



**SANDUSKY REGIONAL PLANNING COMMISSION  
SANDUSKY COUNTY**

**REGULAR AUDIT**

**FOR THE YEARS ENDED DECEMBER 31, 2006 AND 2007**



**Mary Taylor, CPA**  
Auditor of State



**SANDUSKY REGIONAL PLANNING COMMISSION  
SANDUSKY COUNTY**

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# Mary Taylor, CPA Auditor of State

Sandusky Regional Planning Commission  
Sandusky County  
606 West State Street  
Fremont, Ohio 43420-2534

To the Board of Commissioners:

As you are aware, the Auditor of State's Office (AOS) must modify the *Independent Accountants' Report* we provide on your financial statements due to an interpretation from the American Institute of Certified Public Accountants (AICPA). While AOS does not legally require your government to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. Our Report includes an adverse opinion relating to GAAP presentation and measurement requirements, but does not imply the amounts the statements present are misstated under the non-GAAP basis you follow. The AOS report also includes an opinion on the financial statements you prepared using the cash basis and financial statement format the AOS permits.

A handwritten signature in cursive script that reads "Mary Taylor".

**Mary Taylor, CPA**  
Auditor of State

August 11, 2008

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# Mary Taylor, CPA

Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT

Sandusky Regional Planning Commission  
Sandusky County  
606 West State Street  
Fremont, Ohio 43420-2534

To the Board of Commissioners:

We have audited the accompanying financial statements of the Sandusky Regional Planning Commission, Sandusky County, (the Commission) as of and for the years ended December 31, 2007 and 2006. These financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Commission has prepared these financial statements using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Instead of the funds the accompanying financial statements present, GAAP require presenting entity wide statements and also presenting the Commission's larger (i.e. major) funds separately. While the Commission 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 commissions to reformat their statements. The Commission has elected not to follow GAAP statement formatting requirements. The following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State permits. Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the years ended December 31, 2007 and 2006 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Commission as of December 31, 2007 and 2006, or its changes in financial position for the years then ended.

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the fund cash balances of the Sandusky Regional Planning Commission, Sandusky County, as of December 31, 2007 and 2006, and its cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

During 2006, the Commission changed its' financial statement presentation method to conform to presentation methods the Auditor of State prescribes or permits.

The Commission has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated August 11, 2008, on our consideration of the Commission's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.



**Mary Taylor, CPA**  
Auditor of State

August 11, 2008



**SANDUSKY REGIONAL PLANNING COMMISSION  
SANDUSKY COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND  
CHANGES IN FUND CASH BALANCES  
ALL GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED DECEMBER 31, 2007**

	<u>Governmental Fund Types</u>		<u>Totals (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	
<b>Cash Receipts:</b>			
Fees Charged to Subdivisions	\$50,934		\$50,934
Grants	6,000		6,000
Other Receipts	1,283		1,283
<b>Total Cash Receipts</b>	<b>58,217</b>		<b>58,217</b>
<b>Cash Disbursements:</b>			
Current Disbursements:			
Economic Development			
Salaries	43,660		43,660
Supplies	35		35
Travel	1,100		1,100
Public Employee's Retirement	6,026		6,026
Worker's Compensation	69		69
Other	4,717		4,717
<b>Total Disbursements</b>	<b>55,607</b>		<b>55,607</b>
<b>Total Receipts Over Disbursements</b>	<b>2,610</b>		<b>2,610</b>
<b>Other Financing Receipts/(Disbursements):</b>			
Transfers-In		\$709	709
Transfers-Out	(709)		(709)
<b>Total Other Financing Receipts/(Disbursements)</b>	<b>(709)</b>	<b>709</b>	
Excess of Cash Receipts and Other Financing Receipts Over Cash Disbursements and Other Financing Disbursements	1,901	709	2,610
Fund Cash Balances, January 1	4,268	43,000	47,268
<b>Fund Cash Balances, December 31</b>	<b>\$6,169</b>	<b>\$43,709</b>	<b>\$49,878</b>

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

**SANDUSKY REGIONAL PLANNING COMMISSION  
SANDUSKY COUNTY**

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

	<u>Governmental Fund Types</u>		<u>Totals (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	
<b>Cash Receipts:</b>			
Fees Charged to Subdivisions	\$52,196		\$52,196
Grants	3,000		3,000
Other Receipts	1,329		1,329
<b>Total Cash Receipts</b>	<b>56,525</b>		<b>56,525</b>
<b>Cash Disbursements:</b>			
Current Disbursements:			
Economic Development			
Salaries	42,389		42,389
Supplies	269		269
Travel	1,100		1,100
Public Employee's Retirement	5,787		5,787
Worker's Compensation	54		54
Health Insurance	4,291		4,291
Other	3,035		3,035
<b>Total Disbursements</b>	<b>56,925</b>		<b>56,925</b>
Total Receipts Under Disbursements	(400)		(400)
<b>Other Financing Receipts/(Disbursements):</b>			
Transfers-In		\$3,000	3,000
Transfers-Out	(3,000)		(3,000)
<b>Total Other Financing Receipts/(Disbursements)</b>	<b>(3,000)</b>	<b>3,000</b>	
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	(3,400)	3,000	(400)
Fund Cash Balances, January 1	7,668	40,000	47,668
<b>Fund Cash Balances, December 31</b>	<b>\$4,268</b>	<b>\$43,000</b>	<b>\$47,268</b>

