





**VILLAGE OF ARCHBOLD  
FULTON COUNTY  
DECEMBER 31, 2024 AND 2023**

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# OHIO AUDITOR OF STATE KEITH FABER



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## INDEPENDENT AUDITOR'S REPORT

Village of Archbold  
Fulton County  
300 North Defiance Street  
P.O. Box 406  
Archbold, Ohio 43502-0406

To the Village Council:

### Report on the Audit of the Financial Statements

#### ***Unmodified and Adverse Opinions***

We have audited the financial statements of the Village of Archbold, Fulton County, Ohio (the Village), which comprises the cash balances, receipts and disbursements for each governmental and proprietary fund type and the fiduciary fund type combined total as of and for the years ended December 31, 2024 and 2023, and the related notes to the financial statements.

#### ***Unmodified Opinion on Regulatory Basis of Accounting***

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the cash balances, receipts and disbursements for each governmental and proprietary fund type and the fiduciary fund type combined total as of and for the years ended December 31, 2024 and 2023, and the related notes to the financial statements, in accordance with the financial reporting provisions which Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(C) permit, described in Note 2.

#### ***Adverse Opinion on U.S. Generally Accepted Accounting Principles***

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* section of our report, the accompanying financial statements do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Village, as of December 31, 2024 and 2023, or the changes in financial position or, where applicable, cash flows thereof for the years then ended.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Village, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles***

As described in Note 2 of the financial statements, the financial statements are prepared by the Village on the basis of the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(C), which is an accounting basis other than accounting principles generally accepted in the United States of America (GAAP), to satisfy these requirements. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 2 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material and pervasive.

***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(C) permit. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated September 30, 2025, on our consideration of the Village'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. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village's internal control over financial reporting and compliance.

KEITH FABER  
Ohio Auditor of State



Tiffany L. Ridenbaugh, CPA, CFE, CGFM  
Chief Deputy Auditor

September 30, 2025

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**VILLAGE OF ARCHBOLD  
FULTON COUNTY**

**COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS  
AND CHANGES IN FUND BALANCES (REGULATORY CASH BASIS)  
ALL GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED DECEMBER 31, 2024**

	General	Special Revenue	Debt Service	Capital Projects	Combined Total
<b>Cash Receipts</b>					
Property and Other Local Taxes	\$853,663				\$853,663
Municipal Income Tax	536,452	\$2,886,747		\$3,607,622	7,030,821
Intergovernmental	231,183	490,705		815,761	1,537,649
Special Assessments			\$14,505		14,505
Charges for Services	1,369,891	270,311			1,640,202
Fines, Licenses and Permits	54,798	50			54,848
Fines, Forfeitures and Settlements	20,840	11,632			32,472
Earnings on Investments	158,233	92,995		226,992	478,220
Miscellaneous	25,515	128,455		75,367	229,337
<i>Total Cash Receipts</i>	<u>3,250,575</u>	<u>3,880,895</u>	<u>14,505</u>	<u>4,725,742</u>	<u>11,871,717</u>
<b>Cash Disbursements</b>					
Current:					
Security of Persons and Property	1,612,434	1,109,282			2,721,716
Public Health Services		74,083			74,083
Leisure Time Activities		870,385			870,385
Community Environment	91,109			898,021	989,130
Basic Utility Services	351,784				351,784
Transportation		672,926			672,926
General Government	1,100,014	39,878			1,139,892
Capital Outlay	42,300	1,078,115		3,965,102	5,085,517
Debt Service:					
Principal Retirement		115,000	15,000	121,402	251,402
Interest and Fiscal Charges		16,012	844	8,799	25,655
<i>Total Cash Disbursements</i>	<u>3,197,641</u>	<u>3,975,681</u>	<u>15,844</u>	<u>4,993,324</u>	<u>12,182,490</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>52,934</u>	<u>(94,786)</u>	<u>(1,339)</u>	<u>(267,582)</u>	<u>(310,773)</u>
<b>Other Financing Receipts</b>					
Transfers In	230,000	55,000			285,000
Transfers Out	(285,000)				(285,000)
Other Financing Sources	550,347			3,264	553,611
Other Financing Uses	(68,793)	(77,498)		(131,333)	(277,624)
<i>Total Other Financing Receipts (Disbursements)</i>	<u>426,554</u>	<u>(22,498)</u>		<u>(128,069)</u>	<u>275,987</u>
<i>Net Change in Fund Cash Balances</i>	479,488	(117,284)	(1,339)	(395,651)	(34,786)
<i>Fund Cash Balances, January 1</i>	<u>1,671,895</u>	<u>2,163,956</u>	<u>1,610</u>	<u>4,446,443</u>	<u>8,283,904</u>
<i>Fund Cash Balances, December 31</i>	<u>\$2,151,383</u>	<u>\$2,046,672</u>	<u>\$271</u>	<u>\$4,050,792</u>	<u>\$8,249,118</u>

