FINANCIAL STATEMENTS (AUDITED)

FOR THE YEAR ENDED DECEMBER 31, 2011

SUE WILSON, CLERK/TREASURER



# Dave Yost • Auditor of State

Village Council and Mayor Village of New Concord 2 West Main Street P.O. Box 10 New Concord, Ohio 43762

We have reviewed the *Independent Accountants' Report* of the Village of New Concord, Muskingum County, prepared by Julian & Grube, Inc., for the audit period January 1, 2011 through December 31, 2011. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

The financial statements in the attached report are presented in accordance with a regulatory basis of accounting prescribed or permitted by the Auditor of State. Due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA), modifications were required to the *Independent Accountants' Report* on your financial statements. While the Auditor of State 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. The attached report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the statements are misstated under the non-GAAP regulatory basis. The *Independent Accountants' Report* also includes an opinion on the financial statements using the regulatory format the Auditor of State permits

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Village of New Concord is responsible for compliance with these laws and regulations.

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Dave Yost Auditor of State

May 4, 2012

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# Julian & Grube, Inc.

Serving Ohio Local Governments

333 County Line Rd. West, Westerville, OH 43082 Phone: 614.846.1899 Fax: 614.846.2799

Independent Accountants' Report

Village of New Concord 2 West Main Street P.O. Box 10 New Concord, Ohio 43762

We have audited the accompanying financial statements of the Village of New Concord, Muskingum County, Ohio, as of and for the year ended December 31, 2011. The financial statements are the responsibility of the Village of New Concord's management. Our responsibility is to express an opinion on the 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 2B, the Village of New Concord has prepared the 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 Village of New Concord's larger (i.e. major) funds separately. While the Village of New Concord 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 governments to reformat their statements. The Village of New Concord 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 to its non-GAAP basis is in the second following paragraph.

Village of New Concord Independent Accountants' Report Page Two

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, 2011 does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Village of New Concord as of December 31, 2011, or its changes in financial position or cash flows, where applicable, 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 of the Village of New Concord, Muskingum County, Ohio as of December 31, 2011, and its combined cash receipts and disbursements and combined budgeted and actual receipts and budgeted and actual disbursements for the year then ended.

As described in Note 2, during 2011, the Village of New Concord adopted Governmental Accounting Standards Board Statement No. 54, "<u>Fund Balance Reporting and Governmental Fund Type Definitions</u>".

In accordance with *Government Auditing Standards*, we have also issued our report dated March 14, 2012, on our consideration of the Village of New Concord's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants 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 Village of New Concord's financial statements taken as a whole. The federal awards expenditure schedule provides additional information required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the financial statements. The federal awards expenditure schedule is management's responsibility, and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. This schedule was subject to the auditing procedures we applied to the financial statements. We also applied certain additional procedures, including comparing and reconciling this information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, in accordance with auditing standards generally accepted in the United States of America. In our opinion, this information is fairly stated in all material respects in relation to the financial statements taken as a whole.

Julian & Sube the.

Julian & Grube, Inc. March 14, 2012

### COMBINED STATEMENT OF FUND CASH BALANCES ALL FUND TYPES DECEMBER 31, 2011

Cash, Cash Equivalents and Investments	 2011
Cash and Cash Equivalents Investments	\$ 23,450 774,280
Total Cash, Cash Equivalents, and Investments	\$ 797,730
Fund Cash Balances	
<u>Governmental Fund Types:</u> General Special Revenue Debt Service	\$ 113,981 437,763 7,983
Total Governmental Fund Types	 559,727
Proprietary Fund Type: Enterprise	 238,003
Total Fund Cash Balances	\$ 797,730

#### COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES - ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2011

