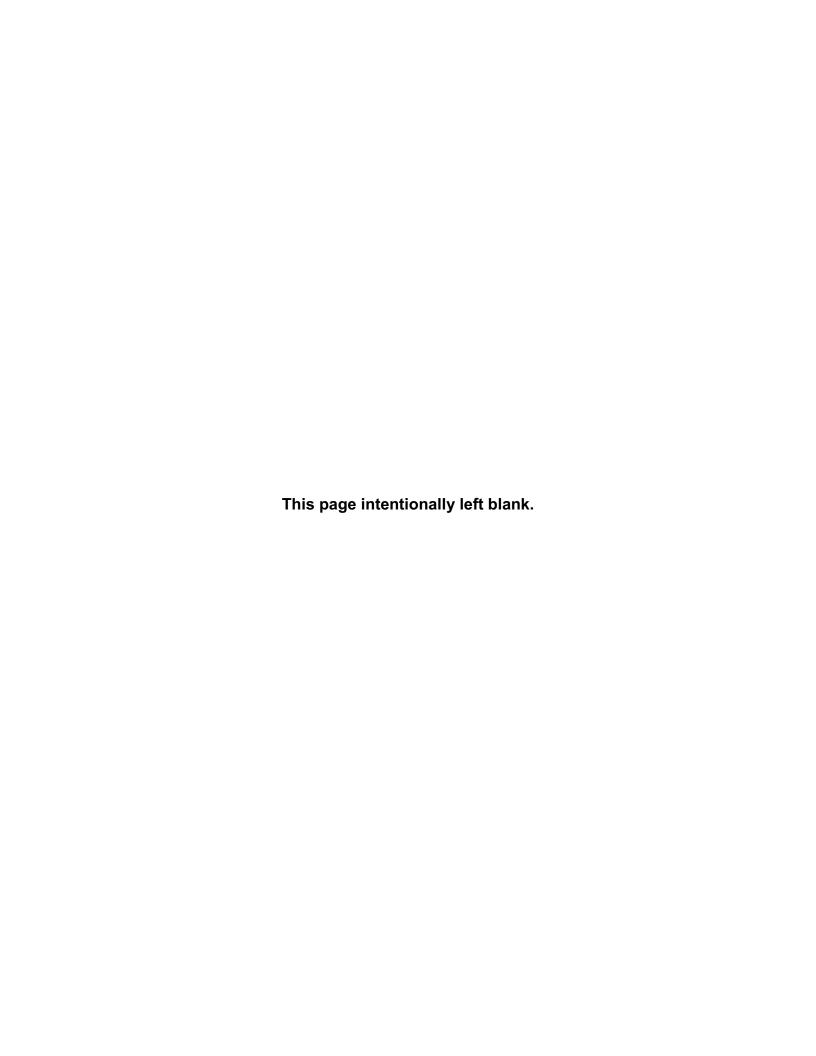




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Medina County General Health District Medina County 4800 Ledgewood Drive Medina, Ohio 44256

To Members of the Board:

As you are aware, the Auditor of State's Office (AOS) must modify the *Independent Accountants' Report* we provide on your financial statements due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA). While AOS does not legally require your District to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. Our Report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the amounts the statements present are misstated under the non-GAAP basis you follow. The AOS report also includes an opinion on the financial statements you prepared using the cash basis and financial statement format the AOS permits.

**Betty Montgomery** Auditor of State

Betty Montgomery

July 28, 2005

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#### INDEPENDENT ACCOUNTANTS' REPORT

Medina County General Health District Medina County 4800 Ledgewood Drive Medina, Ohio 44256

#### To Members of the Board:

We have audited the accompanying financial statements of the Medina County General Health District, Medina County, Ohio, (the District) as of and for the year ended December 31, 2004. These financial statements are the responsibility of the District'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 the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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 our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the District has prepared these financial statements using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Revisions to GAAP would require the District to reformat its financial statement presentation and make other changes effective for the year ended December 31, 2004. Instead of the combined funds the accompanying financial statements present for 2004, the revisions require presenting entity wide statements and also to present its larger (i.e. major) funds separately for 2004. While the District does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to the new GAAP presentation requirements. The Auditor of State permits, but does not require governments to reformat their statements. The District has elected not to reformat its statements. Since this District does not use GAAP to measure financial statement amounts, the following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State permits. Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

Medina County General Health District Medina County Independent Accountants' Report Page 2

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the year ended December 31, 2004 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the District as of December 31, 2004, or its changes in financial position for the year then ended.

Also, 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 Medina County General Health District, Medina County, as of December 31, 2004, and its combined cash receipts and disbursements for the year then ended on the accounting basis Note 1 describes.