*See accompanying notes to the financial statements.*

**VILLAGE OF ARCHBOLD  
FULTON COUNTY**

**COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS  
AND CHANGES IN FUND BALANCES (REGULATORY CASH BASIS)  
PROPRIETARY FUND TYPE  
FOR THE YEAR ENDED DECEMBER 31, 2024**

	Enterprise
<b>Operating Cash Receipts</b>	
Charges for Services	\$4,867,942
<b>Operating Cash Disbursements</b>	
Personal Services	1,271,022
Contractual Services	664,484
Supplies and Materials	1,225,080
<i>Total Operating Cash Disbursements</i>	3,160,586
<i>Operating Income</i>	1,707,356
<b>Non-Operating Receipts (Disbursements)</b>	
Intergovernmental Receipts	5,325
Earnings on Investments (proprietary funds only)	263,305
Miscellaneous Receipts	126,601
Capital Outlay	(471,365)
Principal Retirement	(869,548)
Interest and Other Fiscal Charges	(125,320)
Other Financing Sources	33,297
Other Financing Uses	(308,068)
<i>Total Non-Operating Receipts (Disbursements)</i>	(1,345,773)
<i>Net Change in Fund Cash Balances</i>	361,583
<i>Fund Cash Balances, January 1</i>	4,569,212
<i>Fund Cash Balances, December 31</i>	\$4,930,795

*See accompanying notes to the financial statements.*

**VILLAGE OF ARCHBOLD  
FULTON COUNTY**

**COMBINED STATEMENT OF ADDITIONS, DEDUCTIONS  
AND CHANGE IN FUND BALANCE (REGULATORY CASH BASIS)  
FIDUCIARY FUND TYPE  
FOR THE YEAR ENDED DECEMBER 31, 2024**

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	Other Custodial
<b>Additions</b>	
Amounts Received as Fiscal Agent	\$151,734
<b>Deductions</b>	
Distributions as Fiscal Agent	28,727
<i>Net Change in Fund Balance</i>	123,007
<i>Fund Cash Balance, January 1</i>	195,114
<i>Fund Cash Balance, December 31</i>	\$318,121

*See accompanying notes to the financial statements.*

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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**Note 1 – Reporting Entity**

The Village of Archbold, Fulton County, Ohio (the Village) is a body politic and corporate established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. A publicly elected six-member Council directs the Village. The Village provides water and sewer utilities, park operations, police services, emergency medical services, road maintenance, and cemetery maintenance. The Village appropriates general fund money to support a volunteer fire department.

***Public Entity Risk Pools and Related Organization***

The Archbold Community Improvement Corporation (the Corporation) acts as the agency and instrumentality of the Village. The Corporation is comprised of seven trustees and four officers. The Trustees are appointed by the Mayor and include individuals from local businesses which have an interest in economic development. Three of the four officers are permanent members of Village management and the fourth is an at-large position. The activity of the Corporation is reflected in the Custodial Fund.

The Village participates in the Public Entities Pool of Ohio, the Buckeye Ohio Risk Management Agency, Inc. and the Ohio Municipal League Group Rating Plan public entity risk pools. Notes 7 and 12 to the financial statements provide additional information for these entities.

The Village's management believes these financial statements present all activities for which the Village is financially accountable, except for the land which is held in the name of the Archbold Community Improvement Corporation. Note 13 to the financial statement describe this asset.

**Note 2 – Summary of Significant Accounting Policies**

***Basis of Presentation***

The Village's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all governmental fund types, a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for the proprietary fund type, and a combined statement of additions, deductions and change in fund balance (regulatory cash basis) for the fiduciary fund type which are all organized on a fund type basis.

***Fund Accounting***

The Village uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the Village are presented below:

***General Fund*** The General fund accounts for and reports all financial resources not accounted for and reported in another fund. 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 account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The Village had the following significant Special Revenue funds:

**Village of Archbold**  
*Fulton County*  
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*For the Year Ended December 31, 2024*

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***Street Construction Maintenance and Repair*** This fund accounts for and reports that portion of the State gasoline tax and motor vehicle license registration fees restricted for construction, maintenance, and repair of streets within the Village.

***Parks and Recreation Fund*** This fund local income tax receipts, donations, and charges for services monies for the purpose of providing leisure time activities for the general public and maintaining the Village parks.

