

**CLARK COUNTY - SPRINGFIELD  
TRANSPORTATION COORDINATING COMMITTEE**

**Financial Statements**

**Year Ended June 30, 2003**

**with**

**Independent Auditors' Report**





**Auditor of State  
Betty Montgomery**

Board of Directors  
Clark County Springfield Transportation Coordinating Committee

We have reviewed the Independent Auditor's Report of the Clark County Springfield Transportation Coordinating Committee, Clark County, prepared by Clark, Schaefer, Hackett & Co. for the audit period July 1, 2002 through June 30, 2003. 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.

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 Clark County Springfield Transportation Coordinating Committee is responsible for compliance with these laws and regulations.

*Betty Montgomery*

BETTY MONTGOMERY  
Auditor of State

December 9, 2003

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**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

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Clark, Schaefer, Hackett & Co.  
CERTIFIED PUBLIC ACCOUNTANTS  
BUSINESS CONSULTANTS

Independent Auditors' Report

To the Members and Board of Directors  
Clark County - Springfield Transportation Coordinating Committee  
Springfield, Ohio

We have audited the accompanying general purpose financial statements of Clark County - Springfield Transportation Coordinating Committee, as of and for the year ended June 30, 2003, as listed in the table of contents. The general purpose financial statements are the responsibility of Clark County - Springfield Transportation Coordinating Committee's management. Our responsibility is to express an opinion on the general purpose 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 *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about 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 that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Clark County - Springfield Transportation Coordinating Committee, as of June 30, 2003, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 12, 2003 on our consideration of the Clark County - Springfield Transportation Coordinating Committee's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the general purpose financial statements of the Clark County - Springfield Transportation Coordinating Committee, taken as a whole. The accompanying schedule of federal awards expenditures is presented for purposes of additional analysis as required by 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 general-purpose financial statements. The accompanying information listed as supplemental schedules in the table of contents is also presented for purposes of additional analysis and is not a required part of the general-purpose financial statements.

Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

*Clark, Schaefer, Hackett & Co.*  
Springfield, Ohio  
September 12, 2003



**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**  
 Combined Balance Sheet - All Governmental Fund Types and Account Groups  
 June 30, 2003

	<u>Governmental Fund Types</u>		<u>Account Groups</u>		<u>Total</u>
	<u>General</u>	<u>Special</u>	<u>General</u>	<u>General</u>	<u>(Memorandum Only)</u>
	<u>Fund</u>	<u>Revenue Fund</u>	<u>Fixed Assets</u>	<u>Long-Term Obligations</u>	
<u>Assets and Other Debits:</u>					
Cash	\$ 112,572	78,535	-	-	191,107
Grants receivable	1,696	49,318	-	-	51,014
Inventory	3,448	-	-	-	3,448
Property, plant and equipment	-	-	99,900	-	99,900
<u>Other Debits:</u>					
Amount to be provided from general government resources	-	-	-	44,105	44,105
 Total assets and other debits	 \$ <u>117,716</u>	 <u>127,853</u>	 <u>99,900</u>	 <u>44,105</u>	 <u>389,574</u>
<u>Liabilities:</u>					
Accounts payable	\$ -	6,323	-	-	6,323
Accrued personnel costs	517	6,775	-	44,105	51,397
Deferred revenues	<u>29,932</u>	<u>81,702</u>	<u>-</u>	<u>-</u>	<u>111,634</u>
 Total liabilities	 <u>30,449</u>	 <u>94,800</u>	 <u>-</u>	 <u>44,105</u>	 <u>169,354</u>
<u>Fund Equity and Other Credits:</u>					
Investment in general fixed assets	-	-	99,900	-	99,900
<u>Fund Balance:</u>					
Reserved for inventory	3,448	-	-	-	3,448
Unreserved	<u>83,819</u>	<u>33,053</u>	<u>-</u>	<u>-</u>	<u>116,872</u>
 Total fund balance and other credits	 <u>87,267</u>	 <u>33,053</u>	 <u>99,900</u>	 <u>-</u>	 <u>220,220</u>
 Total liabilities, fund equity and other credits	 \$ <u>117,716</u>	 <u>127,853</u>	 <u>99,900</u>	 <u>44,105</u>	 <u>389,574</u>
	-	-	-	-	-

See notes to the general purpose financial statements.

