



**Auditor of State  
Betty Montgomery**



VILLAGE OF BURBANK  
WAYNE COUNTY

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**Auditor of State  
Betty Montgomery**

**INDEPENDENT ACCOUNTANTS' REPORT**

Village of Burbank  
Wayne County  
P.O. Box 145  
Burbank, Ohio 44214

To the Village Council:

We have audited the accompanying financial statements of the Village of Burbank, Wayne County, Ohio, (the Village) as of and for the year ended December 31, 2003. 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 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. The Village processes its financial transactions with the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to audit the Village because the Auditor of State designed, developed, implemented, and as requested, operates UAN. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code §§ 117.11(B) and 115.56 mandate the Auditor of State to audit Ohio governments. The Auditor of State served during the year ended December 31, 2003 as the Village's financial supervisor under Ohio Revised Code §118.05 (G). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to the audit of the Village because the Auditor of State may assume broad management powers, duties and functions under Ohio Revised Code §118.04. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 118.05 (G) requires the Auditor of State to provide these supervisory services, and Ohio Revised Code §§ 117.11(B) and 115.56 mandate the Auditor of State to audit Ohio governments. We believe our audit provides a reasonable basis for our opinion.

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 Village of Burbank, Wayne County, as of December 31, 2003, and its combined cash receipts and disbursements for the year then ended on the accounting basis Note 1 describes.

As more fully discussed in Note 12, the Village restated the General and Special Revenue beginning fund cash balance due to the understatement of the interfund activities. Fund balance as of January 1, 2003 was restated as a result of the error.

In accordance with *Government Auditing Standards*, we have also issued our report dated October 15, 2005, 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 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.

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.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

**Betty Montgomery**  
Auditor of State

October 15, 2005

**VILLAGE OF BURBANK  
WAYNE COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND  
CHANGES IN FUND CASH BALANCES - ALL GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED DECEMBER 31, 2003**

	<u>Governmental Fund Types</u>			<b>Totals (Memorandum Only)</b>
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	
<b>Cash Receipts:</b>				
Property Tax and Other Local Taxes	\$27,011	\$4,948		\$31,959
Intergovernmental Receipts	16,645	32,988		49,633
Earnings on Investments	1,077	2,587		3,664
Miscellaneous	155	428		583
	<u>44,888</u>	<u>40,951</u>		<u>85,839</u>
<b>Total Cash Receipts</b>				
<b>Cash Disbursements:</b>				
Current:				
Leisure Time Activities		4,479		4,479
Basic Utility Services	3,062			3,062
Transportation		27,057		27,057
General Government	20,551			20,551
Debt Service:				
Principal Payments	941			941
	<u>24,554</u>	<u>31,536</u>		<u>56,090</u>
<b>Total Cash Disbursements</b>				
<b>Total Receipts Over Disbursements</b>	<u>20,334</u>	<u>9,415</u>		<u>29,749</u>
<b>Other Financing Receipts and (Disbursements):</b>				
Advances-In		8,580		8,580
Advances-Out	(8,580)			(8,580)
	<u>(8,580)</u>	<u>8,580</u>		<u>0</u>
<b>Total Other Financing Receipts/(Disbursements)</b>				
Excess of Cash Receipts and Other Financing Receipts Over Cash Disbursements and Other Financing Disbursements	11,754	17,995		29,749
Fund Cash Balances, January 1(Restated)	<u>3,832</u>	<u>64,967</u>	<u>\$3,531</u>	<u>72,330</u>
<b>Fund Cash Balances, December 31</b>	<u><b>\$15,586</b></u>	<u><b>\$82,962</b></u>	<u><b>\$3,531</b></u>	<u><b>\$102,079</b></u>
Reserves for Encumbrances, December 31	<u>\$44</u>	<u>\$0</u>	<u>\$0</u>	<u>\$44</u>

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

**VILLAGE OF BURBANK  
WAYNE COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND  
CHANGES IN FUND CASH BALANCES - PROPRIETARY FUND TYPE  
FOR THE YEAR ENDED DECEMBER 31, 2003**

	<b>Proprietary Fund Type</b>
	<b>Enterprise</b>
<b>Non-Operating Cash Disbursements:</b>	
Principal Payments	\$5,059
Fund Cash Balances, January 1	5,059
<b>Fund Cash Balances, December 31</b>	<b>\$0</b>
Reserve for Encumbrances, December 31	\$0

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

**VILLAGE OF BURBANK  
WAYNE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2003**

**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 Village of Burbank, Wayne County, (the Village) as a body corporate and politic. A publicly-elected six-member Council governs the Village. The Village provides general governmental services and park operations.