***Police, Fire and EMS Services Fund*** This fund receives income tax receipts which will be used for police, fire, and EMS services.

***Debt Service Funds*** These funds account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest. The Village had the following significant Debt Service fund:

***Special Assessment – Murbach #5-03*** This fund receives special assessment revenue for the repayment of special assessment bond issues.

***Capital Project Funds*** These funds account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. The Village had the following significant Capital Project fund:

***Capital Projects Fund*** This fund receives local income tax for various construction and improvement projects.

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

***Water Fund*** This fund receives charges for services from residents and commercial users to cover water service costs.

***Sewer Fund*** This fund receives charges for services from residents and commercial users to cover sewer service costs.

***Fiduciary Funds*** Fiduciary funds include private purpose trust funds, investment trust funds and custodial funds. Trust funds account for assets held under a trust agreement meeting certain criteria.

Custodial funds are purely custodial in nature and are used to report fiduciary activity that is not required to be reported in a trust fund. The Village’s custodial fund accounts for activity of the Archbold Community Improvement Corporation (the Corporation) which is described in detail in Note 13.

For regulatory purposes, certain own source revenues are permitted to flow through clearing funds presented as custodial funds. The amounts distributed to the other funds of the entity are identified on the combined statement of additions, deductions and change in fund balance (regulatory cash basis) for the fiduciary fund type. Also, for regulatory purposes, certain deposits and clearing funds are permitted to be presented as custodial funds.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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***Basis of Accounting***

These financial statements follow the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C). This basis is similar to the cash receipts and disbursements accounting basis. The Board recognizes receipts when received in cash rather than when earned and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C) permit.

***Budgetary Process***

The Ohio Revised Code requires that each fund (except certain custodial funds) be budgeted annually.

***Appropriations*** Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function or object level of control and appropriations may not exceed estimated resources. The Village Council must annually approve appropriation measures and subsequent amendments. Unencumbered appropriations lapse at year end.

***Estimated Resources*** Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered cash as of January 1. The County Budget Commission must approve estimated resources.

***Encumbrances*** 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.

A summary of 2024 budgetary activity appears in Note 4.

***Deposits and Investments***

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

The Village values certificate of deposits at cost.

***Capital Assets***

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

***Accumulated Leave***

Village employees earn sick and vacation time that can be used for time off. 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.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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***Settlement Monies***

Ohio has reached settlement agreements with various distributors of opioids which are subject to the OneOhio memorandum of understanding. The original settlement was reached in 2021 with annual payments anticipated through 2038. For 2024, distributions of \$11,632 are reflected as fines, forfeitures and settlements revenue in the Drug Use Prevention Fund in the accompanying financial statements.

***Fund Balance***

Fund balance is 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:

***Nonspendable*** The Village classifies assets as *nonspendable* when legally or contractually required to maintain the amounts intact. For regulatory purposes nonspendable fund balance includes unclaimed monies that are required to be held for five years before they may be utilized by the Village and the nonexpendable portion of the corpus in permanent funds.

***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 or regulations of other governments; or is imposed by law through constitutional provisions.

***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.

***Assigned*** Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as *restricted* or *committed*. For regulatory purposes, assigned fund balance in the General fund is limited to encumbrances outstanding at year end.

***Unassigned*** Unassigned fund balance is the residual classification for the General fund and includes amounts not included in the 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.

For regulatory purposes, limited disclosure related to fund balance is included in Note 15.

**Note 3 – Compliance**

The Village did not allocate income tax receipts in accordance with Codified Ordinances of the Village of Archbold § 33.013 and Village Ordinance 2022-05 for the year ended December 31, 2024.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

**Note 4 – Budgetary Activity**

Budgetary activity for the year ending December 31, 2024 follows:

2024 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$4,162,209	\$4,030,922	(\$131,287)
Special Revenue	3,696,311	3,935,895	239,584
Debt Service	15,844	14,505	(1,339)
Capital Projects	3,750,000	4,729,006	979,006
Enterprise	5,712,500	5,296,470	(416,030)
<b>Total</b>	<b>\$17,336,864</b>	<b>\$18,006,798</b>	<b>\$669,934</b>

2024 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$4,338,479	\$3,551,434	\$787,045
Special Revenue	4,411,927	4,117,564	294,363
Debt Service	15,844	15,844	
Capital Projects	6,137,035	5,447,115	689,920
Enterprise	6,530,969	4,934,887	1,596,082
<b>Total</b>	<b>\$21,434,254</b>	<b>\$18,066,844</b>	<b>\$3,367,410</b>