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**  
 Combined Statement of Revenues, Expenditures and Changes in  
 Fund Balance - All Governmental Fund Types  
 Year Ended June 30, 2003

	<u>Governmental Fund Types</u>		<u>Total</u>
	<u>General</u>	<u>Special Revenue</u>	<u>(Memorandum Only)</u>
Revenues:			
Grants - federal, state and local	\$ 80,166	423,352	503,518
Total revenues	<u>80,166</u>	<u>423,352</u>	<u>503,518</u>
Expenditures:			
Personnel	24,962	161,667	186,629
Other	2,484	51,641	54,125
Indirect costs	<u>27,328</u>	<u>176,991</u>	<u>204,319</u>
Total expenditures	<u>54,774</u>	<u>390,299</u>	<u>445,073</u>
Excess of revenues over(under) expenditures	25,392	33,053	58,445
Fund balance, July 1, 2002	<u>61,875</u>	-	<u>61,875</u>
Fund balance, June 30, 2003	\$ <u>87,267</u>	<u>33,053</u>	<u>120,320</u>

See notes to the general purpose financial statements.

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**  
 Combined Statement of Revenues, Expenditures and Changes in Fund Balances -  
 Budget and Actual - All Governmental Fund Types  
 Year Ended June 30, 2003

	General Fund			Special Revenue Fund		
	Budget	Actual	Variance	Budget	Actual	Variance
			Favorable (Unfavorable)			Favorable (Unfavorable)
Revenues:						
Grants - federal, state and local	<u>\$117,670</u>	<u>80,166</u>	<u>(37,504)</u>	<u>465,526</u>	<u>423,352</u>	<u>(42,174)</u>
Total revenues	<u>117,670</u>	<u>80,166</u>	<u>(37,504)</u>	<u>465,526</u>	<u>423,352</u>	<u>(42,174)</u>
Expenditures:						
Personnel	46,050	24,962	21,088	168,950	161,667	7,283
Other	43,990	2,484	41,506	195,206	51,641	143,565
Indirect costs	<u>27,630</u>	<u>27,328</u>	<u>302</u>	<u>101,370</u>	<u>176,991</u>	<u>(75,621)</u>
Total expenditures	<u>117,670</u>	<u>54,774</u>	<u>62,896</u>	<u>465,526</u>	<u>390,299</u>	<u>75,227</u>
Revenues over (under) expenditures	<u>-</u>	<u>25,392</u>	<u>25,392</u>	<u>-</u>	<u>33,053</u>	<u>33,053</u>
Fund balance, July 1, 2002	<u>51,409</u>	<u>51,409</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund balance, June 30, 2003	<u>\$ 51,409</u>	<u>76,801</u>	<u>25,392</u>	<u>-</u>	<u>33,053</u>	<u>33,053</u>

See notes to the general purpose financial statements.

# CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE

Notes to the General Purpose Financial Statements

June 30, 2003

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## 1. Summary of Significant Accounting Policies:

### Reporting entity

The Clark County - Springfield Transportation Coordinating Committee (CCTCC) was organized in 1964 by a resolution of the Clark County Board of Commissioners to initiate and guide activities necessary for a comprehensive transportation plan in the Clark County - Springfield, Ohio metropolitan region. Effectively, the Transportation Coordinating Committee appointed a committee coordinator and staffed the Clark County - Springfield Transportation Coordinating Study. The Committee is the main policy making body which establishes all non-technical policies, reviews staff proposals and approves budgets and work programs.

### Basis of presentation - fund accounting

The general purpose financial statements have been prepared on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized in the period when measurable and available to meet obligations incurred during the year. Measurable means the amount of the transaction can be determined and available means the resources will be collected within the current fiscal year or soon enough thereafter to be used to pay liabilities of the current fiscal year. For CCTCC, available means expected to be received within sixty days of year-end.