The Village was placed in a state of fiscal emergency by the Auditor of State in 2000 under Ohio Rev. Code Section 118.03(A)(4)(5)&(6). The declaration resulted in the establishment of a Financial Planning and Supervision Commission. The Commission is comprised of the Mayor of the Village, Council President, three financial consultants from various corporations and/or organizations and two representatives from the State of Ohio. This Commission was required to adopt a financial recovery plan for the Village, and the plan must be updated annually. Once the plan has been adopted, the Village's discretion is limited in that all financial activity of the Village must be in accordance with the plan.

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 accounting basis the Auditor of State prescribes or permits. This basis is similar to the cash receipts and disbursements accounting basis. This basis 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 prescribes.

**C. Cash and Investments**

The Village's accounting basis includes investments as assets. This basis does not report disbursements for investment purchases or receipts for investment sales. The Village reports gains or losses at the time of sale as receipts or disbursements, respectively.

The Village values certificates of deposit 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 reports all financial resources except those required to be accounted for in another fund.

**VILLAGE OF BURBANK  
WAYNE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2003  
(Continued)**

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

**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 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.

*Permissive Motor Vehicle License Tax Fund* - This fund receives permissive license tax money for maintenance of State highways within the Village.

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

**3. Capital Project Fund**

The Village has one Capital Project Fund which is the Playground Equipment Fund. This fund receives contributions and donations for purchases of playground equipment.

**4. Enterprise Fund**

The Village has one Enterprise Fund which is the Water Fund. This fund initially received loan proceeds from the Ohio Water Development Authority to finance utility plant construction.

**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. Village 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.

VILLAGE OF BURBANK  
WAYNE COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2003  
(Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Budgetary Process (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 2003 budgetary activity appears in Note 3.

F. Property, Plant, and Equipment

The Village 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. EQUITY IN POOLED CASH AND INVESTMENTS

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

	2003
Demand deposits	<u>\$82,079</u>
Certificates of deposit	<u>20,000</u>
Total deposits	<u><u>\$102,079</u></u>

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

**VILLAGE OF BURBANK  
WAYNE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2003  
(Continued)**

**3. BUDGETARY ACTIVITY**

Budgetary activity for the year ended December 31, 2003 follows:

2003 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$45,213	\$44,888	(\$325)
Special Revenue	33,360	49,531	16,171
Enterprise	0	0	0
Total	\$78,573	\$94,419	\$15,846

2003 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$43,171	\$33,178	\$9,993
Special Revenue	70,147	31,536	38,611
Enterprise	5,060	5,059	1
Total	\$118,378	\$69,773	\$48,605

**4. PROPERTY TAX**

Real property taxes become a lien on January 1 preceding the October 1 date for which the Village Council adopts tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The State pays the Village amounts equaling these deductions. The Village includes these with Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half payment 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.

Property owners assess tangible personal property tax. They must file a list of tangible 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 the Village's behalf.

**5. DEBT**

Debt outstanding at December 31, 2003 was as follows:

	Principal	Interest Rate
Ohio Water Development Authority Loan	\$259,957	6.04%

**VILLAGE OF BURBANK  
WAYNE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2003  
(Continued)**

**5. DEBT (Continued)**

On July 1, 2001, the loan with the Ohio Water Development Authority (OWDA) came due but was unable to be paid due to the Village's financial condition. In September 2001, OWDA agreed to accept payments of \$500 a month toward the debt beginning October 1, 2001. From this date through December 31, 2003, based upon this agreement, the Village has made timely payments totaling \$13,500, and payments will be applied to the principal, which includes the capitalized interest. Of these payments \$5,059 were made from the Water Fund and \$8,441 were made from the general fund.

**6. FINANCIAL RECOVERY PLAN**

As reported in Note 1A, the Village was placed in fiscal emergency by the Auditor of State in 2000 under Ohio Rev. Code Section 118.03(A)(4)(5)&(6). A financial recovery plan was adopted by the Village on August 23, 2001, updated on May 8, 2002, and updated again on September 16, 2003.