**Note 5 – Deposits**

To improve cash management, cash received by the Village is pooled. Monies for all funds are maintained in this pool. The Ohio Revised Code prescribes allowable deposits and investments. The Village also has segregated accounts which include clearing accounts that are not part of this pool. A summary of the Village’s deposit accounts are as follows:

<b>Cash Management Pool:</b>	<b>2024</b>
Demand Deposits	\$13,477,154
<b>Segregated Accounts - Not held in the Pool:</b>	
Payroll Clearing Account (Not held in Pool)	\$20,880

The Village has a payroll clearing account that is held outside of the deposit pool where gross payroll is held for distribution. The expenditures included in the accompanying financial statement reflect gross payroll. The balance in the Village’s payroll clearing account represent unremitted employee payroll withholdings.



**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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***Deposits***

Deposits are insured by the Federal Deposit Insurance Corporation.

At December 31, 2024, \$68,120 of deposits were not insured or collateralized, contrary to Ohio law.

**Note 6 – Taxes**

***Property Taxes***

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 non-business, owner occupancy, and homestead exemption credits and/or homestead and rollback deductions. The financial statements include these credits and/or deduction 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 real property located within the Village.

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

***Income Taxes***

The Village levies a municipal income tax of 1.8 percent on substantially all earned income arising from employment, residency, or business activities within the Village as well as certain income of residents earned outside of the Village.

Employers within the Village withhold income tax on employee compensation and remit the tax to the Village either monthly or quarterly, as required. Corporations and other individual taxpayers pay estimated taxes quarterly and file a declaration annually.

**Note 7 – Risk Management**

**Buckeye Ohio Risk Management Agency**

The Village is a member of the Buckeye Ohio Risk Management Agency, Inc. (the Pool). The Pool assumes the risk of loss up to the limits of the Village's Employee Health Plan policy. The Pool may make supplemental assessments if the experience of the overall pool is unfavorable. The Pool covers the following risks:

- Medical Benefits;
- Prescription drug; and
- Dental benefits

**Village of Archbold**  
*Fulton County*  
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*For the Year Ended December 31, 2024*

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The Pool reported the following summary of assets and actuarially-measured liabilities available to pay those liabilities as of December 31, 2023 (the latest information available):

	<u>2023</u>
Assets	\$6,464,551
Liabilities	\$3,735,142

***Risk Pool Membership***

The Village is also a member of the Public Entities Pool of Ohio (The Pool). The Pool assumes the risk of loss up to the limits of the Village’s policy. The Pool covers the following risks:

- General liability and casualty
- Public officials’ liability
- Cyber
- Law enforcement liability
- Automobile liability
- Vehicles
- Property
- Equipment breakdown

The Pool reported the following summary of assets and actuarially-measured liabilities available to pay those liabilities as of December 31:

	<u>2024</u>
Cash and investments	\$48,150,572
Actuarial liabilities	\$22,652,556

**Note 8 – Defined Benefit Pension Plans**

***Ohio Public Employees Retirement System***

Several Village employees belong 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 health care and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10 percent of their gross salaries, and the Village contributed an amount equaling 14 percent of participants’ gross salaries. The Village has paid all contributions required through December 31, 2024.

***Ohio Police and Fire Retirement System***

The Village’s certified Fire Fighters and full-time Police Officers belong to the Ohio Police and Fire Pension Fund (OP&F). OP&F is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan’s benefits, which include postretirement health care and survivor and disability benefits. The Ohio Revised Code also prescribes contribution rates. OP&F participants contributed 12.25 percent of their wages.

**Village of Archbold**  
*Fulton County*  
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*For the Year Ended December 31, 2024*

The Village contributed to OP&F an amount equal to 19.5 percent of full-time police members' wages and 24 percent of full-time fire fighters' wages. The Village has paid all contributions required through December 31, 2024.

***Social Security***

Several Village employees contributed to Social Security. This plan provides retirement benefits, including survivor and disability benefits to participants.

Employees contributed 6.2 percent of their gross salaries. The Village contributed an amount equal to 6.2 percent of participants' gross salaries. The Village has paid all contributions required through December 31, 2024.

