Financial Statements (Audited)

For The Years Ended December 31, 2000 and 1999

### HILDA FREBIS, CLERK/TREASURER



STATE OF OHIO OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

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Members of Council Village of Ripley 123 Water Works Road Ripley, Ohio 45167

We have reviewed the independent auditor's report of the Village of Ripley, Brown County, prepared by Trimble, Julian & Grube, Inc., for the audit period January 1, 1999 through December 31, 2000. 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 Ripley is responsible for compliance with these laws and regulations.

JIM PETRO Auditor of State

June 28, 2001

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### TRIMBLE, JULIAN & GRUBE, INC.

"SERVING OHIO LOCAL GOVERNMENTS"

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### **Independent Auditor's Report**

Members of Council and Mayor Village of Ripley 123 Water Works Rd. Ripley, Ohio 45167

We have audited the accompanying financial statements of the Village of Ripley, Brown County, Ohio as of and for the years ended December 31, 2000 and 1999. These financial statements are the responsibility of the Village of Ripley'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 2, the Village of Ripley prepares its financial statements on the basis of accounting prescribed or permitted by 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 cash balances and fund balances of the Village of Ripley, as of December 31, 2000 and 1999, and its combined cash receipts and disbursements, combined budgeted and actual receipts, and budgeted and actual disbursements, and encumbrances for the years then ended on the basis of accounting described in Note 2.

In accordance with *Government Auditing Standards*, we have also issued a report dated May 4, 2001, on our consideration of the Village of Ripley'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 management of the Village of Ripley 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 parties.

Trimble, Julian & Grube, Inc. May 4, 2001

### COMBINED STATEMENT OF CASH FUND BALANCES - ALL FUND TYPES DECEMBER 31, 2000 AND 1999

Cash and Investments:	2000	1999
Cash and Cash Equivalents Investments	\$ 2,004,346 777	\$ 1,895,493 777
Total Cash and Investments	\$ 2,005,123	\$ 1,896,270
Fund Balances:		
Governmental Fund Types: General Fund Special Revenue Funds Capital Projects Funds	\$ 224,146 77,391 37,241	\$ 199,133 81,100 29,397
Total Governmental Fund Types	338,778	309,630
Proprietary Fund Type: Enterprise Funds	1,518,498	1,442,044
<u>Fiduciary Fund Types:</u> Expendable Trust Funds Nonexpendable Trust Funds Agency Funds	8,011 136,369 3,467	9,352 135,169 75
Total Fiduciary Fund Types	147,847	144,596
Total Fund Balances	\$ 2,005,123	\$ 1,896,270

### COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH FUND BALANCES - ALL GOVERNMENTAL FUND TYPES AND SIMILAR FIDUCIARY FUND TYPE FOR THE YEAR ENDED DECEMBER 31, 2000

	Governmental Fund Types			Fiduciary Fund Type		
	General	Special Revenue	Capital Projects	Expendable Trust	Total (Memorandum Only)	
Cash receipts:						
Local taxes	\$ 279,591	\$ 44,561	\$ -	\$ -	\$ 324,152	
Intergovernmental	69,474	94,424	47,000	-	210,898	
Special assessments	-	9,887	-	-	9,887	
Charges for services	21,980	1,357	-	18,080	41,417	
Fines, licenses, and permits	47,547	14,029	-	-	61,576	
Interest	110,318	1,487	-	5,291	117,096	
Miscellaneous	18,599	3,450			22,049	
Total cash receipts	547,509	169,195	47,000	23,371	787,075	
Cash disbursements:						
Current:						
Security of persons and property	231,827	126,156	-	-	357,983	
Public health services	2,999	-	-	24,497	27,496	
Community environment	-	-	-	215	215	
Transportation	-	123,170	-	-	123,170	
General government	203,765	-	-	-	203,765	
Capital outlay	-	-	69,656	-	69,656	
Debt service:						
Principal retirement	-	12,605	-	-	12,605	
Interest charges	-	214	-	-	214	
Total cash disbursements	438,591	262,145	69,656	24,712	795,104	
Total cash receipts over/(under) cash disbursements	108,918	(92,950)	(22,656)	(1,341)	(8,029)	
Other financing receipts/(disbursements):						
Proceeds from sale of notes	-	35,836	-	-	35,836	
Operating transfers in	-	53,405	30,500	-	83,905	
Operating transfers out	(83,905)	-	-	-	(83,905)	
Total other financing receipts/(disbursements)	(83,905)	89,241	30,500		35,836	
Excess of cash receipts and other financing receipts over/(under) cash disbursements						
and other financing disbursements	25,013	(3,709)	7,844	(1,341)	27,807	
Cash fund balances, January 1, 2000	199,133	81,100	29,397	9,352	318,982	
Cash fund balances, December 31, 2000	\$ 224,146	\$ 77,391	\$ 37,241	\$ 8,011	\$ 346,789	

### COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH FUND BALANCES - PROPRIETARY FUND TYPE AND SIMILAR FIDUCIARY FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2000

	Proprietary Fiduciary Fund Type Fund Types		•		
	Enterprise	Nonexpendable Trust	Agency	Total (Memorandum Only)	
Operating cash receipts:					
Charges for services	\$ 1,678,798	\$ -	\$ -	\$ 1,678,798	
Other miscellaneous	4,502	-	-	4,502	
Total operating cash receipts	1,683,300			1,683,300	
Operating cash disbursements:					
Personal services	277,465	-	-	277,465	
Employee fringe benefits	92,604	-	-	92,604	
Contractual services	1,064,528	-	-	1,064,528	
Supplies and materials	124,805	-	-	124,805	
Capital outlay	14,631	-	-	14,631	
Total operating cash disbursements	1,574,033			1,574,033	
Operating income	109,267			109,267	
Nonoperating cash receipts/(disbursements):					
Fines and forfeitures	-	-	62,692	62,692	
Distribution of fines	-	-	(59,300)	(59,300)	
Other financing sources	29,654	1,200	-	30,854	
Debt service:					
Principal	(35,198)	-	-	(35,198)	
Interest	(5,110)	-	-	(5,110)	
Other nonoperating disbursements	(22,159)	-	-	(22,159)	
Total nonoperating cash receipts/(disbursements)	(32,813)	1,200	3,392	(28,221)	
Net income	76,454	1,200	3,392	81,046	
Cash fund balances, January 1, 2000	1,442,044	135,169	75	1,577,288	
Cash fund balances, December 31, 2000	\$ 1,518,498	\$ 136,369	\$ 3,467	\$ 1,658,334	

## COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND ENCUMBRANCES COMPARED WITH EXPENDITURE AUTHORITY - BUDGET AND ACTUAL FOR THE YEAR ENDED DECEMBER 31, 2000

Receipts

Disbursements

Variance Favorable (Unfavorable)	\$ 147,952 42,563 86,239	1,632,542	14,790 134,540	\$ 2,058,626
Total	\$ 522,496 262,145 69,656	1,636,500	24,712 -	\$ 2,515,509
Encumbrances Outstanding at 12/31/00	\$			، ب
Actual 2000 Disbursements	\$ 522,496 262,145 69,656	1,636,500	24,712 -	\$ 2,515,509
Total	\$ 670,448 304,708 155,895	3,269,042	39,502 134,540	\$ 4,574,135
2000 Appropriations	\$ 633,567 292,577 155,895	3,267,215	39,502 134,540	\$ 4,523,296
Prior Year Carryover Appropriations	\$ 36,881 12,131 -	1,827		\$ 50,839
Variance Favorable (Unfavorable)	\$ 72,509 32,638 (91,500)	(114,046)	(6,779) 200	\$ (106,978)
Actual 2000 Receipts	\$ 547,509 258,436 77,500	1,712,954	23,371 1,200	\$ 2,620,970
Total Estimated Resources	\$ 636,568 292,577 202,895	3,267,215	39,502 134,540	\$ 4,573,297
Budget	\$ 475,000 225,798 169,000	1,827,000	30,150 1,000	\$ 2,727,948
County Certified Unencumbered Cash	\$ 161,568 66,779 33,895	1,440,215	9,352 133,540	\$ 1,845,349
Fund Types	Governmental: General Special Revenue Capital Projects	Proprietary: Enterprise	Fīduciary: Expendable Nonexpendable	Total (Memorandum Only)

### COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH FUND BALANCES - ALL GOVERNMENTAL FUND TYPES AND SIMILAR FIDUCIARY FUND TYPE FOR THE YEAR ENDED DECEMBER 31, 1999

	Governmental Fund Types			Fiduciary Fund Type		
	General	Special Revenue	Capital Projects	Expendable Trust	Total (Memorandum Only)	
Cash receipts:						
Local taxes	\$ 257,672	\$ 44,874	\$ -	\$ -	\$ 302,546	
Intergovernmental	70,879	123,654	139,068	-	333,601	
Charges for services	19,959	701	-	16,780	37,440	
Fines, licenses, and permits	35,845	5,005	-	-	40,850	
Interest	70,546	1,769	-	8,591	80,906	
Miscellaneous	13,216	6,798	200	1,071	21,285	
Total cash receipts	468,117	182,801	139,268	26,442	816,628	
Cash disbursements:						
Current:						
Security of persons and property	203,932	119,472	-	-	323,404	
Public health services	2,301	-	-	24,313	26,614	
Community environment	-	-	-	56	56	
Transportation	-	65,839	-	-	65,839	
General government	193,286	-	-	-	193,286	
Capital outlay	-	-	224,795	-	224,795	
Debt service:						
Principal retirement	-	23,898	-	-	23,898	
Interest charges	-	851	-	-	851	
Total cash disbursements	399,519	210,060	224,795	24,369	858,743	
Total cash receipts over/(under) cash disbursements	68,598	(27,259)	(85,527)	2,073	(42,115)	
Other financing receipts/(disbursements):						
Proceeds from sale of notes	-	12,149	-	-	12,149	
Proceeds from sale of assets	38,580	-	-	-	38,580	
Operating transfers in	10,822	40,462	46,270	3,827	101,381	
Operating transfers out	(90,560)	-	(10,821)		(101,381)	
Total other financing receipts/(disbursements)	(41,158)	52,611	35,449	3,827	50,729	
Excess of cash receipts and other financing receipts over/(under) cash disbursements						
and other financing disbursements	27,440	25,352	(50,078)	5,900	8,614	
Cash fund balances, January 1, 1999	171,693	55,748	79,475	3,452	310,368	
Cash fund balances, December 31, 1999	\$ 199,133	\$ 81,100	\$ 29,397	\$ 9,352	\$ 318,982	

### COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN CASH FUND BALANCES - PROPRIETARY FUND TYPE AND SIMILAR FIDUCIARY FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 1999

	Proprietary Fund Type	Fidu Fund		
	Enterprise	Nonexpendable Trust	Agency	Total (Memorandum Only)
Operating cash receipts:				
Charges for services	\$ 1,790,540	\$ -	\$ -	\$ 1,790,540
Other miscellaneous	29,343	950		30,293
Total operating cash receipts	1,819,883	950		1,820,833
Operating cash disbursements:				
Personal services	275,127	-	-	275,127
Employee fringe benefits	67,913	-	-	67,913
Contractual services	1,054,092	-	-	1,054,092
Supplies and materials	121,714	-	-	121,714
Capital outlay	181,329	-	-	181,329
Total operating cash disbursements	1,700,175			1,700,175
Operating income	119,708	950		120,658
Nonoperating cash receipts/(disbursements):				
Fines and forfeitures	-	-	51,244	51,244
Distribution of fines	-	-	(52,414)	(52,414)
Proceeds of notes	25,193	-	-	25,193
Debt service:				
Principal	(46,113)	-	-	(46,113)
Interest	(6,699)	-	-	(6,699)
Other nonoperating disbursements	(19,434)			(19,434)
Total nonoperating cash receipts/(disbursements)	(47,053)		(1,170)	(48,223)
Net income (loss)	72,655	950	(1,170)	72,435
Cash fund balances, January 1, 1999	1,369,389	134,219	1,245	1,504,853
Cash fund balances, December 31, 1999	\$ 1,442,044	\$ 135,169	\$ 75	\$ 1,577,288

# COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND ENCUMBRANCES COMPARED WITH EXPENDITURE AUTHORITY - BUDGET AND ACTUAL FOR THE YEAR ENDED DECEMBER 31, 1999

