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Champion Township Trumbull County 149 Center Street East Warren, Ohio 44481

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 an 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 adverse 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, CPA Auditor of State

August 31, 2010

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### INDEPENDENT ACCOUNTANTS' REPORT

Champion Township Trumbull County 149 Center Street East Warren, Ohio 44481

### To the Board of Trustees:

We have audited the accompanying financial statements of Champion Township, Trumbull County, (the Township) as of and for the years ended December 31, 2009 and 2008. These financial statements are the responsibility of the Township'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 Township 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 Township 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. We believe our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Township 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.

Instead of the combined funds the accompanying financial statements present, GAAP require presenting entity wide statements and also presenting the Township's larger (i.e. major) funds separately. While the Township does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to GAAP presentation requirements. The Auditor of State permits, but does not require townships to reformat their statements. The Township has elected not to follow GAAP statement formatting requirements. 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.

Champion Township Trumbull 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 years ended December 31, 2009 and 2008 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township as of December 31, 2009 and 2008 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 and reserves for encumbrances of Champion Township, Trumbull County, as of December 31, 2009 and 2008, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

The Township 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 August 31, 2010, on our consideration of the Township'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

Mary Taylor

August 31, 2010

## COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2009

	Governmental Fund Types			_
	General	Special Revenue	Capital Projects	Totals (Memorandum Only)
Cash Receipts: Property and Other Local Taxes Charges for Services Licenses, Permits, and Fees Fines and Forfeitures Intergovernmental Special Assessments Earnings on Investments Miscellaneous	\$136,377 73,064 5,388 246,153 17,304 16,550	\$1,424,284 333,596 21,540 408,400 39,453 518 11,184	\$112,304	\$1,560,661 333,596 94,604 5,388 766,857 39,453 17,822 27,734
Total Cash Receipts	494,836	2,238,975	112,304	2,846,115
Cash Disbursements: Current: General Government Public Safety Public Works Health Capital Outlay	353,626 4,475 24,306 29,275 16,700	44,180 1,554,012 586,525 24,625 40,500	112,304	397,806 1,558,487 610,831 53,900 169,504
Total Cash Disbursements	428,382	2,249,842	112,304	2,790,528
Total Receipts Over/(Under) Disbursements	66,454	(10,867)	0	55,587
Other Financing Receipts / (Disbursements): Transfers-In Transfers-Out Advances-In Advances-Out Other Financing Sources	(25,000) (50,000)	25,000 50,000 60		25,000 (25,000) 50,000 (50,000) 60
Total Other Financing Receipts / (Disbursements)	(75,000)	75,060	0	60
Excess of Cash Receipts and Other Financing Receipts Over / (Under) Cash Disbursements and Other Financing Disbursements	(8,546)	64,193	0	55,647
Fund Cash Balances, January 1	1,030,648	602,084	0	1,632,732
Fund Cash Balances, December 31	\$1,022,102	\$666,277	\$0	\$1,688,379
Reserve for Encumbrances, December 31	\$542	\$4,241		\$4,783

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

## COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2008

	Governmental Fund Types			·	
	General	Special Revenue	Capital Projects	Totals (Memorandum Only)	
Cash Receipts:					
Property and Other Local Taxes	\$94,694	\$1,615,840		\$1,710,534	
Charges for Services		217,639		217,639	
Licenses, Permits, and Fees	73,872	29,327		103,199	
Fines and Forfeitures	6,360			6,360	
Intergovernmental	288,569	544,280	\$49,844	882,693	
Special Assessments		37,541		37,541	
Earnings on Investments	21,981	531		22,512	
Miscellaneous	13,542	39,002		52,544	
Total Cash Receipts	499,018	2,484,160	49,844	3,033,022	
Cash Disbursements:					
Current:					
General Government	395,315	41,714		437,029	
Public Safety		1,553,376		1,553,376	
Public Works	21,326	656,491		677,817	
Health	28,925	26,939		55,864	
Other		349,607		349,607	
Capital Outlay	-	95,289	49,844	145,133	
Total Cash Disbursements	445,566	2,723,416	49,844	3,218,826	
Total Receipts Over/(Under) Disbursements	53,452	(239,256)	0	(185,804)	
Other Financing Receipts / (Disbursements):					
Transfers-In		25,000		25,000	
Transfers-Out	(25,000)	·		(25,000)	
Total Other Financing Receipts / (Disbursements)	(25,000)	25,000	0	0	
Excess of Cash Receipts and Other Financing					
Receipts Over / (Under) Cash Disbursements					
and Other Financing Disbursements	28,452	(214,256)	0	(185,804)	
Fund Cash Balances, January 1	1,002,196	816,340	0	1,818,536	
Fund Cash Balances, December 31	\$1,030,648	\$602,084	\$0	\$1,632,732	
Reserve for Encumbrances, December 31	\$542	\$4,308		\$4,850	