**Note 9 – Postemployment Benefits**

Both OPERS and OP&F offer cost-sharing, multiple-employer defined benefit postemployment plans. OPERS offers a health reimbursement arrangement (HRA) allowance to benefit recipients meeting certain age and service credit requirements. The HRA is an account funded by OPERS that provides tax-free reimbursement for qualified medical expenses such as monthly post-tax insurance premiums, deductibles, co-insurance, and co-pays incurred by eligible benefit recipients and their dependents. OP&F uses a stipend-based health care model. A stipend funded by OP&F is placed in individual Health Reimbursement Accounts that retirees use to be reimbursed for health care expenses. For calendar year 2024, the portion of OPERS employer contributions allocated to health care was 0 percent for members in the traditional pension plan and 2 percent for members in the combined plan. For 2024, the portion of employer contributions OPERS allocated to health care for members in the member-directed plan was 4 percent; however, a portion of the health care rate was funded with reserves. OP&F contributes 0.5 percent to fund these benefits

**Note 10 – Debt**

Debt outstanding at December 31, 2024, was as follows:

	<u>Principal</u>	<u>Interest Rate</u>
General Obligation Bonds	\$1,395,000	various
Meter Upgrade Note Series 2019	225,652	2.95%
OWDA WWTP Improvements	3,158,430	1.42%
OWDA GAC Water System and Improvements	7,393,291	0.68%
OWDA Elevated Water Tower	944,094	0.85%
Total	<u>\$13,116,467</u>	

The General Obligation Bonds were issued (1) to pay costs of improving Woodland and Memorial Parks and (2) to pay a portion of the costs of improving and expanding the Village's Wastewater Treatment Plant. The 2016 refunding of a portion of the 2010 bonds will mature in 2030. The Parks and Recreation Fund and the Sewer Fund will pay for the debt. Debt payments will be made semi-annually. The Village's taxing authority collateralized the bonds.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

The Water Meter Upgrade Note, Series 2019 was issued for the purpose of paying costs of improving the Village’s water meter reading system. The Note is payable monthly using revenue proceeds from the Water and Wastewater Funds. Monthly payments of \$10,568 will be made until October 11, 2026.

The Ohio Water Development Authority (OWDA) loan relates to a Wastewater Treatment Plant Improvements Aeration Tank Expansion Project. The Village will repay the loans in semiannual installments of \$143,597 including interest, over 15 years beginning in July 2022. Sewer receipts collateralize the loan. The Village has agreed to set utility rates sufficient to cover OWDA debt service requirements.

The Ohio Water Development Authority (OWDA) loan relates to a Water Treatment Plant Improvement Granulated Activated Carbon (GAC) and Ultraviolet (UV) Disinfection Project. The Village will repay the loans in semiannual installments of \$224,413 including interest, over 20 years beginning in January 2023. Water receipts collateralize the loan. The Village has agreed to set utility rates sufficient to cover OWDA debt service requirements.

The Ohio Water Development Authority (OWDA) loan relates to an Elevated Water Storage Tank Project. The Village will repay the loans in semiannual installments of \$65,100 including interest, over 10 years beginning in January 2023. The Village’s taxing authority collateralized the loan.

***Amortization***

Amortization of the above debt, including interest, is scheduled as follows:

Year Ending December 31:	General Obligation Bonds	Water Meter Upgrade Note Series 2019	Aeration Tank Phase I&II	GAC UV	Elevated Storage Tank
2025	\$263,437	\$126,822	\$287,195	\$448,827	\$130,201
2026	263,738	105,684	287,195	448,826	130,201
2027	258,938		287,195	448,827	130,202
2028	264,138		287,195	448,826	130,201
2029	224,137		287,195	448,826	130,201
2030-2034	219,837		1,435,974	2,244,132	325,504
2035-2039			574,390	2,244,132	
2040-2042				1,122,066	
Total	<u>\$1,494,225</u>	<u>\$232,506</u>	<u>\$3,446,339</u>	<u>\$7,854,462</u>	<u>\$976,510</u>

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

**Note 11 – Construction and Contractual Commitments**

Vendor/Project	Contract Amount	Balance Outstanding December 31, 2024
Midwest Contracting, Inc. Village Hall Renovation Project	\$1,588,145	\$200,767
S & S Directional Boring, LTD W. Barre Rd. Waterline and Sidewalk Improvement	880,055	103,365
Salenbien Trucking and Excavating W. Mechanic & Pleasant St. Improvements	1,161,009	69,563
Rychener Excavating, LLC Reservoir Property Wetlands Project	212,163	15,247

**Note 12 – Public Entity Risk Pool**

The Village participates in the Ohio Municipal League Group Rating Plan (GRP) for worker’s compensation. The pool’s business and affairs are conducted by a twenty-six member Board of Trustees consisting of fifteen mayors, two council members, three administrators, three finance directors, and three law directors which are voted on by the members for staggered two-year terms. The Executive Director of the Ohio Municipal League serves as the coordinator of the Program. Each year the participants pay an enrollment fee to the program to cover the costs of administering the program.