	General	Special Revenue	Debt Service	Total (Memorandum Only)
Cash receipts:				
Local taxes	\$ 660,294	\$ 100,659	\$ -	\$ 760,953
Intergovernmental	70,118	78,891	-	149,009
Special assessments	-	-	17,405	17,405
Charges for services	215	343,137	-	343,352
Fines, licenses, and permits	48,493	-	-	48,493
Interest	1,099	60	-	1,159
Donations	-	5,370	-	5,370
Miscellaneous	41,215	37,856	-	79,071
Total cash receipts	821,434	565,973	17,405	1,404,812
Cash disbursements:				
Current:				
Security of persons and property	255,934	202,082	-	458,016
Leisure time activities	-	27,370	-	27,370
Transportation	-	198,453	-	198,453
General government	289,865	-	517	290,382
Capital outlay	69,236	375,498	-	444,734
Debt service:				
Principal retirement	75,000	53,575	19,954	148,529
Interest and fiscal charges	22,975	17,552	4,214	44,741
Total cash disbursements	713,010	874,530	24,685	1,612,225
Total cash receipts over/(under) cash disbursements	108,424	(308,557)	(7,280)	(207,413)
Other financing receipts/(disbursements):				
Operating transfers in	-	167,020	8,200	175,220
Operating transfers out	(167,020)	-	-	(167,020)
Advances in	55,000	-	-	55,000
Proceeds of capital leases	67,360	180,000	-	247,360
Total other financing receipts/(disbursements)	(44,660)	347,020	8,200	310,560
Net change in fund cash balances	63,764	38,463	920	103,147
Fund cash balances, January 1, 2011	50,217	399,300	7,063	456,580
Fund cash balances:				
Restricted	-	437,763	7,983	445,746
Unassigned	113,981	-	-	113,981
Fund cash balances, December 31, 2011	\$ 113,981	\$ 437,763	\$ 7,983	\$ 559,727

#### COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES - PROPRIETARY FUND TYPE FOR THE YEAR ENDED DECEMBER 31, 2011

		prietary nd Type
	En	terprise
Operating cash receipts:		
Charges for services	\$	961,316
Contributions and donations		1,965
Total operating cash receipts		963,281
Operating cash disbursements:		
Personal services		423,584
Contractual services		145,705
Supplies and material		125,624
Total operating cash disbursements		694,913
Operating income		268,368
Nonoperating cash receipts/(disbursements):		
Intergovernmental receipts		69,815
Miscellaneous		4,544
Proceeds of bonds		983,000
Capital outlay		(673,077)
Other nonoperating disbursements		(3,772)
Debt service:		
Principal		(517,394)
Interest		(69,378)
Total nonoperating cash receipts/(disbursements)		(206,262)
Income before operating transfers and advances		62,106
Transfers in		46,404
Transfers out		(54,604)
Advances out		(55,000)
Net change in fund cash balances		(1,094)
Fund cash balances, January 1, 2011		239,097
Fund cash balances, December 31, 2011	\$	238,003

#### COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS AND ENCUMBRANCES COMPARED WITH EXPENDITURE AUTHORITY - BUDGET AND ACTUAL FOR THE YEAR ENDED DECEMBER 31, 2011

			R	eceipts								Dis	bursements						
Fund Types	County Certified encumbered Cash	Advances Not Repaid	Budget	Total Estimated Resources	Actual 2011 Receipts	Variance Favorable (Unfavorable	C	rior Year Carryover propriations	2011 Appropria		Total		ctual 2011 bursements	Outs	mbrances standing 2/31/11		Total	F	Variance avorable nfavorable)
Governmental:																			
General	\$ 50,217	\$ 105,000	\$ 834,785	\$ 990,002	\$ 943,794	\$ 109,00	э \$	-	\$ 98	4,000	\$ 984,000	\$	880,030	\$	-	\$	880,030	\$	103,970
Special Revenue	399,300	-	713,994	1,113,294	912,993	198,99	9	-	1,06	8,100	1,068,100		874,530		-		874,530		193,570
Debt Service	7,063	-	20,000	27,063	25,605	5,60	5	-	2	5,000	25,000		24,685		-		24,685		315
Proprietary: Enterprise	 239,097	(105,000)	2,002,400	2,136,497	1,997,229	(5,17	1)		2,08	2,400	2,082,400		2,068,138			_	2,068,138		14,262
Total (Memorandum Only)	\$ 695,677	<u>\$</u> -	\$ 3,571,179	\$ 4,266,856	\$ 3,879,621	\$ 308,44	2\$		\$ 4,15	9,500	\$ 4,159,500	\$	3,847,383	\$		\$	3,847,383	\$	312,117

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 1 - DESCRIPTION OF THE ENTITY

The Village of New Concord, Muskingum County, Ohio (the "Village"), is a body politic and corporate established for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio.

The Village operates under a council-mayor form of government and provides the following services: police protection, fire protection, water, sewer, street maintenance and repair, village court, as well as other general government services.

Management believes the financial statements included in this report represent all of the funds of the Village over which the Village officials are financially accountable.