V ariance Favorable (Unfavorable)	\$ 100,604 39,621 (151,640)	1,266,940	684 135,590	\$ 1,391,799
Total	\$ 526,960 222,191 235,616	1,774,248	24,369 -	\$ 2,783,384
Encumbrances Outstanding at 12/31/99	\$ 36,881 12,131	1,827		\$ 50,839
Disbursements Actual 1999 Disbursements	\$ 490,079 210,060 235,616	1,772,421	24,369 -	\$ 2,732,545
Total	\$ 627,564 261,812 83,976	3,041,188	25,053 135,590	\$ 4,175,183
1999 Appropriations	\$ 624,413 247,539 83,976	2,934,260	25,028 135,590	\$ 4,050,806
Prior Year Carryover Appropriations	\$ 3,151 14,273	106,928	- 25	\$ 124,377
Variance Favorable (Unfavorable)	\$ 67,519 29,312 185,538	162,076	10,169 (2,050)	\$ 452,564
Actual 1999 Receipts	\$ 517,519 235,412 185,538	1,845,076	30,269 950	\$ 2,814,764
Receipts Total Estimated Resources	\$ 616,513 245,388 83,976	2,945,410	23,527 135,590	\$ 4,050,404
Budget	\$ 450,000 206,100	1,683,000	20,100 3,000	\$ 2,362,200
County Certified Unencumbered Cash	\$ 166,513 39,288 83,976	1,262,410	3,427 132,590	\$ 1,688,204
Fund Types	Governmental: General Special Revenue Capital Projects	Proprietary: Enterprise	Fiduciary: Expendable Nonexpendable	Total (Memorandum Only)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### NOTE 1 - DESCRIPTION OF THE ENTITY

The Village of Ripley (the "Village") is a body politic and corporate 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 operates under a council-mayor form of government and provides the following services: fire and police protection, water, electric, sewer, waste, street maintenance and repair, mayors court, as well as other general government services.

Management believes the financial statements included in this report represent all of the funds of the Village over which the Village officials have direct operating control.

### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The most significant of the Village's accounting policies are described below.

### A. BASIS OF PRESENTATION - FUND ACCOUNTING

The accounts of the Village are maintained on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts. The following fund types are used by the Village.

### General Fund

The general fund is used to account for all activities of the Village not required to be included in another fund. The general fund balance is available to the Village for any purpose provided it is expended or transferred according to the general laws of Ohio.

### Special Revenue Funds

These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.

The Village had the following significant special revenue funds:

*Street Construction, Maintenance, and Repair Fund* - This fund receives gasoline tax and motor vehicle tax money for constructing, maintaining, and repairing Village streets.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

*State Highway Fund* - This fund receives gasoline tax and motor vehicle tax money for constructing, maintaining and repairing Village State Highways.

*Voted Fire Levy* - This fund receives property tax from a levy to provide fire service to the Village.

### 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 Village had the following significant capital project fund:

*Hazard Mitigation* - This fund receives monies from the Federal Emergency Management Agency to buyout properties located in the flood plain.

### Enterprise Funds

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

*Water Fund, Sewer Fund, Electric Fund, & Waste Fund* - These individual funds each receive charges for their related services from residents to cover the cost of providing the utilities.

### Fiduciary Funds (Trust and Agency Funds)

Trust funds are used to account for resources restricted by legally binding trust agreements. If the agreement requires the Village to maintain the corpus of the trust, the fund is classified as a nonexpendable trust fund. Other trust funds are classified as expendable. Funds for which the Village is acting in an agency capacity are classified as agency funds. The Village had the following significant fiduciary funds:

*Mayor's Court* (Agency Fund) - This fund receives monies from collections on fines imposed from tickets issued by the Village's police protection force. Funds are collected, in part, on behalf of the State of Ohio. In addition, funds are used for safety programs, computerization, and general Village operations.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

*Cemetery* (Expendable Trust) - This fund receives monies from collections for grave openings and closings and sale of lots. Funds are used for maintenance and care of the Cemetery premises.

### B. <u>BASIS OF ACCOUNTING</u>

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. <u>BUDGETARY PROCESS</u>

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriations resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds are legally required to be budgeted and appropriated. The primary level of budgetary control is at the item level within each fund. Any budgetary modifications at this level may only be made by resolution of the Village's Council.

