



Mary Taylor, CPA
Auditor of State

**WOODLAND UNION CEMETERY
VAN WERT COUNTY**

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Mary Taylor, CPA
Auditor of State

Woodland Union Cemetery
Van Wert County
10968 Woodland Avenue
Van Wert, Ohio 45891

To the Board of Trustees:

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 government 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.

Mary Taylor

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Auditor of State

June 14, 2007

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Mary Taylor, CPA

Auditor of State

INDEPENDENT ACCOUNTANTS' REPORT

Woodland Union Cemetery
Van Wert County
10968 Woodland Avenue
Van Wert, Ohio 45891

To the Board of Trustees:

We have audited the accompanying financial statements of Woodland Union Cemetery, Van Wert County, (the Cemetery), as of and for the years ended December 31, 2006 and 2005. These financial statements are the responsibility of the Cemetery'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 Cemetery 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 Cemetery to reformat its financial statement presentation and make other changes effective for the years ended December 31, 2006 and 2005. Instead of the combined funds the accompanying financial statements present for 2006 and 2005, the revisions require presenting entity wide statements and also to present its larger (i.e. major) funds separately for 2006 and 2005. While the Cemetery 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 Cemetery has elected not to reformat its statements. Since this Cemetery 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.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the years ended December 31, 2006 and 2005 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Cemetery as of December 31, 2006 and 2005, or its changes in financial position for the years then ended.

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances of Woodland Union Cemetery, Van Wert County, as of December 31, 2006 and 2005, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

The aforementioned revision to generally accepted accounting principles also requires the Cemetery to include Management's Discussion and Analysis for the years ended December 31, 2006 and 2005. The Cemetery 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 June 14, 2007, on our consideration of the Cemetery'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.



Mary Taylor, CPA
Auditor of State

June 14, 2007

**WOODLAND UNION CEMETERY
VAN WERT COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2006**

	<u>Governmental Fund Types</u>		Totals (Memorandum Only)
	<u>General</u>	<u>Capital Projects</u>	
Cash Receipts:			
Local Taxes	\$39,023		\$39,023
Intergovernmental	8,000		8,000
Charges for Services	62,698		62,698
Sale of Lots	27,685		27,685
Special Assessments		\$300	300
Interest	2,408	7	2,415
Miscellaneous	135		135
Total Cash Receipts	<u>139,949</u>	<u>307</u>	<u>140,256</u>
Cash Disbursements:			
Current:			
Salaries	81,520		81,520
Supplies	19,460		19,460
Equipment	4,133		4,133
Contracts - Services	30,787		30,787
Public Employees' Retirement	11,062		11,062
Workers' Compensation	2,686		2,686
Miscellaneous	3,356		3,356
Total Disbursements	<u>153,004</u>		<u>153,004</u>
 Total Receipts Over/(Under) Disbursements	 (13,055)	 307	 (12,748)
 Fund Cash Balances, January 1	 <u>97,084</u>	 <u>3,289</u>	 <u>100,373</u>
 Fund Cash Balances, December 31	 <u>\$84,029</u>	 <u>\$3,596</u>	 <u>\$87,625</u>

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

**WOODLAND UNION CEMETERY
VAN WERT COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
FIDUCIARY FUND TYPE
FOR THE YEAR ENDED DECEMBER 31, 2006**

	Fiduciary Funds
	Private-Purpose Trust
Cash Receipts:	
Interest	\$8,966
Bequest	14,001
Total Cash Receipts	22,967
Cash Disbursements:	
Current:	
Supplies	1,639
Miscellaneous	987
Total Disbursements	2,626
Total Receipts Over/(Under) Disbursements	20,341
Fund Cash Balances, January 1	235,800
Fund Cash Balances, December 31	\$256,141