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

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2009 AND 2008

### 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 Champion Township, Trumbull County, (the Township) as a body corporate and politic. A publicly-elected three-member Board of Trustees directs the Township. The Township provides road and bridge maintenance, cemetery maintenance, police protection, fire protection and emergency medical services

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

### **B.** Accounting Basis

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. The Township 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. Deposits and Investments

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

The Township values repurchase agreements at cost 
The investments in STAR Ohio are recorded at share values reported by the State Treasurer.

### D. Fund Accounting

The Township uses fund accounting to segregate cash and investments that are restricted as to use. The Township 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.

#### 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 Township had the following significant Special Revenue Funds:

<u>Road and Bridge Fund</u> - This fund receives property tax money for constructing, maintaining, and repairing Township roads and bridges.

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2009 AND 2008

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

<u>Police District Fund</u> - This fund receives property tax money to pay for the general operation of the police department.

<u>Fire District Fund</u> - This fund receives property tax money to pay for the general operation of the fire department.

### 3. Capital Project Funds

These funds account for receipts restricted to acquiring or constructing major capital projects (except those financed through enterprise or trust funds). The Township had the following significant capital project funds

<u>Issue I Funds</u>- The Township received grants from the State of Ohio for road improvements.

### E. Budgetary Process

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

### 1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function or object level of control, and appropriations may not exceed estimated resources. The Board of Trustees 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.

#### 3. Encumbrances

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

A summary of 2009 and 2008 budgetary activity appears in Note 3.

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

The Township 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.

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2009 AND 2008

### 2. EQUITY IN POOLED DEPOSITS AND INVESTMENTS

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

	2009	2008
Demand deposits	\$1,013,722	\$965,507
Total deposits	1,013,722	965,507
STAR Ohio	6,764	6,745
Repurchase agreement	667,893	660,480
Total investments	674,657	667,225
Total deposits and investments	\$1,688,379	\$1,632,732

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

**Investments:** The Township's financial institution transfers securities to the Township's agent to collateralize repurchase agreements. The securities are not in the Township's name.

Investments in STAR Ohio are not evidenced by securities that exist in physical or book-entry form.

### 3. BUDGETARY ACTIVITY

Budgetary activity for the years ending 2009 and 2008 follows:

2009	Budgeted v	s Actual	Receipts

	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$449,351	\$494,836	\$45,485
Special Revenue	2,364,210	2,264,035	(100,175)
Capital Projects	112,304	112,304	0
Total	\$2,925,865	\$2,871,175	(\$54,690)

2009 Budgeted vs. Actual Budgetary Basis Expenditures

	Appropriation	Budgetary	_
Fund Type	Authority	Expenditures	Variance
General	\$1,480,541	\$453,924	\$1,026,617
Special Revenue	2,974,909	2,254,083	720,826
Capital Projects	112,304	112,304	0
Total	\$4,567,754	\$2,820,311	\$1,747,443

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2009 AND 2008

### 3. BUDGETARY ACTIVITY – (Continued)

2008 Budgeted vs.	Actual	Receipts

	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$540,500	\$499,018	(\$41,482)
Special Revenue	2,526,016	2,509,160	(16,856)
Capital Projects	49,844	49,844	0
Total	\$3,116,360	\$3,058,022	(\$58,338)

2008 Budgeted vs. Actual Budgetary Basis Expenditures

Appropriation	Budgetary	
Authority	Expenditures	Variance
\$1,542,235	\$471,108	\$1,071,127
3,350,250	2,727,724	622,526
49,844	49,844	0
\$4,942,329	\$3,248,676	\$1,693,653
	Authority \$1,542,235 3,350,250 49,844	Authority         Expenditures           \$1,542,235         \$471,108           3,350,250         2,727,724           49,844         49,844

#### 4. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopted 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 financial statements include homestead and rollback amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, 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.