### Tax Budget:

The County Budget Commission has waived the Village's requirement to file an annual tax budget.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

### Estimated Resources:

The County Budget Commission determines if the budget substantiates a need to levy the full amount of authorized property tax rates and reviews receipt estimates. The County Budget Commission certifies its actions to the Village by September 1. As part of this certification, the Village receives the official certificate of estimated resources, which states the projected receipts of each fund. On or about January 1, the certificate is amended to include unencumbered fund balances at December 31 of the preceding year. Further amendments may be made during the year if the Village determines that receipts collected will be greater than or less than the prior estimates, and the Budget Commission finds the revised estimates to be reasonable. Prior to December 31, the Village must revise its budget so that the total contemplated expenditures from a fund during the ensuing fiscal year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation measure.

### Appropriations:

A temporary appropriation measure to control cash disbursements 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 April 1 of each year for the period January 1 to December 31. The appropriations measure may be amended or supplemented during the year as new information becomes available. Appropriations may not exceed estimated resources. The Village legally adopted several supplemental appropriations during the year.

### Encumbrances:

As part of formal budgetary control, purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve the portion of the applicable appropriation.

At the close of each fiscal year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriations. The encumbered appropriation balance is carried forward to the succeeding fiscal year and need not be reappropriated. The Village had no outstanding encumbrances at December 31, 2000.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

### D. CASH AND CASH EQUIVALENTS

For reporting purposes, the Village considers "Cash and Cash Equivalents" to be cash on hand, demand deposits, and all investments held by the Village with a maturity date less than or equal to three months from the date of purchase. Interest earned on investments held by the treasurer is credited to its respective funds. Interest income earned and received by the Village totaled \$117,096 and \$80,906 for the years ended December 31, 2000 and 1999.

### E. <u>PROPERTY, PLANT AND EQUIPMENT</u>

Fixed assets are not capitalized in any of the Village's funds. Instead, capital acquisition and construction costs are reflected as expenditures in the fund in the year expended. The costs of normal maintenance and repairs are also expended, along with improvements. Depreciation is not recorded.

### F. INTERGOVERNMENTAL REVENUES

Intergovernmental revenues, such as entitlements and grants awarded on a nonreimbursable basis are recorded when received in accordance with the Village's cash basis method of accounting.

### G. UNPAID VACATION AND SICK LEAVE

Employees are entitled to cash payments for unused vacation and sick leave in certain circumstances such as upon leaving employment. Unpaid vacation and sick leave are not reflected as liabilities under the basis of accounting used by the Village.

### H. INTERFUND TRANSACTIONS

During the course of normal operations, the Village had transactions between funds. The most significant include:

Transfers of resources from one fund to another fund. The resources transferred are to be expended for operations by the receiving fund and are recorded as operating transfers.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

### I. TOTAL COLUMNS ON FINANCIAL STATEMENTS

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

### **NOTE 3 - COMPLIANCE**

The following funds had expenditures in excess of appropriations for the years ended December 31, 2000 and 1999, in accordance with Ohio Revised Code Section 5705.41(B):

<u>2000</u>			
Fund Type/Fund	Appropriations	Expenditures	Excess
<u>SPECIAL REVENUE FUND</u> : Street Construction, Maintenance & Repair	\$121,219	\$121,705	\$ 486
CAPITAL PROJECTS FUND: Hazard Mitigation	33,895	57,608	23,713
<u>1999</u>			
Fund Type/Fund	Appropriations	Expenditures	Excess
<u>CAPITAL PROJECTS FUNDS:</u> Hazard Mitigation Boat Ramp	\$ 0 15,498	\$ 61,494 105,644	\$61,494 90,146
EXPENDABLE TRUST FUND: Cemetery Trust	23,773	24,313	540

Disclosure is presented at the fund level, rather than at the department and item level within the fund due to the practicality of determining these values.