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

**WOODLAND UNION CEMETERY
VAN WERT COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2005**

	<u>Governmental Fund Types</u>		Totals (Memorandum Only)
	<u>General</u>	<u>Capital Projects</u>	
Cash Receipts:			
Local Taxes	\$21,867		\$21,867
Intergovernmental	5,000		5,000
Charges for Services	68,870		68,870
Sale of Lots	35,600		35,600
Special Assessments		\$370	370
Interest	1,417	6	1,423
Miscellaneous	3,606		3,606
Total Cash Receipts	<u>136,360</u>	<u>376</u>	<u>136,736</u>
Cash Disbursements:			
Current:			
Salaries	70,091		70,091
Supplies	20,637		20,637
Equipment	5,269		5,269
Contracts - Services	28,636		28,636
Public Employees' Retirement	10,262		10,262
Workers' Compensation	2,501		2,501
Miscellaneous	4,316		4,316
Total Disbursements	<u>141,712</u>		<u>141,712</u>
 Total Receipts Over/(Under) Disbursements	 (5,352)	 376	 (4,976)
 Fund Cash Balances, January 1	 <u>102,436</u>	 <u>2,913</u>	 <u>105,349</u>
 Fund Cash Balances, December 31	 <u>\$97,084</u>	 <u>\$3,289</u>	 <u>\$100,373</u>

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

WOODLAND UNION CEMETERY
VAN WERT COUNTY

STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
FIDUCIARY FUND TYPE
FOR THE YEAR ENDED DECEMBER 31, 2005

	Fiduciary Funds
	Private-Purpose Trust
Cash Receipts:	
Interest	\$5,598
Bequest	5,000
Total Cash Receipts	10,598
Cash Disbursements:	
Current:	
Supplies	1,374
Miscellaneous	362
Total Disbursements	1,736
Total Receipts Over/(Under) Disbursements	8,862
Fund Cash Balances, January 1	226,938
Fund Cash Balances, December 31	\$235,800

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

**WOODLAND UNION CEMETERY
VAN WERT COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 AND 2005**

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 for the Woodland Union Cemetery, Van Wert County, (the Cemetery) as a body corporate and politic. Pleasant Township and the City of Van Wert appoint a three-member Board of Trustees to direct cemetery operations. These entities also provide funding to meet the Cemetery's operating costs under the agreement which established the Cemetery. The accompanying financial statements present this funding as Local Taxes and Intergovernmental Receipts. The Cemetery provides grounds maintenance, opening and closing of graves, and the sale of grave lots.

The Cemetery's management believes these financial statements present all activities for which the Cemetery 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 basis of accounting. 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 include adequate disclosure of material matters, as the Auditor of State prescribes or permits.

C. Cash and Investments

The Cemetery records certificates of deposit at cost.

D. Fund Accounting

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

1. General Fund

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

2. Capital Project Funds

These funds present receipts restricted to acquiring or constructing major capital projects (except those financed through trust funds). The Cemetery had the following significant Capital Project Fund:

Capital Improvement Special Assessment Fund – This fund receives an assessment fee from the sale of grave lots for maintenance and capital improvement of the Cemetery.

**WOODLAND UNION CEMETERY
VAN WERT COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 AND 2005
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

3. Fiduciary Funds (Trust and Agency Funds)

These funds account for resources restricted by legally binding trust agreements and funds for which the Cemetery is acting in an agency capacity. The Cemetery had the following significant Fiduciary Funds:

Cemetery Bequest Funds – These funds receive interest from fund investments. Proceeds are used to maintain grave sites. These funds are classified as Private Purpose trust funds.

E. Budgetary Process

The Cemetery's Board budgets each fund annually.

1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund or function level of control. The Board annually approves appropriation measures and subsequent amendments.

2. Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts) as of January 1.

A summary of 2006 and 2005 budgetary activity appears in Note 3.

F. Property, Plant, and Equipment

The financial statements report acquisitions of property, plant, and equipment as capital outlay disbursements when paid. The financial statements do not report these items as assets.

