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#### REPORT OF INDEPENDENT ACCOUNTANTS

Village of Bloomdale Wood County 102 Maple Street P.O. Box 186 Bloomdale, Ohio 44817-0186

To the Village Council:

We have audited the accompanying financial statements of the Village of Bloomdale (the Village) as of and for the years ended December 31, 2001 and 2000. 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 audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

As discussed in Note 1, the Village prepares its financial statements on the basis of accounting prescribed or permitted by the Auditor of State, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances and reserves for encumbrances of the Village as of December 31, 2001 and 2000, and its combined cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 22, 2002 on our consideration of the Village'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.

Village of Bloomdale Wood County Report of Independent Accountants Page 2

This report is intended solely for the information and use of management, Village Council, 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

May 22, 2002

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

	Governmental Fund Types				
	General	Special Revenue	Capital Projects	Totals (Memorandum Only)	
Cash Receipts:					
Property Tax and Other Local Taxes State Shared Taxes and Permits Intergovernmental Receipts Charges for Services	\$95,506 31,839 13,832 18,037	\$27,278		\$95,506 59,117 13,832 18,037	
Fines, Licenses, and Permits	1,340			1,340	
Earnings on Investments Miscellaneous	10,333 11,070	1,207		11,540 11,070	
Total Cash Receipts	181,957	28,485		210,442	
Cash Disbursements: Current:					
Security of Persons and Property	40,539			40,539	
Public Health Services	344			344	
Leisure Time Activities	11,609	44.000		11,609	
Transportation General Government	65,484	14,883		14,883 65,484	
Capital Outlay	05,404		\$88,802	88,802	
Capital Cullay		·	ψ00,002	00,002	
Total Cash Disbursements	117,976	14,883	88,802	221,661	
Total Receipts Over/(Under) Disbursements	63,981	13,602	(88,802)	(11,219)	
Other Financing Receipts/(Disbursements):					
Transfers-In Other Sources	536		33,385	33,385 536	
Transfers-Out	(33,385)			(33,385)	
Hansiers-Out	(33,363)			(33,363)	
Total Other Financing Receipts/(Disbursements)	(32,849)		33,385	536	
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements					
and Other Financing Disbursements	31,132	13,602	(55,417)	(10,683)	
Fund Cash Balances, January 1	58,725	55,275	56,429	170,429	
Fund Cash Balances, December 31	\$89,857	\$68,877	\$1,012	\$159,746	
Reserves for Encumbrances, December 31	\$1,852			\$1,852	

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

	Proprietary Fund Type	Fiduciary Fund Type	
	Enterprise	Agency	Totals (Memorandum Only)
Operating Cash Receipts: Charges for Services Miscellaneous	\$507,005 195	\$27,297 327	\$534,302 522
Total Operating Cash Receipts	507,200	27,624	534,824
Operating Cash Disbursements: Personal Services Contractual Services Supplies and Materials Capital Outlay	130,305 210,209 49,114 58,334	24,541	130,305 234,750 49,114 58,334
Total Operating Cash Disbursements	447,962	24,541	472,503
Operating Income	59,238	3,083	62,321
Non-Operating Cash Receipts: Intergovernmental Receipts Other Non-Operating Receipts  Total Non-Operating Cash Receipts	1,929 2,907 4,836		1,929 2,907 4,836
Non-Operating Cash Disbursements: Debt Service Other Non-Operating Cash Disbursements	99,744 13,200	84	99,744 13,284
Total Non-Operating Cash Disbursements	112,944	84	113,028
Net Receipts Over/(Under) Disbursements	(48,870)	2,999	(45,871)
Fund Cash Balances, January 1	262,492	12,733	275,225
Fund Cash Balances, December 31	\$213,622	\$15,732	\$229,354
Reserve for Encumbrances, December 31	\$4,536	\$456	\$4,992

