certificates issued during 1998 and 1999.

Budget receipts, as shown in the accompanying financial statements, do not include the unencumbered fund balances as of January 1, 1998 and 1999. However, those fund balances are available for appropriations.

3. Appropriations

A temporary appropriation measure to control cash expenditures may be passed on or about January 1 of each year for the period January 1 to March 31. An annual appropriation measure must be passed by March 31 of each year for the period January 1 to December 31. The appropriation measure may be amended or supplemented during the year as new information becomes available. Appropriations may not exceed estimated resources.

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** - (continued)

F. **BUDGETARY PROCESS** - (continued)

4. **Encumbrances**

The Village is required to use the encumbrance method of accounting by virtue of Ohio law. Under this system, purchase orders, contracts and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. Unencumbered appropriations lapse at year end.

Encumbered appropriations are carried forward to the succeeding fiscal year without being re-appropriated. In the budgetary financial statements, encumbrances are added to budgetary expenditures and compared to current year appropriations plus prior year carry-over appropriations.

G. **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.

H. **Unpaid Vacation and Sick Leave**

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused vacation and sick leave. Unpaid vacation and sick leave are not reflected as liabilities on the accompanying financial statements.

I. **Total Columns on Financial Statements**

Total columns on the financial statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. This data is not comparable to consolidation. Interfund-type eliminations have not been made in the aggregation of this data.

2. **EQUITY IN POOLED CASH AND CASH EQUIVALENTS**

The Village maintains a cash and investment pool used by all funds. The balance of this pool is displayed on the "Combined Statement of Cash, Investments, and Fund Cash Balances - All Fund Types, As of December 31, 1998 and 1999."

Legal Requirements

State statutes classify monies held by the Village into three categories.

"Active deposits" are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the Village Treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

2. EQUITY IN POOLED CASH AND CASH EQUIVALENTS - (continued)

Legal Requirements - (continued)

"Inactive deposits" are public deposits that Council has identified as not required for use within the current two year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

"Interim deposits" are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit, or by savings or deposit accounts including passbook accounts. Interim monies may be invested in the following securities:

1. United States treasury notes, bills, bonds, or any other obligations or security issued by the United States treasury or any other obligations guaranteed as to principal or interest by the United States;
2. Bonds, notes, debentures or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency services shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided that the market value of the securities, subject to the repurchase agreement, must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that term of the agreement must not exceed thirty days;
4. Bond and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in the is division are made only through eligible institutions; and
6. The State Treasurer's investment pool (STAR Ohio).

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

2. **EQUITY IN POOLED CASH AND CASH EQUIVALENTS** - (continued)

Legal Requirements - (continued)

Investments in stripped principal or interest obligations, reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the Village, and be purchased within the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions.

Payment for investments may be made only upon delivery of the securities representing the investments to the treasurer or, if the securities are not representing to the treasurer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer form the custodian.

Protection of the Village's deposits is provided by the Federal Deposit Insurance Corporation, by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the Clerk/Treasurer by the financial institution, or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

The following information classifies deposits and investments by categories of risk as defined by GASB Statement No.3, "Deposits with Financial Institutions, Investments and Reverse Repurchase Agreements".

Deposits: At year end, the carrying amount of the Village's deposits were \$415,608 in 1998 and \$382,121 in 1999 and the bank balance was \$380,108 in 1998 and \$346,621 in 1999. Of the bank balance,

1. \$100,000 in 1998 and \$100,000 in 1999 was covered by federal depository insurance; and
2. \$280,108 in 1998 and \$246,621 in 1999 was uninsured, but collateralized by U.S. Government securities pooled by the depository not in the Village's name. As with all deposits, there is a risk of loss of resources, but management believes this collateral gives the Village its safest deposit of money.

Investments:

The Village's investments are categorized below to give an indication of the level of risk assumed by the entity at year-end. Category 1 includes investments that are insured or registered or for which the securities are held by the Village. Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or dealer's trust department or agent in the Village's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or by its trust department but not in the Village's name. At December 31, 1998 and 1999, the Village held no investments that would be classified as investments under GASB Statement No. 3.

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

2. **EQUITY IN POOLED CASH AND CASH EQUIVALENTS** - (continued)

The classification of cash and cash equivalents and investments on the combined financial statements is based on criteria set forth in GASB Statement No. 9. Cash and cash equivalents are defined to include investments with original maturities of three months or less and cash and investments of the cash management pool.

