REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 2002-2001



Auditor of State Betty Montgomery

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Auditor of State Betty Montgomery

INDEPENDENT ACCOUNTANTS' REPORT

Village of Perrysville Ashland County 131 North Bridge Street Perrysville, Ohio 44864

To the Village Council:

We have audited the accompanying financial statements of the Village of Perrysville, Ashland County, Ohio, (the Village) as of and for the years ended December 31, 2002 and 2001. 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 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 audit provides 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 of the Village as of December 31, 2002 and 2001, 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 2, 2003 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.

111 Second St., NW / Fourth Floor / Canton, OH 44702 Telephone: (330) 438-0617 (800) 443-9272 Fax: (330) 471-0001 www.auditor.state.oh.us Village of Perrysville Ashland County Independent Accountants' Report 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.

Betty Montgomery

Betty Montgomery Auditor of State

May 2, 2003

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES - ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2002

	Governmental Fund Types			Totals
	General	Special Revenue	Debt Service	(Memorandum Only)
Cash Receipts:				
Property Tax and Other Local Taxes	\$156,656	* 40.055		\$156,656
Intergovernmental Receipts Charges for Services	79,290	\$42,355		121,645
Fines, Licenses, and Permits	4,137	73,126		73,126 4,137
Earnings on Investments	293	85		378
Miscellaneous	5,348	4,183		9,531
Total Cash Receipts	245,724	119,749		365,473
Cash Disbursements:				
Current:				
Security of Persons and Property	53,480	40,995		94,475
Public Health Services Leisure Time Activities	522 568	1,091		522 1,659
Transportation	1.135	41.604		42.739
General Government	119,830	41,004		119,830
Debt Service:	,			,
Principal Payments	33,122	16,127	\$320,000	369,249
Interest Payments	4,787	1,062		5,849
Total Cash Disbursements	213,444	100,879	320,000	634,323
Total Cash Receipts Over/(Under) Cash Disbursements	32,280	18,870	(320,000)	(268,850)
Other Financing Receipts:				
Sale of Bonds or Notes			320,000	320,000
Excess of Cash Receipts and Other Financing				
Receipts Over Cash Disbursements	32,280	18,870		51,150
Fund Cash Balances, January 1	22,387	23,706		46,093
Fund Cash Balances, December 31	\$54,667	\$42,576	\$0	\$97,243

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	Debt Service	Totals (Memorandum Only)
Cash Receipts:				
Property Tax and Other Local Taxes	\$183,268			\$183,268
Intergovernmental Receipts Charges for Services	61,752	\$28,182 72,200		89,934 72,200
Fines, Licenses, and Permits	4,721	72,200		4,721
Earnings on Investments	726	600		1,326
Miscellaneous	8,238	2,722		10,960
Total Cash Receipts	258,705	103,704		362,409
Cash Disbursements:				
Current: Security of Persons and Property	65,957	60,757		126,714
Public Health Services	530	00,101		530
Leisure Time Activities	559	707		1,266
Community Environment	249			249
Transportation	1,119	23,453		24,572
General Government Debt Service:	127,273			127,273
Principal Payments	33,194	15.129	\$390,000	438.323
Interest Payments	13,970	2,060	<i>• ,</i>	16,030
Total Cash Disbursements	242,851	102,106	390,000	734,957
Total Cash Receipts Over/(Under) Cash Disbursements	15,854	1,598	(390,000)	(372,548)
Other Financing Receipts:				
Sale of Bonds or Notes			390,000	390,000
Sale of Fixed Assets		2,125		2,125
Total Other Financing Receipts		2,125	390,000	392,125
Excess of Cash Receipts and Other Financing				
Receipts Over Cash Disbursements	15,854	3,723		19,577
Fund Cash Balances, January 1	6,533	19,983		26,516
Fund Cash Balances, December 31	\$22,387	\$23,706	\$0	\$46,093

