



**ASHLEY UNION CEMETERY
DELAWARE COUNTY**

REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 2000 - 1999



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

**ASHLEY UNION CEMETERY
DELAWARE COUNTY**

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REPORT OF INDEPENDENT ACCOUNTANTS

Ashley Union Cemetery
Delaware County
8191 Ashley Road
Ashley, OH 43003

To the Board of Trustees:

We have audited the accompanying financial statements of Ashley Union Cemetery, Delaware County, Ohio, (the Cemetery) as of and for the years ended December 31, 2000 and December 31, 1999. These financial statements are the responsibility of the Cemetery'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, the Cemetery 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 of the Cemetery as of December 31, 2000 and December 31, 1999, 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 February 26, 2001 on our consideration of the Cemetery'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 that audit.

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

JIM PETRO
Auditor of State

February 26, 2001

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**ASHLEY UNION CEMETERY
DELAWARE COUNTY**

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

	<u>Governmental Fund Types</u>		Totals (Memorandum Only)
	<u>General</u>	<u>Capital Projects</u>	
Cash Receipts:			
Intergovernmental	13,150	0	13,150
Charges for Services	6,660	0	6,660
Sale of Lots	0	2,400	2,400
Interest	525	0	525
Miscellaneous	55	0	55
	<hr/>	<hr/>	<hr/>
Total Cash Receipts	20,390	2,400	22,790
Cash Disbursements:			
Current:			
Salaries	12,886	0	12,886
Supplies	1,090	0	1,090
Equipment	292	0	292
Contracts - Services	3,827	0	3,827
Public Employees' Retirement	1,394	0	1,394
Insurance	584	0	584
Utilities	488	0	488
Miscellaneous	969	0	969
	<hr/>	<hr/>	<hr/>
Total Disbursements	21,530	0	21,530
Total Receipts Over/(Under) Disbursements	(1,140)	2,400	1,260
Fund Cash Balances January 1	4,988	25,537	30,525
	<hr/>	<hr/>	<hr/>
Fund Cash Balances, December 31	<u>\$3,848</u>	<u>\$27,937</u>	<u>\$31,785</u>

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

**ASHLEY UNION CEMETERY
DELAWARE COUNTY**

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

	<u>Non-Expendable Trust</u>
Operating cash receipts:	
Interest	<u>\$76</u>
Total operating receipts	<u>76</u>
Operating cash disbursements:	
Miscellaneous	<u>12</u>
Total operating cash disbursements	<u>12</u>
Operating Receipts over (under) Operating Disbursements	64
Fund cash balances, January 1, 2000	<u>3,524</u>
Fund cash balances, December 31, 2000	<u><u>\$3,588</u></u>

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

**ASHLEY UNION CEMETERY
DELAWARE COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1999**

	<u>Governmental Fund Types</u>		Totals (Memorandum Only)
	<u>General</u>	<u>Capital Projects</u>	
Cash Receipts:			
Intergovernmental	13,132	0	13,132
Charges for Services	6,897	0	6,897
Sale of Lots	0	2,825	2,825
Interest	660	0	660
Miscellaneous	1,000	0	1,000
	<hr/>	<hr/>	<hr/>
Total Cash Receipts	21,689	2,825	24,514
	<hr/>	<hr/>	<hr/>
Cash Disbursements:			
Current:			
Salaries	11,981	0	11,981
Supplies	576	0	576
Equipment	440	0	440
Contracts - Services	4,545	0	4,545
Public Employees' Retirement	1,624	0	1,624
Insurance	1,075	0	1,075
Utilities	460	0	460
Miscellaneous	1,237	0	1,237
	<hr/>	<hr/>	<hr/>
Total Disbursements	21,938	0	21,938
	<hr/>	<hr/>	<hr/>
Total Receipts Over/(Under) Disbursements	(249)	2,825	2,576
Fund Cash Balances January 1	5,237	22,712	27,949
	<hr/>	<hr/>	<hr/>
Fund Cash Balances, December 31	<u>\$4,988</u>	<u>\$25,537</u>	<u>\$30,525</u>

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

**ASHLEY UNION CEMETERY
DELAWARE COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS,
AND CHANGES IN FUND CASH BALANCE
NON-EXPENDABLE TRUST FUNDS
FOR THE YEAR ENDED DECEMBER 31, 1999**