Fund accounting is employed for financial reporting purposes. A description of the fund types and account groups follows:

General Fund - accounts for all revenues and expenditures except for those required to be accounted for in other funds.

Special Revenue Fund - accounts for grant and contract revenues that are legally restricted to expenditures for specified purposes.

General Fixed Assets Account Group - accounts for general fixed assets of CCTCC. Capital assets are treated as expenditures in the governmental funds and are recorded at cost in the General Fixed Asset account group. No depreciation is recorded for financial reporting purposes. This group is not a "fund" in the sense that it does not measure the results of operations, but rather serves as a custodial account for the assets of CCTCC.

General Long-Term Obligations Group - accounts for all unmatured long-term liabilities of CCTCC. This group consists solely of long-term liabilities for compensated absences.

### Basis of reporting

The pyramid approach to governmental financial reporting is used. Under CCTCC's adaptation of this approach, combined overview financial statements are used to present data separately for the general fund, the special revenue fund, the general fixed asset account group and the general long-term obligations group. Supplemental information is also reported to provide grantor agencies with information necessary for them to determine compliance with the financial portions of the grant agreements.

# CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE

## Notes to the General Purpose Financial Statements

June 30, 2003

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### Accounting System

CCTCC maintains its own set of accounting records. The Clark County Auditor acts as the fiscal agent for the agency. These financial statements were prepared from the accounts and financial records of CCTCC and, accordingly, these financial statements do not present the financial position or results of the operations of Clark County.

### Inventories

Office supply inventories are carried at cost. Cost is determined on a first in, first out basis. The cost of inventory items is recorded as expenditures when purchased. Reported supplies inventory is equally offset by a fund balance reserve indicating that it does not constitute available expendable resources even though it is a component of net current assets.

### Compensated Absences

A liability for employee leave benefits is accrued if the employees' right to receive compensation for future absences is attributable to services already rendered; the obligation relates to rights that vest or accumulate; payment of the compensation is probable; and the amount can be reasonably estimated.

CCTCC has recorded a liability for accumulated unused vacation time when earned for employees. A liability for accumulated unused sick leave has been recognized for employees who are likely to retire from the agency. Vacation leave taken in early fiscal year 2003, paid with available resources, was reported as a general fund liability in fiscal year 2002. The long-term portion of the vacation leave liability along with the sick leave liability is reported in the General Long-Term Obligations Account Group.

### Depreciation

Prior to July 1, 1996, depreciation was computed using the straight-line method over five years. Beginning on July 1, 1997, CCTCC ceased recording depreciation due to converting to the governmental reporting model. All capital expenditures are recorded as capital outlays in the general fund as an asset, at cost, in the general fixed asset account group. Depreciation was calculated and included in the indirect cost pool for purposes of indirect cost reimbursement only.

### Deferred revenue

Deferred revenue represents state and local matching funds received in advance. State and local matching funds are recognized as income in the period to which the grant applies.

### Income taxes

As a governmental entity, CCTCC is not subject to federal, state or local income taxes.

### Pooled Cash

As required by Ohio Revised Code, the Clark County Auditor acts as the fiscal agent for CCTCC's and the cash is held and invested by the Clark County Treasurer. The agency's assets are held in

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

Notes to the General Purpose Financial Statements

June 30, 2003

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the County's cash and investment pool. At year-end, the reconciled carrying amount on the County Auditor's records for CCTCC's cash balance was \$191,107.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Total Columns on General Purpose Financial Statements

Total columns on the general purpose financial statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or cash flows in conformity with accounting principles generally accepted in the United States of America. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

2. Grant Revenue:

CCTCC is under contract with various funding sources including the Federal Highway Administration, the Federal Transportation Administration (FTA) and the Ohio Department of Transportation (ODOT). The City of Springfield, Clark County Engineers and West Central Ohio Port Authority each contribute, annually, \$20,000, \$30,000 and \$5,000, respectively to provide local matching revenues for grant programs.