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, 2002

	Proprietary Fund Type	Fiduciary Fund Type	
	Enterprise	Agency	Totals (Memorandum Only)
Operating Cash Receipts: Charges for Services Miscellaneous	\$187,645 9,066		\$187,645 9,066
Total Operating Cash Receipts	196,711		196,711
Operating Cash Disbursements: Personal Services Contractual Services Supplies and Materials Capital Outlay Total Operating Cash Disbursements	72,432 27,788 48,451 21,312 169,983		72,432 27,788 48,451 21,312 169,983
Operating Income	26,728		26,728
Non-Operating Cash Receipts: Other Non-Operating Receipts		\$800	800
Non-Operating Cash Disbursements: Debt Service Other Non-Operating Cash Disbursements	56,000 11,100	800	56,000 11,900
Total Non-Operating Cash Disbursements	67,100	800	67,900
Net Receipts (Under) Disbursements	(40,372)		(40,372)
Fund Cash Balances, January 1	65,219		65,219
Fund Cash Balances, December 31	\$24,847	\$0	\$24,847

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:	¢104.042		¢404 040
Charges for Services Miscellaneous	\$194,243 2,015		\$194,243 2,015
Total Operating Cash Receipts	196,258		196,258
Operating Cash Disbursements:			
Personal Services	74,407		74,407
Contractual Services Supplies and Materials	26,743 35,488		26,743 35,488
Capital Outlay	26,315		26,315
Total Operating Cash Disbursements	162,953		162,953
Operating Income	33,305		33,305
Non-Operating Cash Receipts: Other Non-Operating Receipts		\$1,580	1,580
Non-Operating Cash Disbursements: Debt Service Other Non-Operating Cash Disbursements	57,026	1,580	57,026 1,580
Total Non-Operating Cash Disbursements	57,026	1,580	58,606
Net Receipts (Under) Disbursements	(23,721)		(23,721)
Fund Cash Balances, January 1	88,940		88,940
Fund Cash Balances, December 31	\$65.219	\$0	\$65,219

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2002 AND 2001

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Village of Perrysville, Ashland County, Ohio, (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 and sewer utilities, park operations, and police and fire services and a mayor's court.

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 and Investments

The Village had no investments during the audit period.

D. Fund Accounting

The Village uses fund accounting to segregate cash that is 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 Fund

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 has 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.

Fireman Safety Fund - This fund receives contract revenues from Green and Hanover Townships which are used to operate the fire department and emergency medical services.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2002 AND 2001 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fund Accounting (Continued)

3. Debt Service Fund

This fund is used to accumulate resources for the payment of note indebtedness. The Village has the following debt service fund:

Note Retirement Fund - This fund accumulates resources for the retirement of the Village's revenue and bond anticipation notes

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 has 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.

5. Fiduciary Fund (Agency Fund)

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 has the following Agency Fund:

Mayor's Court Fund - This fund receives money from the collection of fines and forfeitures.

E. Budgetary Process

The Ohio Revised Code requires that each fund (except certain agency funds) be budgeted annually.

1. Appropriations

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2002 AND 2001 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Budgetary Process (Continued)

2. Estimated Resources

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

3. Encumbrances

The Ohio Revised Code requires the Village to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year end are canceled and reappropriated in the subsequent year.

A summary of 2002 and 2001 budgetary activity appears in Note 3.

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.

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 AND INVESTMENTS

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:

	2002	2001
Demand deposits	\$122,090	\$111,312

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2002 AND 2001 (Continued)

3. BUDGETARY ACTIVITY

Budgetary activity for the years ended December 31, 2002 and 2001 follows:

2002 Budgeted vs. Actual Receipts			
	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$246,878	\$245,724	(\$1,154)
Special Revenue	119,386	119,749	363
Debt Service	328,000	320,000	(8,000)
Enterprise	203,000	196,711	(6,289)
Total	\$897,264	\$882,184	(\$15,080)

2002 Budgeted vs. Actual Budgetary Basis Expenditures			
	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$269,265	\$213,444	\$55,821
Special Revenue	143,092	100,879	42,213
Debt Service	328,000	320,000	8,000
Enterprise	268,220	237,083	31,137
Total	\$1,008,577	\$871,406	\$137,171

2001 Budgeted vs. Actual Receipts			
	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$258,189	\$258,705	\$516
Special Revenue	107,700	105,829	(1,871)
Debt Service	395,000	390,000	(5,000)
Enterprise	287,000	196,258	(90,742)
Total	\$1,047,889	\$950,792	(\$97,097)

2001 Budgeted vs. Actual Budgetary Basis Expenditures				
	Appropriation	Budgetary		
Fund Type	Authority	Expenditures	Variance	
General	\$264,723	\$242,851	\$21,872	
Special Revenue	127,683	102,106	25,577	
Debt Service	395,000	390,000	5,000	
Enterprise	375,939	219,979	155,960	
Total	\$1,163,345	\$954,936	\$208,409	

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2002 AND 2001 (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 1 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 either monthly or quarterly, as required. Corporations and other individual taxpayers pay estimated taxes quarterly and file a declaration annually.