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The most significant of the Village's accounting policies are described below.

#### A. BASIS OF PRESENTATION - FUND ACCOUNTING

The accounts of the Village are maintained on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts. The following fund types are used by the Village.

#### GOVERNMENTAL FUNDS

#### General Fund

The general fund is used to account for all activities of the Village not required to be included in another fund and the mayor's court. The general fund balance is available to the Village for any purpose provided it is expended or transferred according to the general laws of Ohio.

#### Special Revenue Funds

These funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purposes.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

The Village had the following significant Special Revenue Fund:

*Fire Fund* - This fund receives grants and charges for services monies to provide fire and emergency medical services for the Village.

#### Debt Service Funds

These funds are used to accumulate resources for the payment of indebtedness. The Village had the following Debt Service Fund:

*North Friendship Debt Fund* - This fund accumulates resources via special assessments and transfers in for the repayment of debt.

#### PROPRIETARY FUND TYPE

#### Enterprise Funds

These funds account for operations that are similar to private business enterprises where management intends that the significant costs of providing certain goods or services will be recovered through user charges. The Village had the following significant Enterprise Funds:

*Water Fund* - This fund receives charges for services from residents to cover the cost of providing this utility.

*Sanitary Sewer Fund* - This fund receives charges for services from residents to cover the cost of providing this utility.

Sewer Plant Debt Fund - This fund accumulates resources via transfers for the repayment of sewer related debt.

*WWTP Phase II Improvements Fund* - This fund receives grant and loan proceeds for the purpose of improving the wastewater treatment plant.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

#### B. BASIS OF ACCOUNTING

These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as prescribed or permitted by the Auditor of State.

#### C. <u>BUDGETARY PROCESS</u>

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriation resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds are legally required to be budgeted and appropriated. The primary level of budgetary control is at the fund, department and personal services level. Any budgetary modifications at this level may only be made by resolution of the Village's Council.

#### Tax Budget:

A budget of estimated cash receipts and disbursements is submitted to the County Auditor, as secretary of the County Budget Commission, by July 20 of each year, for the period January 1 to December 31 of the following year. The expressed purpose of the tax budget is to reflect the need for existing (or increased) tax rates.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

#### Estimated Resources:

The County Budget Commission determines if the budget substantiates a need to levy the full amount of authorized property tax rates and reviews receipt estimates. The County Budget Commission certifies its actions to the Village by September 1. As part of this certification, the Village receives the official certificate of estimated resources, which states the projected receipts of each fund. On or about January 1, the certificate is amended to include unencumbered fund balances at December 31 of the preceding year. Further amendments may be made during the year if the Village determined that receipts collected will be greater than or less than the prior estimate, and the Budget Commission finds the revised estimate to be reasonable. Prior to December 31, the Village must revise its budget so that the total contemplated expenditures from a fund during the ensuing fiscal year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation measure. The Village had several amendments to the original estimated certificate during the year ended December 31, 2011.

#### Appropriations:

A temporary appropriation measure to control cash disbursements may be passed on or about January 1 of each year for the period January to March 31. An annual appropriation measure must be passed by April 1 of each year for the period January 1 to December 31. The appropriations measure may be amended or supplemented during the year as new information becomes available. Appropriations may not exceed estimated resources. The Village adopted an appropriation modification during the year ended December 31, 2011.

#### Encumbrances:

As part of the formal budgetary control, purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve the portion of the applicable appropriation.

The Ohio Revised Code requires the Village to reserve (encumber) appropriations when individual commitments are made. Encumbrances outstanding at year end are carried over, and need not be reappropriated. The Village had no outstanding encumbrances at December 31, 2011.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

#### D. Fund Balance

For December 31, 2011, the Village implemented Governmental Accounting Standards Board (GASB) No. 54, "<u>Fund Balance Reporting and Governmental Fund Definitions</u>" which had no effect on fund balances. Under GASB No. 54, fund balances are divided into five classifications based primarily on the extent to which the Village must observe constraints imposed upon the use of its governmental-fund resources. The classifications are as follows:

#### 1. Nonspendable

The Village classifies assets as *nonspendable* when legally or contractually required to maintain the amounts intact.

#### 2. **Restricted**

Fund balance is *restricted* when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws of regulations of other governments; or is imposed by law through constitutional provisions.