3. Indirect Costs:

Fringe benefits, payroll related and general and administrative indirect costs are invoiced at provisional rates. During the audit period the provisional rate was 135%. A schedule of indirect cost rate is included in this report.

4. Operating Lease:

The Committee, through Clark County, leases office space from the City of Springfield, under an operating lease expiring March 31, 2007, for the sum of \$11,229 per year subject to CPI adjustment annually. Lease expense for fiscal year 2003 was \$11,228.

Minimum future rental payments under the lease for fiscal years end June 30 are as follows:

2004	\$ 11,913
2005	12,270
2006	12,639
2007	<u>9,764</u>
	\$ <u>46,586</u>

## CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE

Notes to the General Purpose Financial Statements

June 30, 2003

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### 5. Compensated Absences:

Accumulated vested vacation pay is recorded as a liability on the balance sheet at the employee's current rate of pay. The total liability associated with accrued vacation leave for fiscal year 2003 is \$32,852; \$3,494 reported as a fund liability and \$29,358 reported in the General Long-Term Obligations Account Group.

A full-time employee accumulates one and one quarter days of sick pay per month. Twenty-five percent of the sick pay, up to a maximum of 30 days, will be paid upon retirement after 10 years of service. The liability accrued for sick leave at June 30, 2003 is \$14,747, all of which is reported in the General Long-Term Obligations Account Group.

### 6. Insurance:

CCTCC is exposed to various risks of loss related to torts, theft of or damage to, and destruction of assets, errors or omissions, injuries to employees and natural disasters. Clark County maintains comprehensive insurance coverage with County Risk Sharing Authority (CORSA) for liability, property and crime insurance that covers CCTCC. CORSA was formed as an Ohio non-profit corporation for the purpose of establishing a group primary and excess insurance/self insurance and risk management program. Member counties agree to jointly participate in coverage of losses and pay all contributions necessary for the specified insurance coverage provided by CORSA.

Settled claims have not exceeded this coverage in any of the past three years, and there has been no significant reduction in coverage from the prior fiscal year.

### 7. Contingency:

Under the terms of federal grants, periodic audits are required and certain costs may be questioned as not being appropriate expenditures under the terms of the grants. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount or expenditures which may be disallowed by the grantor cannot be determined at this time, although CCTCC expects such amounts, if any, to be immaterial.

### 8. Cost Allocation Plan:

A cost allocation plan is prepared annually by CCTCC. The plan, which includes fringe benefit and indirect costs, is used for the purpose of determining provisional allocation rates and is prepared in accordance with the provisions of Federal Management Circular (FMC) A-87 and the U.S. Department of Health and Human Services' Circular OASC-10. The plan is submitted to the Federal Highway Administration through the Ohio Department of Transportation, for approval and authorization of negotiated provisional rates, which are used for billing purposes during the fiscal year. These provisional rates are subject to audit at the end of each fiscal year. If the actual rates are less than the provisional rates, CCTCC must credit any over-billed amounts to the following year's cost pool. Conversely, CCTCC may recover under-billed amounts in the following year's cost pool. Adjustments as a result of a change in the rates are recognized for financial reporting purposes when determined.

Following are summaries of the accounting treatment and rate experience for fringe benefit and indirect cost for 2003:

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

Notes to the General Purpose Financial Statements

June 30, 2003

Fringe Benefits - Fringe benefit costs are recorded in the general fund and allocated to the special revenue funds in accordance with the approved cost allocation plan, based upon a provisional rate approved by an oversight grantor agency. The 2003 fringe benefit costs were allocated at a provisional rate of 75% of the productive direct and indirect labor dollars. The actual fringe benefit cost rate was 69.67%.