The following funds had appropriations in excess of estimated resources for the year ended December 31, 1999, in accordance with Ohio Revised Code Section 5705.39:

Fund Type/Fund	Estimated Resources	Appropriations	Excess
GENERAL	\$616,513	\$624,413	\$7,900
<u>SPECIAL REVENUE FUND:</u> Fire Levy	92,256	94,407	2,151
EXPENDABLE TRUST FUND: Cemetery Trust	22,269	23,770	1,501

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### **NOTE 4 - CASH AND INVESTMENTS**

Moneys held by the Village are classified by State statute into two categories. Active moneys are public moneys determined to be necessary to meet current demand upon the Village treasury. Active moneys 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.

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

Moneys held by the Village which are not considered active are classified as inactive. Inactive moneys may be deposited or invested in the following securities:

- 1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury, or any other obligation 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 securities 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 the term of the agreement must not exceed thirty days;
- 4. Bonds 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) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### NOTE 4 - CASH AND INVESTMENTS - (Continued)

### 6. The State Treasurer's investment pool (STAR Ohio).

The Village may also invest any monies not required to be used for a period of six months or more in the following:

- 1. Bonds of the State of Ohio;
- 2. Bonds of any municipal corporation, village, county, township, or other political subdivision of this State, as to which there is no default of principal, interest or coupons;
- 3. Obligations to the Village.

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 must be purchased with 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 qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

### B. <u>DEPOSITS</u>

For the years ended December 31, 2000 and 1999 the carrying amount of the Village's deposits, was \$2,004,346 and \$1,895,493 and the bank balances were \$2,069,211 and \$1,954,072, (including imprest payroll and mayor's court bank account balances totaling \$18,998 and \$32,044, respectively). Of the bank balances \$300,000 and \$200,000 was covered by federal depository insurance for 2000 and 1999, respectively. \$1,769,211 and \$1,754,072 was collateral held by third party trustees pursuant to Section 135.181, Revised Code, in collateral pools securing all public funds on deposit with specific depository institutions for 2000 and 1999, respectively.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### NOTE 4 - CASH AND INVESTMENTS - (Continued)

### C. <u>INVESTMENTS</u>

Investments are categorized 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 securities held by the Village. Category 2 includes uninsured and unregistered investments for which the securities are held by the counter party'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 counter party or by its trust department, but not in the Village's name. For the years ended December 31, 2000 and 1999, the Village held investments of stock certificates. Eight shares of Procter and Gamble Common Stock were donated to the Village in 1967. The Village carries this stock on their records at the original value of \$777. Since 1967, the stock has split several times. This investment is a Category 1. At December 31, 2000 and 1999, the Village owned 128 and 128 shares with market values of \$10,040 and \$14,024, respectively.

Ohio Revised Code Chapter 135, Uniform Depository Act, authorizes pledging of pooled securities in lieu of pledging specific securities. Specifically, a designated public depository may pledge a single pool of eligible securities to secure the repayment of all public monies deposited in the financial institution, provided that at all times the total value of the securities so pledged is at least equal to 110% of the total amount of all public deposits secured by the pool, including the portion of such deposits covered by any federal deposit insurance.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999

### **NOTE 5 - DEBT OBLIGATIONS**

At December 31, 2000, debt obligations consisted of the following issuances:

Description	Balance at December 31, 2000
2000 Ripley Federal loan for the purchase of a dump truck, due in one annual payment in 2001, bearing interest of 5.7%.	\$35,836
1996 Ohio Water Development Authority (OWDA) loan for qualification study, due in annual payments on January 1 through 2005 at a rate of 0.00%.	20,000
1978 OWDA loan for utility construction projects, due in semi-annual installments of \$4,411 through 2012, bearing interest at 6.25%.	<u>    68,770</u>
Total debt obligations at December 31, 2000	<u>\$124,606</u>

Transactions for the year ended December 31, 2000, are summarized as follows:

	Balance at			Balance at
	December 31, 1999	Proceeds	Payments	December 31, 2000
Note - Waste Compactor Truck	\$ 25,940	\$	\$25,940	\$
Note - Fire Truck	12,605		12,605	
Note - Dump Truck		35,836		35,836
Note - OWDA 1996	25,000		5,000	20,000
Note - OWDA 1978	73,028		4,258	68,770
Total Notes	<u>\$136,573</u>	<u>\$35,836</u>	<u>\$47,803</u>	<u>\$124,606</u>