#### 3. Committed

Council can *commit* amounts via formal action (resolution). The Village must adhere to these commitments unless the Council amends the resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

#### 4. Assigned

Assigned fund balances are intended for specific purposes, but do not meet the criteria to be classified as *restricted* or *committed*. Governmental funds other than the general fund report all fund balances as *assigned* unless they are restricted or committed. In the general fund, *assigned* amounts represent intended uses established by Village Council or a Village official delegated that authority by resolution, or by State Statute.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

#### 5. Unassigned

Unassigned fund balance is the residual classification for the general fund and includes amounts not included in other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Village applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

#### E. <u>CASH AND CASH EQUIVALENTS</u>

For reporting purposes, the Village considers "Cash and Cash Equivalents" to be cash on hand, demand deposits, and all investments held by the Village with a maturity date less than or equal to three months from the date of purchase. Interest income earned and received by the Village totaled \$1,159 for the year ended December 31, 2011.

#### F. PROPERTY, PLANT AND EQUIPMENT

Capital assets are not capitalized in any of the Village's funds. Instead, capital acquisition and construction costs are recorded as expenditures in the fund in the year expended. The costs of normal maintenance and repairs, along with improvements, are also expended. Depreciation is not recorded by the Village.

#### 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. Unpaid vacation and sick leave are not reflected as liabilities under the cash basis of accounting used by the Village.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

#### H. INTERFUND TRANSACTIONS

During the course of normal operations, the Village had transactions between funds. The most significant include transfers of resources from one fund to another fund. The resources transferred are to be expended for operations by the necessary fund and are recorded as operating transfers. Advances are temporary loans to other funds which will ultimately be repaid.

#### I. INTERGOVERNMENTAL REVENUES

Intergovernmental revenues, such as entitlements and grants awarded on a nonreimbursable basis are recorded when received in accordance with the Village's cash basis method of accounting.

#### J. TOTAL COLUMNS ON FINANCIAL STATEMENTS

Total columns on the financial statements are captioned "Total (Memorandum Only)" to indicate that they are presented only to facilitate financial analysis. Interfund-type eliminations have not been made in the aggregation of this data.

#### NOTE 3 - CASH, CASH EQUIVALENTS AND INVESTMENTS

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

	2011
Deposits: Demand Deposits	\$ 23,450
Investments: Repurchase Agreement	774,280
Total Cash and Investments	<u>\$ 797,730</u>

Deposits: Deposits are insured by the Federal Deposit Insurance Corporation.

*Investments:* The Village's financial institution has pledged securities to the Village's agent to collateralize repurchase agreements. The securities are not in the Village's name. The repurchase agreement is valued at cost.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 3 - CASH, CASH EQUIVALENTS AND INVESTMENTS - (Continued)

*Custodial Credit Risk*: For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Village will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Of the Village's \$774,280 investment in repurchase agreements, the entire balance is collateralized by underlying securities that are held by the investment's counterparty, not in the name of the Village. Ohio law requires the market value of the securities subject to repurchase agreements must exceed the principal value of securities subject to a repurchase agreement by 2%. The Village has no investment policy dealing with investment custodial risk beyond the requirement in State statute that prohibits payment for investments prior to the delivery of the securities representing such investments to the Treasurer or qualified trustee.

#### **NOTE 4 - PROPERTY TAX**

Real property taxes become a lien on January 1 preceding the October 1 date for which the Council 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.

Public utilities are also taxed on personal and real property located within the Village.

Tangible personal property tax is assessed by the property owners, who must file a list of such property to the County by each April 30.

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

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 5 - SHORT-TERM DEBT OBLIGATIONS**

Transactions for the year ended December 31, 2011 are summarized as follows:

	Balance <u>12/31/2010</u>	Proceeds	Payments	Balance <u>12/31/2011</u>
2010 Real Estate Bond Anticipation Note	\$ 25,000	<u>\$ -</u>	<u>\$ (25,000)</u>	<u>\$</u>

#### NOTE 6 - LONG-TERM DEBT OBLIGATIONS

At December 31, 2011, long-term debt obligations consisted of the following issuances:

	Balance at
Description	December 31, 2011
Governmental Fund Type:	
2007 Dump Truck Note, due in semiannual payments of \$6,936 through 2012 at a rate of 4.44%.	\$ 13,238
2004 Various Purpose General Obligation Bonds, due in annual payments of varying amounts through 2018 at a rate of 4.5%.	410,000
1994 Ohio Water Development Authority (OWDA) North Friendship Loan, due in semiannual payments of \$12,084 through 2015 at a rate	
of 4.56%.	77,380
Total Governmental Fund Type debt obligations	\$ 500,618