Indirect Costs - Administrative costs are recorded in the general fund as indirect costs and allocated to the special revenue funds in accordance with the approved cost allocation plan, based upon a provisional rate approved by an oversight agency. The 2003 indirect costs were allocated at a provisional rate of 60% of direct labor dollars, including fringe benefits at the start of the year. The actual indirect cost rate was 39.81%.

As a result of CCTCC having actual rates in excess of provisional rates in prior fiscal years, the provisional rate for fiscal year 2003 was increased to recover those excess costs incurred in prior years. The net result of the provisional rate adjustment is as follows:

	Actual Cost Rate	Provisional Cost Rate	Actual Costs	Recovered Costs	Variance
Fringe Benefits:					
2001	73%	52%	\$119,683	\$ 85,532	\$ (34,151)
2002	72%	60%	124,058	103,205	(20,853)
2003	70%	75%	<u>130,033</u>	<u>139,972</u>	<u>9,939</u>
Total Fringe Benefits			373,774	328,709	(45,065)
Indirect Costs:					
2001	41%	50%	68,141	82,242	14,101
2002	41%	50%	71,229	86,005	14,776
2003	40%	60%	<u>74,286</u>	<u>111,977</u>	<u>37,691</u>
Total Indirect Costs			213,656	280,224	66,568
Net Result			<u>\$ 587,430</u>	<u>\$ 608,933</u>	<u>\$ 21,503</u>

Per the agreement with ODOT, the fringe benefit provisional rate and indirect cost provisional rate will be adjusted in the cost allocation plan of fiscal year 2005 to be proportional to actual costs and prevent recovering costs in excess of the actual costs incurred.

**9. Defined Benefit Pension Plans:**

All of the CCTCC's full-time employees participate in a cost sharing, multiple employer defined benefit pension plan.

Ohio Public Employees Retirement System (the "PERS of Ohio")

The following information was provided by the PERS of Ohio to assist the Commission in complying with GASB Statement No. 27, "Accounting for Pensions by State and Local Government Employers."

All employees of CCTCC participate in the PERS of Ohio, a cost sharing, multiple employer defined benefit pension plan. The PERS of Ohio provides retirement and disability benefits,



**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

Notes to the General Purpose Financial Statements

June 30, 2003

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annual cost-of-living adjustments and death benefits to plan members and beneficiaries. Chapter 145 of the Ohio Revised Code provides statutory authority to establish and amend benefits. PERS issues a stand-alone financial report, which may be obtained by writing to the Ohio Public Employees Retirement System, 277 East Town Street, Columbus, Ohio 43215-4642 or calling (614)222-6705 or 1-800-222-7377(PERS).

The Ohio Revised Code provides statutory authority for employee and employer contributions. Plan members are required to contribute 8.5% of their annual covered salary. The 2002 employer contribution rate was 13.55% of covered payroll. The contribution requirements of plan members and the CCTCC are established and may be amended by the Public Employees Retirement Board. CCTCC's required contributions to PERS of Ohio for the years ending June 30, 2003, 2002, and 2001 were \$38,268, \$36,472 and \$27,996, respectively. All required contributions had been made at fiscal year end.

10. Other Post-Employment Benefits (OPEB):

In addition to the pension benefits described previously, PERS provides post-retirement health care coverage commonly referred to as OPEB (other post-employment benefits). For this system, the Ohio Revised Code provides the authority for public employers to fund post-retirement health care through their contributions.

The PERS of Ohio provides post-employment health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit and to primary survivor recipients of such retirees. Health care coverage for disability recipients is also available. A portion of each employer's contribution to the PERS of Ohio is set aside for the funding of post retirement health care. The Ohio Revised Code provides statutory authority for employer contributions. The 2002 contribution rate for local government employer units was 13.55% of covered payroll; 5.0% was the portion that was used to fund health care for the year.

The Ohio Revised Code provides the statutory authority requiring public employers to fund postretirement health care through their contributions to PERS.

**Actuarial Review:** The following assumptions and calculations were based on the System's latest Actuarial Review as of December 31, 2001.