The aforementioned revision to generally accepted accounting principles also requires the District to include Management's Discussion and Analysis for the year ended December 31, 2004. The District has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated July 28, 2005, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

We conducted our audit to opine on the financial statements that collectively comprise the District's basic financial statements. The U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* requires presenting federal awards expenditure schedule. The schedule is not a required part of the basic financial statements. We subjected the federal awards expenditure schedule to the auditing procedures applied in the audit of the basic financial statements. In our opinion, this information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

**Betty Montgomery** Auditor of State

Betty Montgomery

July 28, 2005

# COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2004

	Governmental Fund Types			
	General	Special Revenue	Capital Projects	Totals (Memorandum Only)
Cash Receipts: Local taxes Intergovernmental Licenses, fees and permits Rental income Other receipts	\$2,435,054 604,909 1,084,070 25,839 103,448	\$673,762 444,325 16,700		\$2,435,054 1,278,671 1,528,395 25,839 120,148
Total Cash Receipts	4,253,320	1,134,787		5,388,107
Cash Disbursements: Salaries Fringe Benefits Supplies Remittances to State Equipment Contracts - Services Rentals Travel Utilities Advertising and printing Public employee's retirement Worker's compensation Project Expense Other Insurance Debt Service:	1,706,104 295,394 99,512 64,998 96,540 256,203 108,022 61,915 61,405 21,192 244,904 8,207 123,534 42,677	723,852 71,315 62,810 36,542 66,893 8,326 37,248 16,786 1,300 548 91,501 3,717 1,305 19,349	\$106,397	2,429,956 366,709 162,322 101,540 163,433 370,926 145,270 78,701 62,705 21,740 336,405 11,924 1,305 142,883 42,677
Redemption of Principal Interest and Fiscal Charges			220,000 77,398	220,000 77,398
Total Cash Disbursements	3,190,607	1,141,492	403,795	4,735,894
Total Cash Receipts Over/(Under) Cash Disburser	1,062,713	(6,705)	(403,795)	652,213
Other Financing Receipts/(Disbursements): Transfers-In Transfers-Out	(855,678)	138,758	716,920	855,678 (855,678)
Total Other Financing Receipts/(Disbursements)	(855,678)	138,758	716,920	0
Excess of Cash Receipts and Other Financing Receipts Over Cash Disbursements and Other Financing Disbursements Fund Cash Balances, January 1	207,035 1,137,914	132,053 318,593	313,125 103,734	652,213 1,560,241
Fund Cash Balances, December 31	\$1.344.949	\$450.646	\$416.859	\$2,212,454
Reserves for Encumbrances, December 31	<u>\$206.498</u>	<u>\$76.065</u>	<u>\$0</u>	<u>\$282,563</u>

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

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### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2004

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Description of the Entity

The constitution and laws of the State of Ohio establish the rights and privileges of the Medina County General Health District, Medina County, Ohio, (the District) as a body corporate and politic. A seven-member Board and a Health Commissioner govern the District. The District's services include communicable disease investigations, immunization clinics, inspections, public health nursing services and issues health-related licenses and permits.

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

#### B. Basis of Accounting

These financial statements follow the basis of accounting the Auditor of State prescribes or permits. This basis is similar to the cash receipts and disbursements accounting basis. The District recognizes receipts when received in cash rather than when earned and recognizes disbursements 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 adequately disclose material matters the Auditor of State's accounting basis requires.

#### C. Cash

As required by Ohio Revised Code, the County Treasurer is custodian for the District's cash. The County's cash and investment pool holds the District's assets, valued at the County Treasurer's reported carrying amount.

#### D. Fund Accounting

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

#### 1. General Fund

The General Fund accounts for all financial resources except those restricted by law or contract.

#### 2. Special Revenue Funds

These funds account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The District had the following significant Special Revenue Funds:

<u>Women, Infants, and Children (WIC) Fund</u> - This Federal grant fund accounts for the Special Supplemental Nutrition Program.

<u>Public Health Infrastructure (PHI) Fund</u> - This fund provides assistance to improve the local health department's capacity to respond to public health emergencies.

## NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2004 (Continued)

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### 2. Special Revenue Funds (Continued)

<u>Food Service Organization and Food Establishment Fund</u> – This fund receives monies from the sale of licenses, permits, and the collection of fees from Restaurants, Supermarkets, Convenient Stores, etc. for the prevention and the promotion of public health.

#### 3. Capital Projects Funds

These funds account for receipts restricted to acquiring or constructing major capital projects (except those financed through trust funds). The District had the following significant Capital Projects Funds:

<u>Building Fund</u> – This fund receives monies from the General Fund for the construction remodeling and maintenance of the Board of Health's facility and the payment of related debt.

<u>Capital Improvement Fund</u> – This fund receives monies from the General Fund for the maintenance of the Board of Health's facility.