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

	Governmental Fund Types				
	General	Special Revenue	Capital Projects	Totals (Memorandum Only)	
Cash Receipts:					
Property Tax and Other Local Taxes	\$102,953			\$102,953	
State Shared Taxes and Permits	27,790	\$26,812		54,602	
Intergovernmental Receipts	6,164			6,164	
Charges for Services	7,475			7,475	
Fines, Licenses, and Permits	3,585			3,585	
Earnings on Investments	11,425	618		12,043	
Miscellaneous	2,131			2,131	
Total Cash Receipts	161,523	27,430		188,953	
Cash Disbursements:					
Current:	40.005			40.005	
Security of Persons and Property	40,885 282			40,885	
Public Health Services Leisure Time Activities	262 9,044			282 9,044	
Transportation	9,044	17,426		9,044 17,426	
General Government	105,816	17,420		105,816	
Capital Outlay	103,010		\$5,800	5,800	
Capital Outlay			ψ5,000	3,000	
Total Cash Disbursements	156,027	17,426	5,800	179,253	
Total Receipts Over/(Under) Disbursements	5,496	10,004	(5,800)	9,700	
Other Financing Receipts/(Disbursements):					
Transfers-In			37,316	37,316	
Transfers-Out	(37,316)			(37,316)	
Total Other Financing Receipts/(Disbursements)	(37,316)		37,316		
Figure of Cook Descripts and Other Financing					
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements					
and Other Financing Disbursements	(31,820)	10,004	31,516	9,700	
and other rindromy biobarcomente	(01,020)	. 0,00	01,010	3,733	
Fund Cash Balances January 1	90,545	45,271	24,913	160,729	
Fund Cash Balances, December 31	\$58,725	\$55,275	\$56,429	\$170,429	
Reserves for Encumbrances, December 31	\$79			\$79	

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

	Proprietary Fund Type	Fiduciary Fund Type	
	Enterprise	Agency	Totals (Memorandum Only)
Operating Cash Receipts:			
Charges for Services Miscellaneous	\$494,981 5,717	\$27,672 10	\$522,653 5,727
Miccolanocac			0,121
Total Operating Cash Receipts	500,698	27,682	528,380
Operating Cash Disbursements:			
Personal Services	91,646		91,646
Contractual Services	192,905	24,848	217,753
Supplies and Materials	64,200		64,200
Capital Outlay	53,882		53,882
Total Operating Cash Disbursements	402,633	24,848	427,481
Operating Income	98,065	2,834	100,899
Non-Operating Cash Receipts:	00.050		00.050
Intergovernmental Receipts	63,350		63,350
Non-Operating Cash Disbursements:			
Debt Service	99,744		99,744
Other Non-Operating Cash Disbursements	63,940	63_	64,003
Total Non-Operating Cash Disbursements	163,684	63	163,747
Net Receipts Over/(Under) Disbursements	(2,269)	2,771	502
Fund Cash Balances, January 1	264,761	9,962	274,723
Fund Cash Balances, December 31	\$262,492	\$12,733	\$275,225
Reserve for Encumbrances, December 31	\$14,895		\$14,895

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Description of the Entity

The Village of Bloomdale, Wood County, (the Village) 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 Village is directed by a publicly-elected six-member Council. The Village provides water, sewer, and electric utilities, park operations, and police services. The Village appropriates general fund money to support a volunteer fire department.

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

#### **B.** Basis of Accounting

These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

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

#### C. Cash

Certificates of deposit are valued at cost.

#### D. Fund Accounting

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

#### 1. General Fund

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

### 2. Special Revenue Funds

These funds are used to account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The Village had the following significant special revenue fund:

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 DECEMBER 31, 2001 AND 2000 (Continued)

#### 3. Capital Project Funds

These funds are used to account for receipts that are restricted for the acquisition or construction of major capital projects (except those financed through enterprise or trust funds). The Village had the following significant capital project fund:

Capital Improvement Fund - This fund receives one half of the proceeds of a 1% municipal income tax. The proceeds are used for capital improvements.

#### 4. 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 - This fund receives charges for services from residents to cover the cost of providing this utility.