**Note 13 – Related Organization**

**Archbold Community Improvement Corporation**

The Archbold Community Improvement Corporation (the Corporation) owns land which was purchased by the Village in the name of the Corporation. In the event this land is sold, all proceeds will revert to the Village. The appraised value of this land totals \$2,045,950 restricted and \$817,500 unrestricted as of December 31, 2024.

**Note 14 – Related Party Transactions**

Gary Dominique, a Village Council Member, is owner of Creighton Electric, LLC, which is a local supplier of various electrical supplies, parts and labor. In 2024, the Village spent \$27,500 in various purchases from Creighton Electric. The purchases were presented on the bills and payroll reports approved by Village Council with full knowledge of Mr. Dominiques’s ownership of Creighton Electric. The previous two year average spent with Creighton Electric, prior to Mr. Dominique serving on Council, was \$25,853.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2024*

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**Note 15 – Fund Balances**

Encumbrances are commitments related to unperformed contracts for goods or services. Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. At year end the balances of these amounts were as follows:

Fund Balances	Special Revenue	Capital Projects	Total
Outstanding Encumbrances	\$ 64,385	\$ 322,458	\$ 386,843

The fund balance of special revenue funds is either restricted or committed. The fund balance of debt service funds and capital projects fund are restricted committed or assigned. These restricted, committed and assigned amounts in the special revenue, debt service, capital projects funds would include the outstanding encumbrances. In the general fund, outstanding encumbrances are considered assigned.

**Note 16 – Other Financing Sources**

The Village charges the cost of operations originally expensed out of the General Fund to other Village funds based on percentages passed by Council resolution. In 2024, the General Fund had \$550,347 in Other Financing Sources due to reimbursements from other Village Funds and intra General Fund allocations.

**VILLAGE OF ARCHBOLD  
FULTON COUNTY**

**COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS  
AND CHANGES IN FUND BALANCES (REGULATORY CASH BASIS)  
ALL GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED DECEMBER 31, 2023**

	General	Special Revenue	Debt Service	Capital Projects	Combined Total
<b>Cash Receipts</b>					
Property and Other Local Taxes	\$795,598				\$795,598
Municipal Income Tax	418,220	\$2,741,641		\$3,426,279	6,586,140
Intergovernmental	314,307	358,131		194,871	867,309
Special Assessments			\$20,607		20,607
Charges for Services	1,353,848	279,425			1,633,273
Fines, Licenses and Permits	70,901				70,901
Earnings on Investments	115,584	95,736		242,069	453,389
Miscellaneous	18,562	90,004		70,423	178,989
<i>Total Cash Receipts</i>	<u>3,087,020</u>	<u>3,564,937</u>	<u>20,607</u>	<u>3,933,642</u>	<u>10,606,206</u>
<b>Cash Disbursements</b>					
Current:					
Security of Persons and Property	1,430,131	1,033,440			2,463,571
Public Health Services		67,063			67,063
Leisure Time Activities		816,577			816,577
Community Environment	142,339			840,354	982,693
Basic Utility Services	355,890				355,890
Transportation		655,249			655,249
General Government	980,965	36,379			1,017,344
Capital Outlay	20,335	578,424		2,605,701	3,204,460
Debt Service:					
Principal Retirement		115,000	20,000	114,430	249,430
Interest and Fiscal Charges		18,312	1,969	9,825	30,106
<i>Total Cash Disbursements</i>	<u>2,929,660</u>	<u>3,320,444</u>	<u>21,969</u>	<u>3,570,310</u>	<u>9,842,383</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>157,360</u>	<u>244,493</u>	<u>(1,362)</u>	<u>363,332</u>	<u>763,823</u>
<b>Other Financing Receipts</b>					
Transfers In	149,248	55,000			204,248
Transfers Out	(203,246)		(1,002)		(204,248)
Other Financing Sources	487,017			2,307	489,324
Other Financing Uses	(85,389)	(67,452)		(116,220)	(269,061)
<i>Total Other Financing Receipts (Disbursements)</i>	<u>347,630</u>	<u>(12,452)</u>	<u>(1,002)</u>	<u>(113,913)</u>	<u>220,263</u>
<i>Net Change in Fund Cash Balances</i>	504,990	232,041	(2,364)	249,419	984,086
<i>Fund Cash Balances, January 1</i>	<u>1,166,905</u>	<u>1,931,915</u>	<u>3,974</u>	<u>4,197,024</u>	<u>7,299,818</u>
<i>Fund Cash Balances, December 31</i>	<u>\$1,671,895</u>	<u>\$2,163,956</u>	<u>\$1,610</u>	<u>\$4,446,443</u>	<u>\$8,283,904</u>

See accompanying notes to the financial statements.