#### E. Budgetary Process

The Ohio Revised Code requires the District to budget each fund 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 Board must annually approve appropriation measures and subsequent amendments. The County Budget Commission must also approve the annual appropriation measure and amendments thereto. 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.

#### 3. Encumbrances

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

A summary of 2004 budgetary activity appears in Note 2.

## NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2004 (Continued)

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### F. Property, Plant, and Equipment

The District records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

#### G. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

#### 2. BUDGETARY ACTIVITY

Budgetary activity for the year ended December 31, 2004 is as follows:

2004 Budgeted vs. Actual Receipts

Budgeted Actual		_
Receipts	Receipts	Variance
\$4,879,735	\$4,253,320	(\$626,415)
2,066,435	1,273,545	(792,890)
648,837	716,920	68,083
\$7,595,007	\$6,243,785	(\$1,351,222)
	Receipts \$4,879,735 2,066,435 648,837	Receipts         Receipts           \$4,879,735         \$4,253,320           2,066,435         1,273,545           648,837         716,920

2004 Budgeted vs. Actual Budgetary Basis Expenditures

	Appropriation Budgetary		
ınd Type	Authority	Expenditures	Variance
eneral	\$4,467,317	\$4,252,783	\$214,534
ecial Revenue	1,656,590	1,217,557	439,033
apital Projects	442,398	403,795	38,603
Total	\$6,566,305	\$5,874,135	\$692,170
i otai	\$6,566,305	\$5,874,135	<del></del>

#### 3. PROPERTY TAXES

The County Commissioners serve as a special taxing authority for a special levy outside the tenmill limitation to provide the District with sufficient funds for health programs. The levy generated \$2,435,054 in 2004. The financial statements present these amounts as Local taxes.

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by the Board of Health. 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 Revenue. 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.

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.

## NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2004 (Continued)

#### 3. PROPERTY TAXES (Continued)

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

#### 4. DEBT

Debt outstanding at December 31, 2004 was as follows:

	Outstanding 1/1/2004	Additions	Payments	Outstanding 12/31/2004
General Obligation Limited Tax				
Bonds County of Medina, Ohio				
Health District Facility Bonds,				
Series 1999, interest rates				
range from 4.900% to 5.375%	\$1,525,000	\$0	\$220,000	\$1,305,000

Outstanding general obligation limited tax bonds were issued by Medina County for the purchase of the Health District facility.

Carilla Danda

Amortization of the Health District's debt, including interest, is scheduled as follows:

	Facility Bonds
Year ending December 31:	Series 1999
2005	\$300,847
2006	304,332
2007	301,832
2008	303,702
2009	299,677
	1,510,390

#### 5. RETIREMENT SYSTEM

The District's full-time employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes retirement benefits, including postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For 2004 OPERS members contributed 8.5 percent of their gross salaries. The District contributed an amount equal to 13.55 percent of participants' gross salaries. The District has paid all contributions required through December 31, 2004.

## NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2004 (Continued)

#### 6. RISK MANAGEMENT

#### **Commercial Insurance**

The District has obtained commercial insurance for the following risks:

- Comprehensive property and general liability;
- Vehicles; and
- Errors and omissions.

The District also provides health insurance to its employees through Medina County's self-insurance program.

#### 7. CONTINGENT LIABILITIES

Amounts received from grantor agencies are subject to audit and adjustment by the grantor, principally the federal government. The grantor may require refund of any disallowed costs. Management cannot presently determine any amounts grantors may disallow. However, based on prior experience, management believes any refunds would be immaterial

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### FEDERAL AWARDS EXPENDITURE SCHEDULE FOR THE YEAR ENDED DECEMBER 31, 2004

Federal Grantor/ Pass Through Grantor/ Program Title	Pass Through Entity Number	Federal CFDA Number	Expenditures
U.S. DEPARTMENT OF AGRICULTURE  Passed through Ohio Department of Health			
Special Supplemental Nutrition Program for Women, Infants & Children	5210011CL04 5210011CL05	10.557	\$185,984 58,660
Total U.S. Department of Agriculture	3210011CL03		244,644
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  Passed through Ohio Department of Health			
Immunization Action Plan	5210012AZ03	93.268	7,075
Total U.S. Department of Health and Human Services	5210012AZ04		32,958 40,033
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES - Center for Disease Control and Prevention  Passed through Ohio Department of Health Center for Disease Control and Preventior			
Investigation Technical Assistance	5210012BI04	93.283	168,902
Total U.S. Department of Health and Human Services - Center for Disease Control and Prevention	5210012BI05		46,706 215,608
Total			\$500,285

The accompanying note to this schedule is an integral part of this schedule.

### NOTE TO THE FEDERAL AWARDS EXPENDITURES SCHEDULE FISCAL YEAR ENDED DECEMBER 31, 2004

#### **NOTE A - SIGNIFICANT ACCOUNTING POLICIES**

The accompanying Federal Awards Expenditures Schedule (the Schedule) summarizes activity of the District's federal award programs. The Schedule has been prepared on the cash basis of accounting.



#### INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY GOVERNMENT AUDITING STANDARDS

Medina County General Health District Medina County 4800 Ledgewood Drive Medina, Ohio 44256

To the Members of the Board:

We have audited the financial statements of the Medina County General Health District, Medina County, Ohio, (the District) as of and for the year ended December 31, 2004, and have issued our report thereon dated July 28, 2005, wherein we noted the District followed accounting practices the Auditor of State prescribes rather than accounting principles generally accepted in the United States of America. 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 the Comptroller General of the United States' Government Auditing Standards.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the District's internal control over financial reporting to determine our auditing procedures to express our opinion on the financial statements and not to opine on the internal control over financial reporting. Our consideration of the internal control would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable 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 caused by error or fraud in amounts material to the financial statements we audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider material weaknesses. In a separate letter to the District's management dated July 28, 2005, we reported other matters involving internal control over financial reporting we did not deem reportable conditions.

#### **Compliance and Other Matters**

As part of reasonably assuring whether the District's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect 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 an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under Government Auditing Standards.

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Medina County General Health District Medina County Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards* Page 2

We intend this report solely for the information and use of management, the Board of Health, federal awarding agencies, and pass-through entities. It is not intended for anyone other than these specified parties.

**Betty Montgomery** Auditor of State

Betty Montgomery

July 28, 2005



#### INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO MAJOR FEDERAL PROGRAMS AND INTERNAL CONTROL OVER **COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

Medina County General Health District Medina County 4800 Ledgewood Drive Medina, Ohio 44256

To the Members of the Board:

#### Compliance

We have audited the compliance of the Medina County General Health District, Medina County, Ohio, (the District) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement that apply to each of its major federal programs for the year ended December 31, 2004. The summary of auditor's results section of the accompanying schedule of findings identifies the District's major federal programs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each major federal program is the responsibility of the District's management. Our responsibility is to express an opinion on the District's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States; and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to reasonably assure whether noncompliance occurred with the types of compliance requirements referred to above that could directly and materially affect a major federal program. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing other procedures we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the District's compliance with those requirements.

In our opinion, the District complied, in all material respects, with the requirements referred to above that apply to each of its major federal programs for the year ended December 31, 2004.

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Medina County General Health District
Medina County
Independent Accountants' Report on Compliance with Requirements
Applicable to Major Federal Programs and Internal Control Over
Compliance in Accordance with OMB Circular A-133
Page 2

#### **Internal Control Over Compliance**

The District's management is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the District's internal control over compliance with requirements that could directly and materially affect a major federal program to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable 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 noncompliance with applicable requirements of laws, regulations, contracts, and grants caused by error or fraud that would be material in relation to a major federal program being audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

We intend this report solely for the information and use of management, the Board of Health, federal awarding agencies, and pass-through entities. It is not intended for anyone other than these specified parties.

**Betty Montgomery** Auditor of State

Butty Montgomery

July 28, 2005

#### SCHEDULE OF FINDINGS DECEMBER 31, 2004

#### 1. SUMMARY OF AUDITOR'S RESULT S

(d)(1)(i)	Type of Financial Statement Opinion	Adverse: GAAP, Unqualified: Regulatory basis
(d)(1)(ii)	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(iii)	Was there any reported material noncompliance at the financial statement level (GAGAS)?	No
(d)(1)(iv)	Were there any material internal control weakness conditions reported for major federal programs?	No
(d)(1)(iv)	Were there any other reportable internal control weakness conditions reported for major federal programs?	No
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Unqualified
(d)(1)(vi)	Are there any reportable findings under § .510?	No
(d)(1)(vii)	Major Programs (list):	CFDA 10.577 – Special Supplemental Nutrition Program for Women, Infants and Children (WIC).
		CFDA 93.283 – Center for Disease Control & Prevention – Investigation and Technical Assistance.
(d)(1)(viii)	Dollar Threshold: Type A\B Programs	Type A: > \$ 300,000 Type B: all others
(d)(1)(ix)	Low Risk Auditee?	No

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

None

#### 3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None

#### SCHEDULE OF PRIOR AUDIT FINDINGS OMB CIRCULAR A -133 § .315 (b) DECEMBER 31, 2004

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i>
2003-001	Ohio Rev. Code Section 5705.41(D) – the District did not certify all expenditures prior to incurring the commitment and the two applicable exceptions were not utilized.	Yes	
2003-002	Material Weakness – the District did not reconcile its books with its fiscal agent for the period of July 2003 through December 2003.	Yes	



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## MEDINA COUNTY MEDINA 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 SEPTEMBER 1, 2005