Sewer Fund - This fund receives charges for services from residents to cover the cost of providing this utility.

*Electric Fund* - This fund receives charges for services from residents to cover the cost of providing this utility.

#### 5. Fiduciary Funds (Agency Funds)

Funds for which the Village is acting in an agency capacity are classified as agency funds. The Village had the following significant fiduciary fund:

Refuse Fund - This fund accounts for contracted collections and remittances to a refuse collector.

#### E. Budgetary Process

The Ohio Revised Code requires that each fund be budgeted annually.

#### 1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function or object level of control, and appropriations may not exceed estimated resources. The Council must annually approve appropriation measures and subsequent amendments. The County Budget Commission must also approve the annual appropriation measure. Unencumbered appropriations lapse at year end.

#### 2. Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered cash as of January 1. The County Budget Commission must also approve estimated resources.

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000 (Continued)

#### 3. Encumbrances

The Ohio Revised Code requires the Village to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year end are carried over, and need not be reappropriated.

A summary of 2001 and 2000 budgetary activity appears in Note 3.

### F. 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.

#### G. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the Village's basis of accounting.

#### 2. EQUITY IN POOLED CASH

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

	2001	2000
Demand deposits	\$192,288	\$248,842
Certificates of deposit	196,812	196,812
Total deposits	\$389,100	\$445,654

Deposits are either insured by the Federal Depository Insurance Corporation or collateralized by the financial institution's public entity deposit pool.

#### 3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2001 and 2000 follows:

2001 Budgeted vs. Actual Receipts					
Fund Type	Budgeted Receipts	Actual Receipts	Variance		
General	\$152,372	\$182,493	\$30,121		
Special Revenue	26,300	28,485	2,185		
Capital Projects	38,500	33,385	(5,115)		
Enterprise	559,900	512,036	(47,864)		
Fiduciary	29,500	27,624	(1,876)		
Total	\$806,572	\$784,023	(\$22,549)		

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000 (Continued)

2001 Budgeted vs. Actual Budgetary Basis Expenditures

	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$211,017	\$153,213	\$57,804
Special Revenue	81,575	14,883	66,692
Capital Projects	44,929	88,802	(43,873)
Enterprise	807,497	565,442	242,055
Fiduciary	42,233	25,081	17,152
Total	\$1,187,251	\$847,421	\$339,830

2000 Budgeted vs. Actual Receipts

Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$160,910	\$161,523	\$613
Special Revenue	28,000	27,430	(570)
Capital Projects	46,000	37,316	(8,684)
Enterprise	618,950	564,048	(54,902)
Fiduciary	32,000	27,682	(4,318)
Total	\$885,860	\$817,999	(\$67,861)

2000 Budgeted vs. Actual Budgetary Basis Expenditures

	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$251,138	\$193,422	\$57,716
Special Revenue	73,092	17,426	55,666
Capital Projects	70,912	5,800	65,112
Enterprise	867,399	581,212	286,187
Fiduciary	41,536	24,911	16,625
Total	\$1,304,077	\$822,771	\$481,306

Contrary to Ohio law, budgetary expenditures exceeded appropriation authority in the Capital Improvements Fund by \$43,873 for the year ended December 31, 2001.

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000 (Continued)

#### 4. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by Village Council. The State Board of Tax Equalization adjusts these rates for 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 payments, 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 each April 30.

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

#### 5. LOCAL INCOME TAX

The Village levies a municipal income tax of one percent on substantially all earned income arising from employment, residency, or business activities within the Village as well as certain income of residents earned outside of the Village.

Employers within the Village withhold income tax on employee compensation and remit the tax to the Village quarterly, as required. Corporations and other individual taxpayers pay estimated taxes quarterly and file a declaration annually.

The Village collected municipal income tax revenues of \$72,961 in 2001 and \$81,032 in 2000.

#### 6. DEBT

Debt outstanding at December 31, 2001 was as follows:

	_	Principal	Interest Rate
Ohio Water Development Authority Loan Ohio Public Works Commission Loan		\$556,058 164,840	7.84% 3.00%
	Total_	\$720,898	

The Ohio Water Development Authority (OWDA) Loan was for sewer plant construction.