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

### 5. RETIREMENT SYSTEMS

The Township's certified Fire Fighters belong to the Police and Fire Pension Fund (OP&F). Other employees belong to the Ohio Public Employees Retirement System (OPERS). OP&F and OPERS are cost-sharing, multiple-employer plans. The Ohio Revised Code prescribes these plans' benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For 2009 and 2008, OP&F participants contributed 10% of their wages and the Township contributed an amount equal to 24% of the certified firefighters' wages. For 2009 and 2008, OPERS members contributed 10.0% of their gross salaries, except members in law enforcement, who contributed 10.1% of their gross salaries. For 2009 and 2008, the Township contributed 14.0% of participants' gross salaries to OPERS. For those in law enforcement, the Township contributed 17.63% in 2009 and 17.40% in 2008 to OPERS. The Township has paid all contributions required through December 31, 2009.

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2009 AND 2008

### 6. RISK MANAGEMENT

The Township is exposed to various risks of property and casualty losses, and injuries to employees.

The Township insures against injuries to employees through the Ohio Bureau of Worker's Compensation.

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty coverage for its members. American Risk Pooling Consultants, Inc. (APRCO), a division of York Insurance Services Group, Inc. (York), functions as the administrator of OTARMA and provides underwriting, claims, loss control, risk management, and reinsurance services for OTARMA. OTARMA is a member of the American Public Entity Excess Pool (APEEP), which is also administered by ARPCO. Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

### Casualty and Property Coverage

APEEP provides OTARMA with an excess risk-sharing program. Under this arrangement, OTARMA retains insured risks up to an amount specified in the contracts. At December 31, 2009, OTARMA retained \$350,000 for casualty claims and \$150,000 for property claims.

The aforementioned casualty and property reinsurance agreement does not discharge OTARMA's primary liability for claims payments on covered losses. Claims exceeding coverage limits are the obligation of the respective government.

#### Financial Position

OTARMA's financial statements (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2009 and 2008.

	2009	<u>2008</u>
Assets	\$38,982,088	\$40,737,740
Liabilities	(12,880,766)	(12,981,818)
Net Assets	\$26,101,322	\$27,755,922

At December 31, 2009 and 2008, respectively, the liabilities above include approximately \$12.0 and \$12.1 million of estimated incurred claims payable. The assets above also include approximately \$11.5 and \$10.9 million of unpaid claims to be billed to approximately 950 member governments in the future, as of December 31, 2009 and 2008, respectively. These amounts will be included in future contributions from members when the related claims are due for payment. As of December 31, 2009, the Township's share of these unpaid claims collectible in future years is approximately \$19,201.

Based on discussions with OTARMA, the expected rates OTARMA charges to compute member contributions, which are used to pay claims as they become due, are not expected to change significantly from those used to determine the historical contributions detailed below. By contract, the annual liability of each member is limited to the amount of financial contributions required to be made to OTARMA for each year of membership.

### NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2009 AND 2008

### 6. RISK MANAGEMENT – (Continued)

Contributions to OTARMA	
2008	\$ 18,120
2009	\$ 17,945

After completing one year of membership, members may withdraw on each anniversary of the date they joined OTARMA provided they provide written notice to OTARMA 60 days in advance of the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year's budgetary contribution. Withdrawing members have no other future obligation to the pool. Also upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim occurred or was reported prior to the withdrawal



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

Champion Township Trumbull County 149 Center Street East Warren, Ohio 44481

#### To the Board of Trustees:

We have audited the financial statements of Champion Township, Trumbull County, (the Township) as of and for the years ended December 31, 2009 and 2008, and have issued our report thereon dated August 31, 2010, wherein we noted the Township prepared its financial statements using accounting practices the Auditor of State prescribes or permits rather than accounting principles generally accepted in the United States of America. We also noted the Township 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 Township. 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. 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 Township's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of opining on the effectiveness of the Township's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Township's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A material weakness is a deficiency, or combination of internal control deficiencies, resulting in more than a reasonable possibility that a material misstatement of the Township's financial statements will not be prevented, or detected and timely corrected.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, 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.

Champion Township Trumbull County Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards* Page 2

### **Compliance and Other Matters**

As part of reasonably assuring whether the Township'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 intend this report solely for the information and use of the management, the Board of Trustees and others within the Township. We intend it for no one other than these specified parties.

Mary Taylor, CPA Auditor of State

Mary Saylor

August 31, 2010



**CHAMPION TOWNSHIP** 

TRUMBULL 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 NOVEMBER 4, 2010