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

**SANDUSKY REGIONAL PLANNING COMMISSION  
SANDUSKY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2007 AND 2006**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Description of the Entity**

The constitution and laws of the State of Ohio establish the rights and privileges for the Sandusky Regional Planning Commission, Sandusky County, (the Commission) as a body corporate and politic. A seventeen member Board governs the Commission. The Board consists of representatives from participating political subdivisions, the county commissioners, and appointed citizens. The Commission formulates and reviews plans affecting long and short term social, economic, and governmental development within the region. The participating subdivisions are:

Sandusky County	Jackson Township	Riley Township
Ballville Township	Madison Township	Scott Township
Green Creek Township	Rice Township	Washington Township
Woodville Township	City of Fremont	Village of Helena
City of Clyde	Village of Burgoon	Village of Woodville
Village of Green Springs	Village of Lindsey	

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

**B. Accounting Basis**

These financial statements follow the accounting basis the Auditor of State prescribes or permits. This basis is similar to the cash receipts and disbursements accounting basis. The Commission recognizes receipts when received in cash rather than when earned, and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

In 2005, the Commission reported the financial statements on the cash basis of accounting comparable to the requirements of Governmental Accounting Standard No. 34. For 2006, the Commission reported on a regulatory basis. The Commission no longer presents entity wide financial statements. The fund financial statements now present a column for each fund type, rather than a separate column for each major fund with nonmajor funds aggregated and presented in a single column.

These statements include adequate disclosure of material matters, as the Auditor of State prescribes or permits.

**C. Cash**

As the Ohio Revised Code permits, the Sandusky County Treasurer holds the Commission's cash as the Commission's custodian. The County holds the Commission's assets in its investment pool, valued at the Treasurer's reported carrying amount.

**SANDUSKY REGIONAL PLANNING COMMISSION  
SANDUSKY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2007 AND 2006  
(Continued)**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (CONTINUED)**

**D. Fund Accounting**

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

**1. General Fund**

The General Fund reports all financial resources except those required to be accounted for in another fund.

**2. Special Revenue Fund**

This fund accounts for proceeds from specific sources (other than from private-purpose trusts or for capital projects) that are restricted to expenditure for specific purposes. The Commission had the following significant Special Revenue Fund:

*Accumulated Sick Leave Benefits Fund* – This money is set aside for future severance pay.

**E. Property, Plant, and Equipment**

The Commission records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

**F. Accumulated Leave**

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

**2. RETIREMENT SYSTEM**

The Commission's employee belongs to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For 2007 and 2006, the OPERS member contributed 9.50% and 9%, respectively, of his gross salaries and the Commission contributed an amount equaling 13.85% and 13.7%, respectively, of participant's gross salaries. The Commission has paid all contributions required through December 31, 2007.

**3. RISK MANAGEMENT**

The Commission is covered under the Sandusky County insurance policy.



# Mary Taylor, CPA

Auditor of State

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

Sandusky Regional Planning Commission  
Sandusky County  
606 West State Street  
Fremont, Ohio 43420-2534

To the Board of Commissioners:

We have audited the financial statements of the Sandusky Regional Planning Commission, Sandusky County, (the Commission) as of and for the years ended December 31, 2007 and 2006, and have issued our report thereon dated August 11, 2008, wherein we noted the Commission changed its financial statement presentation method to conform to presentation methods the Auditor of State prescribes or permits. 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 Commission's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinion on the financial statements, but not to opine on the effectiveness of the Commission's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Commission's internal control over financial reporting.

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

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

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

We noted certain matters that we reported to the Commission's management in a separate letter dated August 11, 2008.

### **Compliance and Other Matters**

As part of reasonably assuring whether the Commission'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 management and the Commission. We intend it for no one other than these specified parties.

A handwritten signature in cursive script that reads "Mary Taylor".

**Mary Taylor, CPA**  
Auditor of State

August 11, 2008



**Mary Taylor, CPA**  
Auditor of State

**SANDUSKY REGIONAL PLANNING COMMISSION**

**SANDUSKY 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  
SEPTEMBER 4, 2008**