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 6 - LONG-TERM DEBT OBLIGATIONS - (Continued)

Description	Balance at December 31, 2011
Proprietary Fund Type:	<u>December 31, 2011</u>
2011 Sewer Plant Bond, due in semiannual payments of \$19,405 through 2025 at a rate of 4.125%.	\$ 408,000
2011 United States Department of Agriculture Bond due in annual payments of varying amounts through 2051 at a rate of 2.25%.	575,000
2009 Ohio Public Works Commission (OPWC) West End Sewer Loan, due in semiannual payments of \$4,258 at 0% interest through 2040.	242 724
2040. 2009 OWDA Wastewater Treatment Plant Phase II Improvement	242,724
Loan, upon completion of the project, the loan will be due in semiannual installments of varying amounts, bearing interest of 1%.	13,217
2008 Sludge Press Note, due in annual payments of \$16,446 through 2018 at a rate of 5.25%.	94,046
2006 OWDA Sanitary Sewer Replacement Loan, due in semiannual payments of \$4,294 through 2027 at a rate of 1%.	123,020
2002 OWDA Wastewater Treatment Plant Improvements Loan due in semiannual payments of \$5,823 at 0% interest through 2023.	133,923
1994 OWDA Water Improvement Loan, due in semiannual payments of \$46,269 through 2021 at a rate of 5.85%.	659,755
Total Proprietary Fund Type debt obligations	\$ 2,249,685

Transactions for the year ended December 31, 2011, are summarized as follows:

Governmental Fund Type	Balance			Balance
Description	12/31/2010	Proceeds	Payments	12/31/2011
2007 Dump Truck Note 2004 Various Purpose General Obligation Bonds OWDA Loan-North Friendship	\$ 25,957 460,000 97,334	\$ - - -	\$ (12,719) (50,000) (19,954)	\$ 13,238 410,000 77,380
Total Governmental Fund Type debt obligations	\$ 583,291	<u>\$</u> -	<u>\$ (82,673)</u>	\$ 500,618

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 6 - LONG-TERM DEBT OBLIGATIONS - (Continued)**

Enterprise Fund Type Description	Balance 2/31/2010	Proceeds	_1	Payments	_1	Balance 2/31/2011
OPWC Loan - West End Sewer 2009	\$ 246,982	\$ -	\$	(4,258)	\$	242,724
OWDA Loan - Wastewater Treatment Plant						
Phase II Improvements 2009	17,582	-		(4,365)		13,217
2008 Sludge Press	104,908	-		(10,862)		94,046
OWDA Loan-Sanitary Sewer Replacement 2006	130,323	-		(7,303)		123,020
OWDA Loan-Wastewater Treatment Plant						
Improvement 2002	145,569	-		(11,646)		133,923
OWDA Loan-Water Improvement 1994	710,715	-		(50,960)		659,755
1985 Sewer USDA Mortgage Revenue Bonds	428,000	-		(428,000)		-
2011 Sewer Plant Bond	-	408,000		-		408,000
2011 USDA Bond	 	575,000				575,000
Total Enterprise Fund Type debt obligations	\$ 1,784,079	\$ 983,000	\$	(517,394)	\$	2,249,685
Total All Funds	\$ 2,367,370	\$ 983,000	\$	600,067	\$	2,750,303

Capital lease payments are included in principal and interest on the financial statements. Principal payments in 2011 were \$40,856 in the governmental fund type - special revenue funds. See Note 7 for additional information regarding the Village's capital leases.