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

### **NOTE 5 - DEBT OBLIGATIONS - (Continued)**

The principal and interest requirements to retire the debt obligations outstanding at December 31, 2000, are as follows:

Year Ending December 31,	Dump Truck Principal Interest	OWDA - 1978 Principal Interest	<u>OWDA - 1996</u> Principal
2001	\$35,836 \$ 2,043	\$ 2,262 \$ 2,149	\$ 5,000
2001	φ55,650 φ 2,015	4,665 4,157	5,000
2003		4,957 3,866	5,000
2004		5,266 3,556	5,000
2005		5,596 3,226	
2006 - 2010		33,684 10,426	
2011 - 2012	<u> </u>	12,340 894	
TOTALS	<u>\$35,836</u> <u>\$ 2,043</u>	<u>\$68,770</u> <u>\$28,274</u>	<u>\$20,000</u>

### **NOTE 6 - PROPERTY TAX**

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by the Village Council. The State Board of Tax Equalization adjusts these rates from inflation. Property taxes are also reduced for applicable homestead and rollback deductions. Homestead and rollback amounts are then paid by the State, and are reflected in the accompanying financial statements as intergovernmental receipts. Payments are due to the County by December 31. If the property owner elects to make semiannual payment, 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 Village.

Tangible personal property tax is assessed by the property owners, who must file a list of such property to the County by April 30.

The County is responsible for assessing property and for billing, collecting, and distributing all property taxes on behalf of the Village.

### NOTE 7 - LOCAL INCOME TAX

This locally levied tax of 1.00% applies to gross salaries, wages and other personal service compensation earned by residents both in and out of the Village and to earnings of nonresidents (except certain transients) earned in the Village. It also applies to the net income of business organizations located within the Village. Tax receipts are credited to the Village and amounted to \$265,038 and \$243,957 in 2000 and 1999, respectively.

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

### **NOTE 8 - RETIREMENT SYSTEMS**

The Village's law enforcement officers belong to the Ohio Police and Fire Fund (OP&F). Other employees belong to the Public Employees Retirement System (PERS) of Ohio. OP&F and PERS are cost-sharing, multiple-employer plans. These plans provide retirement benefits, including post-retirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code.

Contribution rates are also prescribed by the Ohio Revised Code. For 2000 and 1999, members of OP&F contributed 10% of their wages to the OP&F. The Village contributes an amount equal to 19.5% of their wages. PERS members contribute 8.5% of their gross salaries. The Village contributes an amount equal to 13.55% of participants' gross salaries. During 2000, PERS instituted a temporary employer contribution rollback which required the Village to contribute 10.84% of covered payroll. The Village's unpaid portion at December 31, 2000 for PERS was \$8,832 and for OP&F was \$11,450.

### **NOTE 9 - RISK MANAGEMENT**

The Village has obtained commercial insurance for the following risks:

Comprehensive property and general liability
Vehicles
- Marine

The Village also provides health insurance coverage to full-time employees through a private carrier.

### **NOTE 10 - CONTINGENT LIABILITY**

### **LITIGATION**

The Village is currently not involved in litigation that the Village's legal counsel anticipates a loss.

### **NOTE 11 - SUBSEQUENT EVENT**

It was noted during the audit that a Village Utility Clerk was involved in a lapping scheme with the collection of utility payments. The Village prosecuted this individual and full restitution has been made in the amount of \$761.

### TRIMBLE, JULIAN & GRUBE, INC.

"SERVING OHIO LOCAL GOVERNMENTS"

1445 Worthington Woods Boul evard Suite B Worthington, Ohio 43085 Tel ephone 614.846.1899 Facsimil e 614.846.2799

### **REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING REQUIRED BY** *GOVERNMENT AUDITING STANDARDS*

Members of Council and Mayor Village of Ripley 123 Water Works Rd. Ripley, Ohio 45167

We have audited the financial statements of the Village of Ripley as of and for the years ended December 31, 2000 and 1999, and have issued our report thereon dated May 4, 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 Village of Ripley'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 instances of noncompliance that are required to be reported under *Government Auditing Standards*, which are described in the accompanying schedule of findings as items 2000-VOR-001, 1999-VOR-001, and 1999-VOR-002. We also noted certain immaterial instances of noncompliance that we have reported to management of the Village of Ripley in a separate letter dated May 4, 2001.