6. DEBT

Debt outstanding at December 31, 2002 was as follows:

	Principal	Interest Rate
Ohio Public Works Commission Loan	\$101,250	0.00%
Revenue Anticipation Note (Water System)	\$209,000	2.53%
Revenue Anticipation Note (Sewer System)	35,000	2.53%
Bond Anticipation Note (Street Improvement)	75,800	2.53%
Municipal Lease (Backhoe)	12,151	6.25%
Total	\$433,201	

The Village obtained an Ohio Public Works Commission (OPWC) project loan during 1996 in the amount of \$150,000 for the purpose of improving the Village water system based on mandates from the Ohio Environmental Protection Agency. The loan will be repaid in semiannual installments, with no interest, over fifteen years. Final maturity on the loan will be in 2016.

The Village obtained Revenue and Bond anticipation notes from Huntington National Bank for the purpose of improving the Village's water system, sewer system, and streets as needed for a major employer of the Village. The street improvement and sewer system notes were originally issued in 1995 in the amounts of \$200,000 and \$115,000, respectively, and the water system note was originally issued in 1996 in the amount of \$635,000. These anticipation notes are being renewed on an annual basis with a portion of the principal being redeemed each year.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2002 AND 2001 (Continued)

6. DEBT (Continued)

On May 16, 2000, the Village entered into a Municipal Lease agreement with Case Credit with the option to purchase a backhoe. The total amount of the lease including interest is \$38,637. Annual installments of \$12,879, including interest will be repaid over three years. The lease is paid from the General Fund.

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

	OPWC Loan	Bond Anticipation Note	Water System Revenue Anticipation Notes	Sewer System Revenue Anticipation Note	Municipal Leases
Year ending December 31:					
2003	\$7,500	\$77,718	\$214,288	\$35,885	\$12,879
2004	7,500				
2005	7,500				
2006	7,500				
2007	7,500				
Subsequent	63,750				
Total	\$101,250	\$77,718	\$214,288	\$35,885	\$12,879

7. RETIREMENT SYSTEMS

The Village's full-time law enforcement officer belongs to the Ohio Police and Fire Pension Funds (OP&F). Other full-time employees belong to the Ohio Public Employees Retirement System (OPERS). OP&F and OPERS are cost-sharing, multiple-employer plans. These plans provide 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 2002 and 2001, OP&F participants contributed 10% of their wages. The Village contributed an amount equal to 19.5% of police participant wages. OPERS members contributed 8.5% of their wages. The Village contributed an amount equal to 13.55% of participants' gross salaries for 2002 and 2001. The Village has paid all contributions required through December 31, 2002.

8. RISK MANAGEMENT

The Village has obtained commercial insurance for the following risks:

- Comprehensive property and general liability;
- Vehicles;
- Law enforcement liability; and
- Public officials' liability

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



Auditor of State Betty Montgomery

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

Village of Perrysville Ashland County 131 North Bridge Street Perrysville, Ohio 44864

To the Village Council:

We have audited the accompanying financial statements of the Village of Perrysville, Ashland County, Ohio, (the Village) as of and for the years ended December 31, 2002 and 2001, and have issued our report thereon dated May 2, 2003. 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 no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

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 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 that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the Village in a separate letter dated May 2, 2003.

111 Second St., NW / Fourth Floor / Canton, OH 44702 Telephone: (330) 438-0617 (800) 443-9272 Fax: (330) 471-0001 www.auditor.state.oh.us Village of Perrysville Ashland County Independent Accountants' Report 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.

Betty Montgomery

Betty Montgomery Auditor of State

May 2, 2003

SCHEDULE OF PRIOR AUDIT FINDINGS DECEMBER 31, 2002

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i> :
2000-30503-001	Ohio Rev. Code Section 5705.41(D) – Certification of Expenditures	Yes	,
2000-03503-002	Electronic imaging of checks – The Village did not receive imaging of the back of its checks from the bank as required by Auditor of State Bulletin 96-006.	Yes	



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VILLAGE OF PERRYSVILLE

ASHLAND 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 JUNE 26, 2003