**Funding Method:** An entry age normal actuarial cost method of valuation is used in determining the present value of OPEB. The difference between assumed and actual experience (actual gains and losses) becomes part of the unfunded actuarial accrued liability.

**Assets Valuation Method:** All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Under this approach, assets are adjusted annually to reflect 25% of unrealized market appreciation or depreciation on investment assets.

**Investment Return:** The investment assumption rate for 2001 was 8%

**Active Employee Total Payroll:** An annual increase of 4.0% compounded annually, is the base portion of the individual pay increase assumption. This assumes no change in the number of active employees. Additionally, annual pay increases, over and above the 4.0% base increase, were assumed to range from 0.50% to 6.3%.

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

Notes to the General Purpose Financial Statements

June 30, 2003

**Health Care:** Health care costs were assumed to increase 4.00% annually.

The OPEB's are advance-funded on an actuarially determined basis. The number of active contributing participants was 402,041. The portion of Organization's contributions that were used to fund postemployment benefits was \$14,121; \$11.6 billion represents the actuarial value of the Retirement System's net assets available for OPEB at December 31, 2001. The actuarially accrued liability and the unfunded actuarial accrued liability, based on the actuarial cost method used, were \$16.4 billion and \$4.8 billion, respectively.

11. Fixed Assets:

The beginning balance in the general fixed asset account group is restated due to prior year deletions with a cost of \$44,701 were not properly reported. The adjusted balance is as follows:

	Restated Balance at 6/30/02	<u>Additions</u>	<u>Deletions</u>	Restated Balance at 6/30/03
Furniture and equipment	\$ 124,662	2,666	(22,643)	104,685
Less:				
accumulated depreciation	(4,785)	-	-	(4,785)
	\$ <u>119,877</u>	<u>2,666</u>	<u>(22,643)</u>	<u>99,900</u>

See Note 1 for a discussion on the accumulated depreciation reported by CCTCC.

12. Grants Receivable:

Grants are funded on a reimbursement basis. Grants receivable are considered to be fully collectible due to the stable condition of State programs and current fiscal year guarantee of federal funds.

A summary of the grants receivable is as follows:

General Fund:	
WESTCO	\$ <u>1,696</u>
Special Revenue:	
Federal Transit Administration	10,227
Federal Highway Administration	32,125
Ohio Public Works Commission	<u>6,966</u>
Total Special Revenue Fund	<u>49,318</u>
Total Grants Receivable	\$ <u>51,014</u>

**SUPPLEMENTARY SCHEDULES**

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

Supporting Schedule of Revenue and Expenses

Year Ended June 30, 2003

	1	2	3	4	5	6	7	Total
	CPG/ODOT Grant	FTA 5307 Grant	OPWC	CMAQ	Westco	Clean Ohio	Local and Unallocated	
Grant revenue:								
Federal funds	\$ 232,903	53,315	-	32,000	-	-	-	318,218
State funds	29,113	6,665	33,547	-	-	-	-	69,325
Local funds	29,113	6,665	-	-	37,183	23,794	19,220	115,975
	291,129	66,645	33,547	32,000	37,183	23,794	19,220	503,518
Expenses, direct costs:								
Salaries	116,311	27,439	13,800	4,117	15,033	9,929	-	186,629
Travel	4,975	1,571	212	112	563	230	-	7,663
Special supplies and projects	4,933	118	-	25,879	210	-	-	31,140
Copies	1,032	165	499	28	415	67	-	2,206
Outside printing	9,952	354	64	23	188	-	-	10,581
Miscellaneous	1,043	96	585	-	626	185	-	2,535
	138,246	29,743	15,160	30,159	17,035	10,411	-	240,754
Indirect costs (109.48 % of direct salaries)	127,337	30,038	15,108	4,507	16,458	10,870	-	204,319
Eligible expenses charged to grant	265,583	59,781	30,268	34,666	33,493	21,281	-	445,073
Excess (deficiency) revenue over expenses	\$ 25,546	6,864	3,279	(2,666)	3,690	2,513	19,220	58,445