Members of Council and Mayor Village of Ripley

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Village of Ripley'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. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgement, could adversely affect the Village's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of findings as items 2000-VOR-001, 1999-VOR-001, and 1999-VOR-002.

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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe the reportable conditions described above are not material weaknesses. We also noted other matters involving the internal control over financial reporting that do not require inclusion in this report that we have reported to the management of the Village of Ripley in a separate letter dated May 4, 2001.

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

Trimble, Julian & Grube, Inc. May 4, 2001

### SCHEDULE OF FINDINGS DECEMBER 31, 2000 AND 1999

### 1. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

Finding Number	1999-VOR-001
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Ohio Revised Code Section 5705.39 requires that no subdivision is to appropriate more monies than estimated resources.

It was noted during the audit that the Village had appropriations exceeding resources in the following funds:

Fund Type/Fund	Estimated <u>Resources</u>	Appropriations	Excess
GENERAL	\$616,513	\$624,413	\$7,900
<u>SPECIAL REVENUE FUND</u> : Fire Levy	92,256	94,407	2,151
EXPENDABLE TRUST FUND: Cemetery Trust	22,269	23,770	1,501

With appropriations exceeding estimated resources, the Village is spending monies that are not lawfully appropriated for those purposes and thus could result in a fund deficit.

We recommend that the Village comply with the Ohio Revised Code and Auditor of State Bulletin 97-010 by keeping more accurate appropriations versus estimated resources records and amending the budget prior to year end. If it is determined that estimated revenues will be greater than initially anticipated, the Village should amend its official estimate in order to provide for any additional appropriations; however, appropriations should not exceed estimated resources.

### SCHEDULE OF FINDINGS DECEMBER 31, 2000 AND 1999

### 1. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS - (Continued)

Finding Number	1999-VOR-001
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Ohio Revised Code Section 5705.41(B) requires that no subdivision is to expend monies unless it has been appropriated.

It was noted during the audit that the Village had expenditures exceeding appropriations in the following funds:

Fund Type/Fund	Appropriations	Expenditures	Excess
<u>CAPITAL PROJECTS FUNDS:</u> Hazard Mitigation Boat Ramp	\$ 0 15,498	\$ 61,494 105,644	\$ 61,494 90,146
EXPENDABLE TRUST FUND: Cemetery Trust	23,773	24,313	540

Disclosure is presented at the fund level, rather than at the department and item level within the fund due to the practicality of determining these values.

With expenditures exceeding appropriations, the Village is unlawfully expending monies that have not been appropriated.

We recommend that the Village comply with the Ohio Revised Code and the Auditor of State Bulletin 97-010 by monitoring their expenditures so they do not exceed lawful appropriations and amending the budget prior to year end. This may be achieved by monitoring the budget more closely on a continual basis.

### SCHEDULE OF FINDINGS DECEMBER 31, 2000 AND 1999

### 1. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS - (Continued)

Finding Number	2000-VOR-001
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Ohio Revised Code Section 5705.41(B) requires that no subdivision is to expend monies unless it has been appropriated.

It was noted during the audit that the Village had expenditures exceeding appropriations in the following funds:

Fund Type/Fund	<u>Appropriations</u>	Expenditures	Excess
<u>SPECIAL REVENUE FUND</u> : Street Construction, Maintenance & Repair	\$121,219	\$121,705	\$486
CAPITAL PROJECTS FUND: Hazard Mitigation	33,895	57,608	23,713

Disclosure is at the fund level, rather than at the department and item level within the fund due to the practicality of determining these values.

With expenditures exceeding appropriations, the Village is unlawfully expending monies that have not been appropriated.

We recommend that the Village comply with the Ohio Revised Code and the Auditor of State Bulletin 97-010 by monitoring their expenditures so they do not exceed lawful appropriations and amending the budget prior to year end. This may be achieved by monitoring the budget more closely on a continual basis.



STATE OF OHIO OFFICE OF THE AUDITOR

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### VILLAGE OF RIPLEY

### **BROWN 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 Babbett

CLERK OF THE BUREAU

CERTIFIED JULY 17, 2001