The principal and interest requirements to retire the debt obligations outstanding at December 31, 2011, are as follows:

	2007					
Year Ending	Dump Truck Note					
December 31,	Principal	Interest				
2012	\$ 13,238	\$ 634				
Total	<u>\$ 13,238</u>	<u>\$ 634</u>				

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

### NOTE 6 - LONG-TERM DEBT OBLIGATIONS - (Continued)

	2004 Various			OWDA North				
Year Ending	Pur	pose Gene	eral C	<b>bligation</b>		Friendship Loan		
December 31,		Во	nds		P	rincipal	Interest	
	P	rincipal	I	nterest		_		
2012	\$	50,000	\$	19,976	\$	20,874	\$	3,294
2013		55,000		17,726		21,837		2,331
2014		55,000		15,250		22,844		1,324
2015		60,000		12,500		11,825		259
2016		60,000		9,500		-		-
2017 - 2021		130,000		9,750				
Total	\$	410,000	\$	84,702	\$	77,380	\$	7,208

Year Ending	OPV	2009 VC West d Sewer	20	08 Sludge	e Pre	ss Note
December 31,	Pr	incipal	Pr	Principal		nterest
2012 2013 2014	\$	8,516 8,516 8,516	\$	11,441 12,037 12,690	\$	5,005 4,409 3,756
2015 2016		8,516 8,516		13,656 14,077		2,790 2,369
2017 - 2021 2022 - 2026		42,580 42,580		30,145		2,747 -
2027 - 2031 2032 - 2036 2037 - 2041		42,580 42,580 29,824		-		-
Total	\$	242,724	\$	94,046	\$	21,076

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

### NOTE 6 - LONG-TERM DEBT OBLIGATIONS - (Continued)

Year Ending	Sar	2006 OWDA Sanitary Sewer Replacement			2002 OWDA <u>Wastewater Treatment Plant</u>
December 31,	I	Principal		Interest	Principal
2012	\$	7,376	\$	1,212	\$ 11,646
2013		7,450		1,138	11,646
2014		7,524		1,064	11,646
2015		7,600		988	11,646
2016		7,676		912	11,646
2017 - 2021		39,548		3,392	58,230
2022 - 2026		41,573		1,367	17,463
2027 - 2031		4,273		21	<u> </u>
Total	\$	123,020	\$	10,094	\$ 133,923

	199	4 OWDA	2011	Sewer				
Year Ending	Water Imp	provement Loan	Pla	Plant Bond		2011 USDA Bond		
December 31,	Principa	l Interest	Principal	Interest	Principal	Interest		
2012	\$ 53,94	2 \$ 38,596	\$ 21,926	\$ 16,884	\$-	\$ 11,680		
2013	57,09	35,441	22,897	15,913	9,400	12,937		
2014	60,43	32,100	23,865	14,945	9,500	12,726		
2015	63,97	28,564	24,874	13,936	9,800	12,512		
2016	67,71	6 24,822	25,870	12,940	10,000	12,292		
2017 - 2021	356,58	59,833	146,985	47,065	53,600	57,976		
2022 - 2026			141,583	13,657	59,800	51,673		
2027 - 2031			-	-	66,900	44,632		
2032 - 2036			-	-	74,700	36,762		
2037 - 2041			-	-	83,600	27,969		
2042 - 2046			-	-	93,300	18,137		
2047 - 2051					104,400	7,149		
Total	\$ 659,75	<u>\$ 219,356</u>	\$ 408,000	\$ 135,340	\$ 575,000	\$ 306,445		

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 6 - LONG-TERM DEBT OBLIGATIONS - (Continued)**

Year Ending	Total			
December 31,	F	Principal	Interest	
2012 2013 2014 2015	\$	198,959 205,880 212,023 211,891	\$	97,281 89,895 81,165 71,549
2016 2017 - 2021		205,501 857,676		62,835 180,763
2022 - 2026 2027 - 2031		302,999 113,753		66,697 44,653
2032 - 2036 2037 - 2041 2042 - 2046		117,280 113,424 93,300		36,762 27,969 18,137
2047 - 2051		104,400		7,149
Total	\$	2,737,086	\$	784,855

On September 30, 2009, Ohio Water Development Authority (OWDA) disbursements originated on the Wastewater Treatment Plant Phase II Improvements Loan. At December 31, 2011, \$21,905 of principal had been disbursed. The loan is not yet finalized, thus no amortization exists; however, the Village was required to make semiannual principal payments starting in 2010. The loan balance at December 31, 2011 of \$13,217 is therefore not included in the above table.