G. Unpaid Vacation and Sick Leave

Employees are entitled to cash payments for unused vacation and sick leave in certain circumstances, such as upon leaving employment. The financial statements do not report unpaid vacation and sick leave as liabilities.

2. EQUITY IN POOLED CASH AND INVESTMENTS

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

	<u>2006</u>	<u>2005</u>
Demand deposits	\$178,661	\$181,421
Certificates of deposit	165,105	154,752
Total deposits	<u>343,766</u>	<u>336,173</u>

Deposits: Deposits are insured by the Federal Depository Insurance Corporation, collateralized by securities specifically pledged by the financial institution to the Cemetery; and collateralized by the financial institution's public entity deposit pool.

**WOODLAND UNION CEMETERY
VAN WERT COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 AND 2005
(Continued)**

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2006 and 2005 follows:

2006 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$144,795	\$139,949	(\$4,846)
Capital Projects	510	307	(203)
Fiduciary (Trust Funds)	7,300	22,967	15,667
Total	<u>\$152,605</u>	<u>\$163,223</u>	<u>\$10,618</u>

2006 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$155,385	\$153,004	\$2,381
Capital Projects	0	0	0
Fiduciary (Trust Funds)	2,400	2,626	(226)
Total	<u>\$157,785</u>	<u>\$155,630</u>	<u>\$2,155</u>

2005 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$141,850	\$136,360	(\$5,490)
Capital Projects	510	376	(134)
Fiduciary (Trust Funds)	5,200	10,598	5,398
Total	<u>\$147,560</u>	<u>\$147,334</u>	<u>(\$226)</u>

2005 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$156,935	\$141,712	\$15,223
Capital Projects	0	0	0
Fiduciary (Trust Funds)	2,400	1,736	664
Total	<u>\$159,335</u>	<u>\$143,448</u>	<u>\$15,887</u>

4. RETIREMENT SYSTEMS

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

The Ohio Revised Code also prescribes contribution rates. For 2006 and 2005, OPERS employee members contributed 9.0 and 8.5 percent (respectively) of their gross salaries. The Cemetery contributed an amount equal to 13.70 and 13.55 percent (respectively) of participants' gross salaries. The Cemetery has paid all contributions required through December 31, 2006.

**WOODLAND UNION CEMETERY
VAN WERT COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 AND 2005
(Continued)**

5. RISK MANAGEMENT

The Woodland Union Cemetery has obtained commercial insurance for the following risks:

- Commercial property
- Commercial General Liability
- Commercial Inland Marine
- Commercial Auto Policy

The Cemetery also provides health insurance to full-time employees through the City of Van Wert's policy.



Mary Taylor, CPA

Auditor of State

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

Woodland Union Cemetery
Van Wert County
10968 Woodland Avenue
Van Wert, Ohio 45891

To the Board of Trustees:

We have audited the financial statements of the Woodland Union Cemetery, Van Wert County, (the Cemetery), as of and for the years ended December 31, 2006 and 2005, and have issued our report thereon dated June 14, 2007, wherein we noted the Cemetery 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 Cemetery's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinions on the financial statements, but not to opine on the effectiveness of the Cemetery's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Cemetery's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Cemetery's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the Cemetery's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the Cemetery's internal control will not prevent or detect a material financial statement misstatement.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all internal control deficiencies that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.

We noted certain matters that we reported to the Cemetery's management in a separate letter dated June 14, 2007.

Compliance and Other Matters

As part of reasonably assuring whether the Cemetery'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*.

We did note certain noncompliance or other matters that we reported to the Cemetery's management dated in a separate letter dated June 14, 2007.

We intend this report solely for the information and use of the audit committee, management, and Board of Trustees. We intend it for no one other than these specified parties.

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

Mary Taylor, CPA
Auditor of State

June 14, 2007



Mary Taylor, CPA
Auditor of State

WOODLAND UNION CEMETERY

VAN WERT 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
AUGUST 2, 2007**