The following actions to be taken were to eliminate all fiscal emergency conditions:

- A. Settlement of past due accounts payable with the Auditor of State for unpaid audit services (repaid December 9, 2002) and establish a payment plan with Ohio Water Development Authority for water plant planning loan (see Note 5).
- B. Formally record an advance from the Special Revenue Street Construction, Maintenance, and Repair Fund to the General Fund for the amount of resources borrowed as evidenced by the deficit in the General Fund at December 31, 2000. Develop and adopt a repayment schedule to restore to the Street Construction, Maintenance, and Repair Fund monies advanced to eliminate the General Fund deficit.
- C. Balance the budgets, avoid future deficits in any fund and maintain current payments of payroll, fringe benefits, and all accounts.
- D. Develop an effective financial accounting and reporting system, including the participation in the Auditor of State Uniform Accounting Network, adoption of the content and frequency of financial data to be reported to Village Council, and consolidation of all checking accounts into a general checking account.
- E. Approach Wayne County to takeover the wastewater project which the Village entered into through an agreement with Wayne County (see Note 5).
- F. Establish monthly levels of expenditures and encumbrances pursuant to division (B)(2) of Section 118.07 of the Revised Code.
- G. Conform to statutes with respect to tax budgets and appropriation measures. Contrary to the Financial Recovery Plan, the Village did not follow the advance repayment schedule, did not eliminate the General Fund deficit fund balance (see Note 4), and did not establish monthly levels of expenditures and encumbrances.

Contrary to the Financial Recovery Plan, the Village did not establish monthly levels of expenditures and encumbrances.

**VILLAGE OF BURBANK  
WAYNE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2003  
(Continued)**

**7. ADVANCE REPAYMENT**

On April 2, 2001, the Village Council approved Ordinance No. 01-5 authorizing an advance from the Street (\$50,000) and State Highway (\$10,000) Special Revenue Funds to the General Fund. The advance of restricted monies from the Street and State Highway Funds to an unrestricted fund (General Fund) is not in accordance with the Ohio Revised Code; however, the Village's approval of these advances, formally recognizes the borrowing of monies from other funds that occurred when the cash deficit arose in the General Fund. The Ordinance requires the advances to be repaid monthly beginning in 2002 with the final payment in 2008. On October 6, 2003, the Village Council approved Ordinance No. 03-15 amending the previous ordinance to include additional borrowing and to extend the repayment period to 2011. The repayment of the advances (monies borrowed from other funds) is a required part of the Village's Financial Recovery Plan as described in section 118.06 of the Ohio Revised Code and is one of the conditions necessary for the termination of fiscal emergency discussed in Note 6. The General Fund repaid the \$8,580 scheduled in 2003.

**8. COMPLIANCE**

Contrary to Ohio Revised Code Section 5705.10, the Village made disbursements of approximately \$3,500 from the Special Revenue Street Construction, Maintenance and Repair Fund for electricity payments for street lights, which is contrary to the restrictions and purposes for which this fund was created.

**9. RETIREMENT SYSTEM**

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

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 8.5 percent of their wages. The Village contributed an amount equal to 13.55 percent of participants' gross salaries. The Village has paid all contributions required through December 31, 2003.

**10. RISK MANAGEMENT**

**Risk Pool Membership**

The Village belongs to the Ohio Government Risk Management Plan (the "Plan"), an unincorporated non-profit association providing a formalized, jointly administered self-insurance risk management program and other administrative services to approximately 500 Ohio governments ("Members").

Pursuant to Section 2744.081 of the Ohio Revised Code, the Plan is a separate legal entity. The Plan provides property, liability, errors and omissions, law enforcement, automobile, excess liability, crime, surety and bond, inland marine and other coverages, modified for each Member's needs. The Plan pays judgments, settlements and other expenses resulting from covered claims that exceed the Member's deductible.

**VILLAGE OF BURBANK  
WAYNE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2003  
(Continued)**

**10. RISK MANAGEMENT (Continued)**

The Plan issues its own policies and reinsures the Plan with A- VII or better rated carriers, except for the 5% portion the Plan retains. With policies effective September 1, 2003, the Plan pays the lesser of 5% or \$25,000 of casualty losses up to the coverage limit and the lesser of 5% or \$50,000 for property losses up to coverage limit. The individual members are only responsible for their self-retention (deductible) amounts, which vary from member to member.

The Pool's financial statements (audited by other auditors) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2003 and 2002:

	<b>2003</b>	<b>2002</b>
Assets	\$5,402,167	\$5,584,592
Liabilities	1,871,123	(2,441,793)
Members' Equity	\$3,531,044	\$3,142,799

You can read the complete audited financial statements for The Ohio Government Risk Management Plan at the Plan's website, [www.ohioplan.org](http://www.ohioplan.org).

**11. CONTINGENT LIABILITIES**

The Village is a defendant in several lawsuits. Although management cannot presently determine the outcome of these suits, they believe the resolution of these matters will not materially adversely affect the Village's financial condition.

**12. RESTATEMENT OF BEGINNING FUND CASH BALANCE**

Interfund activity was understated in the prior years within the General and Special Revenue Fund. The correction of this error had the following effect on fund balances as previously reported at December 31, 2002.