A reconciliation between the classifications of cash and investments on the combined financial statements and the classification per GASB 3 is as follows:

<u>1998</u>	<u>Cash and Cash Equivalents</u>	<u>Investment</u>
GASB Statement 9 Certificates of deposit over 90 days	\$ 380,108 <u>35,500</u>	\$ 35,500 <u>(35,500)</u>
GASB Statement 3	<u>\$ 415,608</u>	<u>\$ -</u>
<u>1999</u>	<u>Cash and Cash Equivalents</u>	<u>Investment</u>
GASB Statement 9 Certificates of deposit over 90 days	\$ 346,620 <u>35,500</u>	\$ 35,500 <u>(35,500)</u>
GASB Statement 3	<u>\$ 382,120</u>	<u>\$ -</u>

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

3. PROPERTY TAX

Real property taxes are levied on assessed values which equal 35 percent of appraised value. The county auditor reappraises all real property every six years with a triennial update. The last update was completed for tax year 1997.

Real property taxes become a lien on all non-exempt real property located in the county on January 1. Real property taxes are payable annually or semiannually. If paid annually, payment is due December 31; if paid semiannually, the first payment is due December 31 with the remainder payable by June 20 of the following year. Under certain circumstances, state statute permits later payment dates to be established.

The full tax rate applied to real property for the years ended December 31, 1997 and 1998 (received in 1998 and 1999) were \$1.90 and \$1.90, respectively, per \$1,000 of assessed valuation. After adjustment of the rate for inflationary increases in property values, the effective tax rate was \$1.90 and \$1.90, respectively, per \$1,000 of assessed valuation for real property classified as residential/agricultural and \$1.90 and \$1.90 for 1997 and 1998, respectively, per \$1,000 of assessed valuation for commercial property. Real property owners' tax bills are further reduced by homestead and rollback deductions when applicable. The amount of these homestead and rollback reductions is reimbursed to the Village by the State of Ohio.

Owners of tangible personal property are required to file a list of such property including costs, by April 30 of each year. The property is assessed for tax purposes at varying statutory percentages of cost.

The following represents the assessed property values for the revenues received during the years 1998 and 1999:

Real Property:	<u>1997</u>	<u>1998</u>
Residential/Agricultural	\$ 3,010,380	\$ 3,138,690
Commercial/Industrial	630,920	630,610
 Tangible Personal Property:		
General	642,811	625,570
Public Utilities	<u>492,860</u>	<u>503,690</u>
 Total Valuation	 <u>\$ 4,776,971</u>	 <u>\$ 4,898,560</u>

The Hardin County Treasurer collects property tax on behalf of all taxing Villages within the county. The Hardin County Auditor periodically remits to the taxing Villages their portions of the taxes collected.

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

4. DEBT

Debt outstanding at December 31, 1998 was as follows:

	<u>Balance</u> <u>1/1/98</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>12/31/98</u>
OWDA 0617 10.26% 7/1/06 maturity	\$ 215,748	-	\$17,147	\$ 198,601
Mortgage Revenue Bonds Series A 3/1/35 maturity	1,306,000	-	11,800	1,294,200
Mortgage Revenue Bonds Series B 3/1/35 maturity	<u>235,000</u>	<u>-</u>	<u>1,900</u>	<u>233,100</u>
Total Debt	<u>\$1,756,748</u>	<u>-</u>	<u>\$ 30,847</u>	<u>\$1,725,901</u>

Debt outstanding at December 31, 1999 was as follows:

	<u>Balance</u> <u>1/1/99</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>12/31/99</u>
OWDA 3012 6.58% 7/1/03 maturity	\$ 198,601	-	\$ 18,906	\$ 179,695
Mortgage Revenue Bonds Series A 3/1/35 maturity	1,294,200	-	12,400	1,281,800
Mortgage Revenue Bonds Series B 3/1/35 maturity	<u>233,100</u>	<u>-</u>	<u>2,000</u>	<u>231,100</u>
Total Debt	<u>\$ 1,725,901</u>	<u>-</u>	<u>\$ 45,306</u>	<u>\$1,680,595</u>

The OWDA loan from the Special Revenue Fund will be paid from special assessments. The Mortgage Revenue Bonds from the Enterprise Fund will be paid from user charges.

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

5. RISK MANAGEMENT

The Village is exposed to various risks of loss related torts, theft of, damage to, destruction of assets, errors and omissions, injuries to employees and natural disasters. During the fiscal years 1998 and 1999, the Village contracted with one insurance company for coverage of buildings and contents.

The following is a list of insurance coverage of the Village and the deductibles associated with each:

<u>Type of Coverage</u>	<u>Limits</u>	<u>Deductible</u>
Property	\$ 937,588	\$ 1,000
General Aggregate Limit		
Products – Completed/ Operations Aggregate Limit	1,000,000	1,000
Public Officials Liability	1,000,000	1,000
Automobile Combined Coverage	1,000,000	0
EDP	6,100	100
Inland Marine	34,800	250

All employees of the Village are covered by a blanket bond, while certain individuals in policy-making roles are covered by separate, higher limit bond coverage.