	<u>Non-Expendable Trust</u>
Operating cash receipts:	
Interest	<u>\$78</u>
Total operating receipts	<u>78</u>
Operating cash disbursements:	
Miscellaneous	<u>28</u>
Total operating cash disbursements	<u>28</u>
Operating Receipts over (under) Operating Disbursements	50
Fund cash balances, January 1, 2000	<u>3,484</u>
Fund cash balances, December 31, 2000	<u><u>\$3,534</u></u>

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

**ASHLEY UNION CEMETERY
DELAWARE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2000 AND 1999**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Ashley Union Cemetery, Delaware County, Ohio, (the Cemetery) 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 Cemetery is directed by an appointed three-member Board of Trustees. The Board is appointed by the legislative authorities' of Oxford Township and the Village of Ashley. These entities also provide intergovernmental funding to meet the Cemetery's operating costs under the agreement which established the Cemetery. The Cemetery provides grounds maintenance, opening and closing of graves, and the sale of grave lots.

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

The Cemetery is considered a blended component unit of Oxford Township due to the Township appointing a majority of the Cemetery's Board and providing the Cemetery with financial support.

The Cemetery is considered a related organization of the Village of Ashley due to the Village appointing a member of the Cemetery's Board and providing the Cemetery with financial support.

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.

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

C. Cash and Investments

Certificates of deposit are valued at cost.

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

D. Fund Accounting

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

**ASHLEY UNION CEMETERY
DELAWARE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2000 AND 1999
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fund Accounting (Continued)

2. 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 trust funds).

Sale of Lots Fund- This fund receives all grave sales receipts. This fund is to be used to pay for Cemetery improvements and for the purchase of additional Cemetery land.

3. Fiduciary Funds (Trust and Agency Funds)

These funds are used to account for resources restricted by legally binding trust agreements and funds for which the Cemetery is acting in an agency capacity. The Cemetery had the following significant Fiduciary Funds:

Rebove Memorial Fund and Wolstaff Memorial Fund - These funds receive interest from fund investments. Proceeds are used to maintain grave sites.

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. EQUITY IN POOLED CASH AND INVESTMENTS

The Cemetery maintains a cash and investments pool used by all funds. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of cash and investments at December 31 follows:

	<u>2000</u>	<u>1999</u>
Demand deposits	\$ 33,873	\$ 32,559
Certificates of deposit	<u>1,500</u>	<u>1,500</u>
Total deposits	<u>\$ 35,373</u>	<u>\$ 34,059</u>

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

3. RETIREMENT SYSTEMS

The Cemetery's employees belong to the Public Employees Retirement System (PERS) of Ohio. PERS is a cost-sharing, multiple-employer plan. The plan provides retirement benefits, including postretirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code.

**ASHLEY UNION CEMETERY
DELAWARE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2000 AND 1999
(Continued)**

3. RETIREMENT SYSTEMS (Continued)

Contribution rates are also prescribed by the Ohio Revised Code. For 2000 and 1999, PERS members contributed 8.5% of their gross salaries. The Cemetery contributed an amount equal to 13.55% of participants' gross salaries in 1999 and 10.84% for 2000. The Cemetery has paid all contributions required through December 31, 2000.

4. RISK MANAGEMENT

The Cemetery has obtained commercial insurance for the following risks:

- Criminal property damage
- Employee Dishonesty

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REPORT ON COMPLIANCE AND ON INTERNAL CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS

Ashley Union Cemetery
Delaware County
8191 Ashley Road
Ashley, OH 43003

To the Board of Trustees:

We have audited the accompanying financial statements of Ashley Union Cemetery, Delaware County, Ohio (the Cemetery), as of and for the years ended December 31, 2000 and December 31, 1999, and have issued our report thereon dated February 26, 2001. 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 Cemetery's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Governmental Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Cemetery'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 an other matter involving the internal control over financial reporting that does not require inclusion in this report, that we have reported to management of the Cemetery in a separate letter dated February 26, 2001.

Ashley Union Cemetery
Delaware County
Report of Independent Accountants on Compliance and on
Internal Control Required by *Government Auditing Standards*
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This report is intended for the information and use of management and the Board of Trustees, and is not intended to be and should not be used by anyone other than these specified parties.

JIM PETRO
Auditor of State

February 26, 2001



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ASHLEY UNION CEMETERY

DELAWARE 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
MARCH 22, 2001**