The Ohio Public Works Commission (OPWC) Loan was for waterlines and water tower replacement.

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000 (Continued)

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

Year ending December 31:	OWDA Loan	OPWC Loan
2002	\$85,238	\$14,506
2003	85,238	14,506
2004	85,238	14,506
2005	85,238	14,506
2006	85,238	14,506
2007 – 2011	383,569	72,531
2012 – 2015		58,025
Total	\$809,759	\$203,086

#### 7. RETIREMENT SYSTEM

The Village's officials and full-time employees belong to the Public Employees Retirement System (PERS) of Ohio. PERS is a cost-sharing, multiple-employer plan. This plan provides retirement benefits, including postretirement 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 2001 and 2000, PERS members contributed 8.5% of their gross salaries. The Village contributed an amount equal to 13.55% of PERS participants' gross salaries for 2001 and from January 1, 2000 through June 30, 2000. PERS temporarily reduced the employer contribution rate to 8.13% effective July 1, 2000 through December 31, 2000. The Village has paid all contributions required through December 31, 2001.

### 8. RISK MANAGEMENT

#### **Risk Pool Membership**

The Village is a member of the Public Entities Pool of Ohio (the Pool). The Pool assumes the risk of loss up to the limits of the Village's policy. The Pool covers the following risks:

- · General liability and casualty;
- Public official's liability; and
- Vehicle.

The Pool reported the following summary of assets and actuarially-measured liabilities available to pay those liabilities (the latest figures available) as of December 31:

	2000	1999	
Cash and investments	\$17,112,129	\$15,295,389	
Actuarial liabilities	\$7,715,035	\$6,636,543	



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# REPORT OF INDEPENDENT ACCOUNTANTS ON COMPLIANCE AND ON INTERNAL CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS

Village of Bloomdale Wood County 102 Maple Street P.O. Box 186 Bloomdale, Ohio 44817-0186

To the Village Council:

We have audited the accompanying financial statements of the Village of Bloomdale (the Village) as of and for the years ended December 31, 2001 and 2000, and have issued our report thereon dated May 22, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

#### Compliance

As part of obtaining reasonable assurance about whether the 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 an instance of noncompliance that is required to be reported under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 2001-30187-001.

#### **Internal Control 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. However, we noted matters involving the internal control over financial reporting that require inclusion in this report, that we have reported to management of the Village in a separate letter dated May 22, 2002.

Village of Bloomdale Wood County Report of Independent Accountants on Compliance and on Internal Control Required by *Government Auditing Standards* Page 2

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

Jim Petro Auditor of State

May 22, 2002

### SCHEDULE OF FINDINGS DECEMBER 31, 2001 AND 2000

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

#### **FINDING NUMBER 2001-30187-001**

### **Noncompliance Citation**

Ohio Revised Code § 5705.41 (B) states that no subdivision shall make any expenditure of money unless it has been lawfully appropriated.

The following fund type had expenditures in excess of appropriations for the fiscal year ended December 31, 2001:

Fund	Appropriations	Expenditures	Excess
Capital Improvements	\$44,929	\$88,802	\$43,873

Failure to monitor budget versus actual expenditures could ultimately result in deficit fund balances, although resources were sufficient in this instance to cover the excess.

We recommend the Clerk-Treasurer and Council monitor the budget more closely and pass appropriation adjustments when needed.

### SCHEDULE OF PRIOR AUDIT FINDINGS DECEMBER 31, 2001 AND 2000

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b>Explain</b> :
1999-30187-001	Finding for recovery for overpayment of Village employee	Yes	Repaid during prior audit



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# **VILLAGE OF BLOOMDALE**

### **WOOD COUNTY**

## **CLERK'S CERTIFICATION**

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

**CLERK OF THE BUREAU** 

Susan Babbitt

CERTIFIED JUNE 25, 2002