**VILLAGE OF ARCHBOLD  
FULTON COUNTY**

**COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS  
AND CHANGES IN FUND BALANCES (REGULATORY CASH BASIS)  
PROPRIETARY FUND TYPE  
FOR THE YEAR ENDED DECEMBER 31, 2023**

	Enterprise
<b>Operating Cash Receipts</b>	
Charges for Services	\$4,991,833
<b>Operating Cash Disbursements</b>	
Personal Services	1,210,055
Contractual Services	624,904
Supplies and Materials	1,212,406
<i>Total Operating Cash Disbursements</i>	3,047,365
<i>Operating Income</i>	1,944,468
<b>Non-Operating Receipts (Disbursements)</b>	
Intergovernmental Receipts	15,294
Earnings on Investments (proprietary funds only)	240,332
Miscellaneous Receipts	156,103
Capital Outlay	(822,608)
Principal Retirement	(855,201)
Interest and Other Fiscal Charges	(136,866)
Other Financing Sources	22,066
Other Financing Uses	(254,313)
<i>Total Non-Operating Receipts (Disbursements)</i>	(1,635,193)
<i>Net Change in Fund Cash Balances</i>	309,275
<i>Fund Cash Balances, January 1</i>	4,259,937
<i>Fund Cash Balances, December 31</i>	\$4,569,212

*See accompanying notes to the financial statements.*



VILLAGE OF ARCHBOLD  
FULTON COUNTY

COMBINED STATEMENT OF ADDITIONS, DEDUCTIONS  
AND CHANGE IN FUND BALANCE (REGULATORY CASH BASIS)  
FIDUCIARY FUND TYPE  
FOR THE YEAR ENDED DECEMBER 31, 2023

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	Other Custodial
<b>Additions</b>	
Amounts Received as Fiscal Agent	\$188,320
<b>Deductions</b>	
Distributions as Fiscal Agent	199,609
<i>Net Change in Fund Balance</i>	(11,289)
<i>Fund Cash Balance, January 1</i>	206,403
<i>Fund Cash Balance, December 31</i>	\$195,114

*See accompanying notes to the financial statements.*

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

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**Note 1 – Reporting Entity**

The Village of Archbold, Fulton County, Ohio (the Village) is a body politic and corporate established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. A publicly elected six-member Council directs the Village. The Village provides water and sewer utilities, park operations, police services, emergency medical services, road maintenance, and cemetery maintenance. The Village appropriates general fund money to support a volunteer fire department.

***Public Entity Risk Pools and Related Organization***

The Archbold Community Improvement Corporation (the Corporation) acts as the agency and instrumentality of the Village. The Corporation is comprised of seven trustees and four officers. The Trustees are appointed by the Mayor and include individuals from local businesses which have an interest in economic development. Three of the four officers are permanent members of Village management and the fourth is an at-large position. The activity of the Corporation is reflected in the Custodial Fund.

The Village participates in the Public Entities Pool of Ohio, the Buckeye Ohio Risk Management Agency, Inc. and the Ohio Municipal League Group Rating Plan public entity risk pools. Notes 7 and 12 to the financial statements provide additional information for these entities.

The Village's management believes these financial statements present all activities for which the Village is financially accountable, except for the land which is held in the name of the Archbold Community Improvement Corporation. Note 13 to the financial statement describe this asset.

**Note 2 – Summary of Significant Accounting Policies**

***Basis of Presentation***

The Village's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all governmental fund types, a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all proprietary fund type, and a combined statement of additions, deductions and change in fund balance (regulatory cash basis) for the fiduciary fund type which are all organized on a fund type basis.

***Fund Accounting***

The Village uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the Village are presented below:

***General Fund*** The General fund accounts for and reports all financial resources not accounted for and reported in another fund. 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 account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The Village had the following significant Special Revenue funds:

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

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***Street Construction Maintenance and Repair*** This fund accounts for and reports that portion of the State gasoline tax and motor vehicle license registration fees restricted for construction, maintenance, and repair of streets within the Village.

***Parks and Recreation Fund*** This fund local income tax receipts, donations, and charges for services monies for the purpose of providing leisure time activities for the general public and maintaining the Village parks.

***Police, Fire and EMS Services Fund*** This fund receives income tax receipts which will be used for police, fire, and EMS services.

***Debt Service Funds*** These funds account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest. The Village had the following significant Debt Service fund:

***Special Assessment – Murbach #5-03*** This fund receives special assessment revenue for the repayment of special assessment bond issues.