#### NOTE 7 - CAPITALIZED LEASES - LESSEE DISCLOSURE

In a prior year, the Village entered into a capitalized lease for a fire truck and pumper apparatus. During 2011, the Village entered into capital leases for a dump truck, a police cruiser and an emergency squad vehicle. The accompanying principal and interest payments are recognized within Special Revenue Funds principal and interest line items in the amount of \$40,856 and \$16,398, respectively, for 2011.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 7 - CAPITALIZED LEASES - LESSEE DISCLOSURE - (Continued)

Future lease payments are as follows:

Year Ended December 31,	Lease	Payments
2012	\$	104,302
2013		102,019
2014		110,976
2015		99,933
2016		98,890
2017 - 2018		183,407
Total minimum lease payments		699,527
Less: amount representing interest		(102,472)
Present value of minimum lease payments	\$	597,055

The leases meet the criteria of a capital lease as defined by the Statement of Financial Accounting Standards No. 13, "Accounting for Leases," which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee.

#### NOTE 8 - LOCAL INCOME TAX

This locally levied tax of 1.0% applies to gross salaries, wages, and other personal service compensation earned by residents both in and out of the Village, as well as earnings of nonresidents (except certain transients) earned within the Village. It also applies to the net income of business organizations located within the Village. Income tax receipts are credited to the Village's General Fund and amounted to \$570,621.

#### **NOTE 9 - RETIREMENT SYSTEMS**

Certain Village employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. This plan provides retirement benefits, including post-retirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code. The Village's Police, Fire and Emergency Medical Services employees belong to the Ohio Police & Fire Pension Fund (OP&F).

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 9 - RETIREMENT SYSTEMS**

Contribution rates are also prescribed by the Ohio Revised Code. For 2011, OPERS members contributed 10% of their gross salaries. The Village contributed an amount equal to 14% of participants' gross salaries. For 2011, OP&F members contributed 10% of their gross salaries. The Village contributed an amount equal to 19.5% and 24% for police and fire, respectively, for the year ended December 31, 2011. The Village has paid all contributions required under both plans through December 31, 2011.

#### **NOTE 10 - RISK MANAGEMENT**

The Village has obtained commercial insurance for the following risks:

- General liability and casualty
- Public official's liability
- Property (fleet and fire)

The Village also provides health, life, disability, and prescription insurance to full-time employees through a private carrier. The Village has obtained commercial insurance for the following: Property, Liability, Automobile Liability, Employee Dishonesty, Theft, all with various deductibles.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 11 - INTERFUND TRANSACTIONS

The Village had the following interfund transactions for the year ended December 31, 2011:

Fund Type/Fund	Transfers In	Transfers Out
General	<u>\$                                    </u>	\$ 167,020
Special Revenue Funds: Street Construction, Maintenance and Beneir	120.000	
Street Construction, Maintenance and Repair Fire	120,000 40,020	-
Recreation	7,000	<u> </u>
Total Special Revenue Funds	167,020	
Debt Service Fund:		
North Friendship Debt	8,200	
Total Debt Service Fund	8,200	
Enterprise Funds:		
Sanitary Sewer	-	54,604
Sewer Debt	41,400	-
WWTP Reserve	5,004	
Total Enterprise Funds	46,404	54,604
Total	\$ 221,624	\$ 221,624

The Village had the following interfund transactions for the year ended December 31, 2010:

Fund Type/Fund	<u>Adv</u>	ances In	Advances Out		
General	\$	55,000	\$		
Enterprise Fund					
Water		-		35,000	
Sewer		-		20,000	
Total Enterprise Funds				55,000	
Total	\$	55,000	\$	55,000	

The above transfers were made in accordance with the Ohio Revised Code Sections 5705.14, 5705.15 and 5705.16.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

### NOTE 12 - CONTINGENT LIABILITY

#### **LITIGATION**

The Village is not currently involved in litigation.

## SUPPLEMENTARY DATA

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED DECEMBER 31, 2011

SUB G	RAL GRANTOR/ RANTOR/ RAM TITLE	CFDA NUMBER	PASS-THROUGH GRANT NUMBER	F	(A) CASH EDERAL JRSEMENTS
	EPARTMENT OF AGRICULTURE ED THROUGH THE				
(B) (B)	Water and Waste Disposal Systems for Rural Communities Water and Waste Disposal Systems for Rural Communities	10.760 10.760	N/A N/A	\$	575,000 69,815
	Total U.S. Department of Agriculture and Water and Waste Disposal System	ns for Rural Communities			644,815
	Total Federal Financial Assistance			\$	644,815

(A) This schedule was prepared on the cash basis of accounting.(B) This grant was received directly from the federal government.