The Village pays the State Worker's Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three years. Also, the Village did not reduce its insurance coverages significantly during the year.

6. PENSION AND RETIREMENT PLANS

The employees of the Village of Mount Victory are covered by the Public Employees Retirement System of Ohio. The State of Ohio accounts for the activities of the retirement systems and the amounts of these funds are not reflected in the accompanying financial statements.

Public Employees Retirement System (PERS)

The Public Employees Retirement System (PERS) of Ohio is a cost-sharing multiple-employer defined benefit pension plan. PERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. Authority to establish and amend benefits is provided by state statute per Chapter 145 of the Ohio Revised Code. PERS issues a stand-alone financial report. Interested parties may obtain a copy by making a written request to 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 466-2085 or 1-800-222-PERS (7377).

The Ohio Revised Code provides statutory authority for employee and employer contributions. The employee contribution rates are 8.5% for employees other than law enforcement. For local government employer units, the rate was 13.55% of covered payroll. The Village's contributions for pension obligations to PERS for the years ended December 31, 1997, 1998 and 1999 were \$4,942, \$5,339 and \$3,839; respectively. The full amount has been contributed for 1997 and 1998, and 74.6% has been contributed in 1999.

**VILLAGE OF MOUNT VICTORY
HARDIN COUNTY, Ohio
Notes to the Financial Statements
For the Years Ended December 31, 1998 and 1999**

7. POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

Public Employees Retirement System

Public Employees Retirement System of Ohio provides postretirement health care coverage to age and service retirees with 10 or more years of qualifying Ohio Service credit and to primary survivor recipients of such retirees. Health care coverage for disability 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. A portion of each employer's contribution to PERS is set aside for the funding of post retirement health care. The Ohio Revised Code provides statutory authority for employer contributions. The 1999 employer contribution rate for local employers was 13.55% of covered payroll; 4.2% was the portion that was used to fund health care.

Benefits are funded on a pay-as-you-go basis. OPEB are financed through employer contributions and investment earnings thereon. The contributions allocated to retiree health care and Medicare, along with investment income on allocated assets and periodic adjustments in health care provisions are expected to be sufficient to sustain the program indefinitely. During 1999, OPEB expenditures made by PERS were \$523,599,349. As of December 31, 1999, the unaudited estimated net assets available for future OPEB payments were \$9,870,285,641. At December 31, 1999, the total number of benefit recipients eligible for OPEB through PERS was 118,062. The Village's actual contributions for 1999 that were used to fund OPEB were \$1,190.

During 1997, the Retirement Board adopted a new calculation method for determining employer contributions applied to OPEB. Under the new method, effective January 1, 1998, employer contributions, equal to 4.2% of member covered payroll, are used to fund health care expenses. Under the prior method, accrued liabilities and normal cost rates were determined for retiree health care coverage.

8. CONTINGENT LIABILITIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the government expects such amounts, if any, to be immaterial.

The Village is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the Village Solicitor, the resolution of this matter will not have a material adverse effect on the financial condition of the government.

Charles E. Harris & Associates, Inc.
Certified Public Accountants

Rockefeller Building
614 W Superior Ave Ste 1242
Cleveland OH 44113-1306
Office phone - (216) 575-1630
Fax - (216) 436-2411

**REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL
REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

**The Honorable Mayor and Members of Village Council
Village of Mount Victory
Mount Victory, Ohio**

We have audited the financial statements of the Village of Mount Victory (the Village), as of and for the years ended December 31, 1998 and 1999, and have issued our report thereon dated August 21, 2000. We conducted our audit in accordance with generally accepted auditing standards 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 Village'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*. However, we noted certain immaterial instances of noncompliance that we have reported to management in a separate letter dated August 21, 2000.

Internal Controls Over Financial Reporting

In planning and performing our audit, we considered the Village'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.

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

Charles E. Harris & Associates, Inc.
August 21, 2000

STATUS OF PRIOR AUDIT'S CITATIONS AND RECOMMENDATIONS

The prior audit report, as of December 31, 1996 and 1997 did not include material citations or recommendations.



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

88 East Broad Street
P.O. Box 1140
Columbus, Ohio 43216-1140
Telephone 614-466-4514
800-282-0370
Facsimile 614-466-4490

VILLAGE OF MT. VICTORY

HARDIN 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
OCTOBER 5, 2000**