1. Federal Highway Administration/Ohio Department of Transportation Highway Funds.
2. Federal Transit Administration, Section 5307.
3. Ohio Public Works Commission, District 11 Public Works Integrating Committee.
4. Congestion Mitigation/Air Quality
5. West Central Ohio Port Authority
6. Clean Ohio, District 11 Public Works Integrating Committee

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

Indirect Cost Rate  
Year Ended June 30, 2003

Indirect salaries and wages:

Administrative	\$ 2,316
Technical	1,174
Clerical	24,382
Bookkeeping	18,014
Vacation	22,879
Holiday	12,127
Sick leave	11,911
Miscellaneous	<u>1,507</u>
	<u>94,310</u>

Other indirect costs:

Retirement	38,268
Hospitalization	39,024
Rent	11,228
Postage	4,750
Audit fees	5,816
Telephone	3,822
Printing	920
Copies	782
Supplies	639
Travel	95
Dues and subscriptions	100
Life insurance	154
Dental insurance	1,409
Medicare	1,830
CORSA insurance	924
Miscellaneous	<u>196</u>
	<u>109,957</u>

Indirect Cost Pool	204,267
Depreciation	<u>52</u>
 Total Indirect Cost Pool	 \$ <u>204,319</u>
 Divided by Direct Labor	 \$ <u>186,629</u>
 Indirect Cost Rate	 <u>109.48%</u>

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

Board of Directors

June 30, 2003

Toni Keller

John Baird

John Sessler

Nancy Pence

Marjorie Travis

James Sheehan

Sarah Wildman

Tom Waddle

Leonard Hartoog

Elmer Beard

Robert Warren

Martin Mahoney

Sheriff Gene Kelly

Paul Wilson

James Caplinger

Roger Tackett

John Detrick

Dan Martin

Tom Junk

Bruce Smith

Ron Lyons

James Caplinger

Bob McKie

William Harrison

Bill George

Geoff Steele

John Klosterman

Darryl Bauer

Tim Gothard

Nancy Brown

Herbert Greer

Jim Campbell

Randy Chevalley

David Locke

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**  
 Schedule of Federal Award Expenditures  
 Year Ended June 30, 2003

<u>Federal Grantor/Pass - Through Grantor/Program Title</u>	<u>Pass- Through Entity Number</u>	<u>Catalog of Federal Domestic Assistance Number</u>	<u>Federal Grant Expenditure</u>
<u>Federal Highway Administration</u>			
<i>Passed through Ohio Department of Transportation:</i>			
Consolidated planning grant	(1)	20.205	\$ 232,903
Congestion Mitigation/Air Quality	(1)	20.205	<u>32,000</u>
			264,903
<u>Federal Transit Administration</u>			
<i>Passed through City of Springfield:</i>			
Planning grant, FTA Section 5307	(1)	20.507	<u>53,315</u>
			\$ <u>318,218</u>

(1) Passthrough number not available.

This schedule was prepared using the accrual basis method of accounting.

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

Notes to the Schedule of Federal Awards Expenditures

June 30, 2003

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- Note 1. Some federal financial assistance programs require CCTCC to match expenditures made with their own funds or funds received from other sources. The matching requirements are at various rates as governed by the specific grant agreement. The Ohio Department of transportation (ODOT) is the other matching source for the transportation Planning Program.
- Note 2. The federal assistance funds received from the Department of Transportation through the Ohio Department of Transportation and reported under CFDA number 20.205 titled Transportation Planning was a consolidation of funds the Federal Highway Administration's Highway Planning and Construction and the Federal Transit Administration's Section 5307 Technical Studies Grant.