# Julian & Grube, Inc.

Serving Ohio Local Governments

333 County Line Rd. West, Westerville, OH 43082 Phone: 614.846.1899 Fax: 614.846.2799

#### Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards*

Village of New Concord 2 West Main Street P.O. Box 10 New Concord, Ohio 43762

To the Members of Council and Mayor:

We have audited the financial statements of the Village of New Concord, Muskingum County, Ohio, as of and for the year ended December 31, 2011, and have issued our report thereon dated March 14, 2012, wherein we noted the Village of New Concord 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. As described in Note 2, the Village of New Concord adopted Governmental Accounting Standards Board Statement No. 54, "<u>Fund Balance Reporting and Governmental Fund Type Definitions</u>". 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 of New Concord'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 Village of New Concord's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Village of New Concord's internal control over financial reporting. accordingly, we have not opined on the effectiveness of the Village of New Concord'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 Village of New Concord's financial statements will not be prevented, or detected and timely corrected.

Members of Council and Mayor Village of New Concord

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section as 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.

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

As part of reasonably assuring whether the Village of New Concord'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 Council, management, and federal awarding agencies and pass-through entities, and others within the Village of New Concord. We intend it for no one other than these specified parties.

Julian & Sube the.

Julian & Grube, Inc. March 14, 2012



# Julian & Grube, Inc.

Serving Ohio Local Governments

333 County Line Rd. West, Westerville, OH 43082 Phone: 614.846.1899 Fax: 614.846.2799

#### Independent Accountants' Report on Compliance With Requirements Applicable to Its Major Federal Program and on Internal Control Over Compliance Required by *OMB Circular A-133*

Village of New Concord 2 West Main Street P.O. Box 10 New Concord, Ohio 43762

#### Compliance

We have audited the compliance of the Village of New Concord with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133*, *Compliance Supplement* that could directly and materially affect the Village of New Concord's major federal program for the year ended December 31, 2011. The summary of auditor's results section of the accompanying schedule of findings identifies the Village of New Concord's major federal program. The Village of New Concord's management is responsible for complying with the requirements of laws, regulations, contracts, and grants applicable to each major federal program. Our responsibility is to express an opinion on the Village of New Concord's compliance based on our audit.

Our compliance audit followed auditing standards generally accepted in the United States of America; the standards applicable to financial audits included in the Comptroller General of the United States' *Government Auditing Standards*; 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 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 Village of New Concord's compliance with these requirements and performing other procedures we considered necessary in the circumstances. We believe our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Village of New Concord's compliance states.

In our opinion, the Village of New Concord complied, in all material respects, with the requirements referred to above that could directly and materially affect its major federal program for the year ended December 31, 2011.

#### Internal Control Over Compliance

The Village of New Concord's management is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Village of New Concord'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 opining on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of opining on the effectiveness of internal control over compliance. Accordingly, we have not opined on the effectiveness of the Village of New Concord's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, when performing their assigned functions, to prevent, or to timely detect and correct, noncompliance with a federal program compliance requirement. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a federal program compliance requirement will not be prevented, or timely detected and corrected.

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

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

Julian & Sube the

Julian & Grube, Inc. March 14, 2012

#### SCHEDULE OF FINDINGS OMB CIRCULAR A-133 § .505 DECEMBER 31, 2011

	1. SUMMARY OF AUDITOR'S RESULTS						
(d)(1)(i)	Type of Financial Statement Opinion	Unqualified					
( <i>d</i> )(1)(ii)	Were there any material control weaknesses reported at the financial statement level (GAGAS)?	No					
(d)(1)(ii)	Were there any significant deficiencies in internal control 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 weaknesses reported for major federal programs?	No					
(d)(1)(iv)	Were there any significant deficiencies in internal control 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(a)?	No					
(d)(1)(vii)	Major Program (listed):	Water and Waste Disposal Systems for Rural Communities, CFDA #10.760					
(d)(1)(viii)	Dollar Threshold: Type A/B Programs	Type A: > \$300,000 Type B: all others					
(d)(1)(ix)	Low Risk Auditee?	No					

#### SCHEDULE OF FINDINGS OMB CIRCULAR A-133 § .505 DECEMBER 31, 2011

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

None

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

None



# Dave Yost • Auditor of State

#### VILLAGE OF NEW CONCORD

#### **MUSKINGUM COUNTY**

#### **CLERK'S CERTIFICATION**

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

Susan Babbett

**CLERK OF THE BUREAU** 

CERTIFIED MAY 17, 2012

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