	<b>General Fund</b>	<b>Special Revenue Fund</b>
December 31, 2002	\$(3,793)	\$72,592
Restatement	7,695	(7,625)
Restated December 31, 2002	\$3,832	\$64,967

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## Auditor of State Betty Montgomery

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

Village of Burbank  
Wayne County  
P.O. Box 145  
Burbank, Ohio 44214

To the Village Council:

We have audited the financial statements of the Village of Burbank, Wayne County, Ohio, (the Village) as of and for the year ended December 31, 2003, and have issued our report thereon dated October 15, 2005, wherein we noted the Village uses the Auditor of State's Uniform Accounting Network (UAN) to process its financial transactions. *Government Auditing Standards* considers this service to impair the Auditor of State's independence to audit the Village because the Auditor of State designed, developed, implemented, and, as requested, operates UAN. The Auditor of State served during the year ended December 31, 2003 as the Village's financial supervisor under Ohio Rev. Code §118.05 (G). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to the audit of the Village because the Auditor of State may assume broad management powers, duties and functions under Ohio Rev. Code §118.04. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 118.05 (G) requires the Auditor of State to provide these supervisory services, and Ohio Revised Code §§ 117.11(B) and 115.56 mandate the Auditor of State to audit Ohio governments. In addition, we noted the Village had a restatement within the beginning fund cash balance in the General and Special Revenue Funds. 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 Village'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 Village's management dated October 15, 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 Village'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 instances of noncompliance or other matters that we must report under *Government Auditing Standards* which are described in the accompanying Schedule of Findings as items 2003-001 and 2003-002.

In a separate letter to the Village's management dated October 15, 2005, we reported other matters related to noncompliance we deemed immaterial.

We intend this report solely for the information and use of the audit committee, management, and Village Council. It is not intended for anyone other than these specified parties.



**Betty Montgomery**  
Auditor of State

October 15, 2005

VILLAGE OF BURBANK  
WAYNE COUNTY

SCHEDULE OF FINDINGS  
DECEMBER 31, 2003

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

FINDING NUMBER 2003-001

**Noncompliance Citation**

**Ohio Revised Code Section 5705.10** states, in part, that money paid into any fund shall be used only for the purposes for which such fund is established. The Special Revenue Street Construction, Maintenance and Repair Fund is used to construct, maintain and repair Village streets.

During 2003, disbursements of approximately \$3,500 were made from the Village's Special Revenue Street Construction, Maintenance and Repair Fund for electricity payments for street lights, which is contrary to the restrictions and purposes for which the Special Revenue Street Construction, Maintenance and Repair Fund was created. The electrical bills for street lighting should be paid from the General Fund. The Clerk/Treasurer should review the *Village Officers' Handbook*, published by the Auditor of State, and consult with the Village's legal counsel to help ensure expenditures are paid from the proper fund.

FINDING NUMBER 2003-002

**Noncompliance Citation**

**Village Financial Recovery Plan Section F** states, in part, the Village will establish monthly levels of expenditures and encumbrances.

During 2003, there was no evidence the Village allocated the annual budget among specific months or otherwise established monthly levels of expenditures and encumbrances as provided for by Section F.

At the beginning of each year, the Village should establish monthly levels of expenditures and encumbrances and a system to reasonably ensure such limits are not exceeded. The monitoring of the comparison should be evidenced to ensure compliance with the provisions of Section F.

**VILLAGE OF BURBANK  
WAYNE COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS  
DECEMBER 31, 2003**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b><i>Explain</i></b>
2002-001	<b>Ohio Rev. Code Section 5705.41(D)</b> Failure to certify funds	No	Not Corrected – See management letter
2002-002	<b>Ohio Rev. Code Section 5705.10</b> Disbursements made from improper fund	No	Not Corrected – See Finding Number 2003-001
2002-003	<b>Village Ordinance 01-5</b> Failure to follow the repayment plan for advance to the General Fund	Yes	Finding No Longer Valid – Village made repayments in accordance with the repayment plan.
2002-004	<b>General Fund Deficit</b> Negative fund balance	Yes	Finding No Longer Valid – General fund no longer has a negative fund balance
2002-005	<b>Village Financial Recovery Plan Section F</b> Failure to establish monthly levels of expenditures in accordance with the Village Financial Recovery Plan.	No	Not Corrected – See Finding Number 2003-002.



**Auditor of State  
Betty Montgomery**

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**VILLAGE OF BURBANK**

**WAYNE COUNTY**

**CLERK'S CERTIFICATION**

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

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
DECEMBER 13, 2005**