Clark, Schaefer, Hackett & Co.  
CERTIFIED PUBLIC ACCOUNTANTS  
BUSINESS CONSULTANTS

Independent Auditors' Report on Compliance and on Internal Control Over Financial Reporting  
Based on an Audit of Financial Statements Performed in Accordance with  
Government Auditing Standards

To the Board of Directors and Members  
Clark County - Springfield Transportation Coordinating Committee  
Springfield, OH

We have audited the general purpose financial statements of the Clark County - Springfield Transportation Coordinating Committee as of and for the year ended June 30, 2003, and have issued our report thereon dated September 12, 2003. 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 *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether Clark County - Springfield Transportation Coordinating Committee's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on 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 such an opinion. The results of our tests disclosed no instance of noncompliance that is required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Clark County - Springfield Transportation Coordinating Committee's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of the Board of Directors, management, others within the organization, the Auditor of State of Ohio, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

*Clark, Schaefer, Hockett & Co.*

Springfield, Ohio  
September 12, 2003

**Clark, Schaefer, Hackett & Co.**  
CERTIFIED PUBLIC ACCOUNTANTS  
BUSINESS CONSULTANTS

Independent Auditors' Report on Compliance with Requirements Applicable to Each Major  
Federal Program and Internal Control Over Compliance  
In Accordance With OMB Circular A-133

Board of Directors and Members  
Clark County - Springfield Transportation Coordinating Committee  
Springfield, Ohio

**Compliance**

We have audited the compliance of Clark County - Springfield Transportation Coordinating Committee with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2003. Clark County - Springfield Transportation Coordinating Committee's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Clark County - Springfield Transportation Coordinating Committee's management. Our responsibility is to express an opinion on Clark County - Springfield Transportation Coordinating Committee's compliance based on our audit.

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

In our opinion, Clark County - Springfield Transportation Coordinating Committee complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2003.

### Internal Control Over Compliance

The management of Clark County - Springfield Transportation Coordinating Committee is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Clark County - Springfield Transportation Coordinating Committee's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information and use of the audit committee, management, Board of Directors, and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

*Clark, Schaefer, Hockett & Co.*

Springfield, Ohio  
September 12, 2003

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**OMB CIRCULAR A -133 §.505<sup>1</sup>**

**CLARK COUNTY - SPRINGFIELD TRANSPORTATION**  
**COORDINATING COMMITTEE**  
**JUNE 30, 2003**

<b>1. SUMMARY OF AUDITOR'S RESULTS</b>
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<i>(d)(1)(i)</i>	<b>Type of Financial Statement Opinion</b>	Unqualified
<i>(d)(1)(ii)</i>	<b>Were there any material control weakness conditions reported at the financial statement level (GAGAS)?</b>	No
<i>(d)(1)(ii)</i>	<b>Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?</b>	No
<i>(d)(1)(iii)</i>	<b>Was there any reported material non-compliance at the financial statement level (GAGAS)?</b>	No
<i>(d)(1)(iv)</i>	<b>Were there any material internal control weakness conditions reported for major federal programs?</b>	No
<i>(d)(1)(iv)</i>	<b>Were there any other reportable internal control weakness conditions reported for major federal programs?</b>	No
<i>(d)(1)(v)</i>	<b>Type of Major Programs' Compliance Opinion</b>	Unqualified
<i>(d)(1)(vi)</i>	<b>Are there any reportable findings under §.510?</b>	No
<i>(d)(1)(vii)</i>	<b>Major Programs (list):</b>	Consolidated planning grant and Congestion Mitigation/Air Quality grant CFDA # 20.205
<i>(d)(1)(viii)</i>	<b>Dollar Threshold: Type A\B Programs</b>	Type A: > \$ 300,000 Type B: all others
<i>(d)(1)(ix)</i>	<b>Low Risk Auditee?</b>	No

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

None

**3. SUMMARY OF PRIOR YEAR AUDIT FINDINGS**

None



**Auditor of State  
Betty Montgomery**

88 East Broad Street  
P.O. Box 1140  
Columbus, Ohio 43216-1140

Telephone 614-466-4514  
800-282-0370

Facsimile 614-466-4490

**CLARK COUNTY SPRINGFIELD TRANSPORTATION COORDINATING COMMITTEE**

**CLARK COUNTY**

**CLERK'S CERTIFICATION**

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

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
DECEMBER 30, 2003**