***Capital Project Funds*** These funds account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. The Village had the following significant Capital Project fund:

***Capital Projects Fund*** This fund receives local income tax for various construction and improvement projects.

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

***Water Fund*** This fund receives charges for services from residents and commercial users to cover water service costs.

***Sewer Fund*** This fund receives charges for services from residents and commercial users to cover sewer service costs.

***Fiduciary Funds*** Fiduciary funds include private purpose trust funds, investment trust funds and custodial funds. Trust funds account for assets held under a trust agreement meeting certain criteria.

Custodial funds are purely custodial in nature and are used to report fiduciary activity that is not required to be reported in a trust fund. The Village’s custodial fund accounts for activity of the Archbold Community Improvement Corporation (the Corporation) which is described in detail in Note 13.

For regulatory purposes, certain own source revenues are permitted to flow through clearing funds presented as custodial funds. The amounts distributed to the other funds of the entity are identified on the combined statement of additions, deductions and change in fund balance (regulatory cash basis) for the fiduciary fund type. Also, for regulatory purposes, certain deposits and clearing funds are permitted to be presented as custodial funds.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

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***Basis of Accounting***

These financial statements follow the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C). This basis is similar to the cash receipts and disbursements accounting basis. The Board recognizes receipts when received in cash rather than when earned and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (C) permit.

***Budgetary Process***

The Ohio Revised Code requires that each fund (except certain custodial funds) be budgeted annually.

***Appropriations*** Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function or object level of control and appropriations may not exceed estimated resources. The Village Council must annually approve appropriation measures and subsequent amendments. Unencumbered appropriations lapse at year end.

***Estimated Resources*** Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered cash as of January 1. The County Budget Commission must approve estimated resources.

***Encumbrances*** 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.

A summary of 2023 budgetary activity appears in Note 4.

***Deposits and Investments***

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

The Village values certificate of deposits at cost.

***Capital Assets***

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

***Accumulated Leave***

Village employees earn sick and vacation time that can be used for time off. 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.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

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***Fund Balance***

Fund balance is 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:

***Nonspendable*** The Village classifies assets as *nonspendable* when legally or contractually required to maintain the amounts intact. For regulatory purposes nonspendable fund balance includes unclaimed monies that are required to be held for five years before they may be utilized by the Village and the nonexpendable portion of the corpus in permanent funds.

***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 or regulations of other governments; or is imposed by law through constitutional provisions.

***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.

***Assigned*** Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as *restricted* or *committed*. For regulatory purposes, assigned fund balance in the General fund is limited to encumbrances outstanding at year end.

***Unassigned*** Unassigned fund balance is the residual classification for the General fund and includes amounts not included in the 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.

For regulatory purposes, limited disclosure related to fund balance is included in Note 15.

**Note 3 – Compliance**

The Village did not allocate income tax receipts in accordance with Codified Ordinances of the Village of Archbold § 33.013 and Village Ordinance 2022-05 for the year ended December 31, 2023.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

**Note 4 – Budgetary Activity**

Budgetary activity for the year ending December 31, 2023 follows:

2023 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$3,893,899	\$3,723,285	(\$170,614)
Special Revenue	3,536,070	3,619,937	83,867
Debt Service	21,969	20,607	(1,362)
Capital Projects	3,072,000	3,935,949	863,949
Enterprise	5,116,500	5,425,628	309,128
<b>Total</b>	<b>\$15,640,438</b>	<b>\$16,725,406</b>	<b>\$1,084,968</b>

2023 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$3,690,200	\$3,218,295	\$471,905
Special Revenue	4,419,010	3,916,662	502,348
Debt Service	22,971	22,971	
Capital Projects	6,321,011	5,318,565	1,002,446
Enterprise	7,027,600	5,116,353	1,911,247
<b>Total</b>	<b>\$21,480,792</b>	<b>\$17,592,846</b>	<b>\$3,887,946</b>

**Note 5 – Deposits**

To improve cash management, cash received by the Village is pooled. Monies for all funds are maintained in this pool. The Ohio Revised Code prescribes allowable deposits and investments. The Village also has segregated accounts which include clearing accounts that are not part of this pool. A summary of the Village’s deposit accounts are as follows:

<b>Cash Management Pool:</b>	<b>2023</b>
Demand Deposits	\$13,002,228
<b>Segregated Accounts - Not held in the Pool:</b>	
Payroll Clearing Account (Not held in Pool)	\$46,002

The Village has a payroll clearing account that is held outside of the deposit pool where gross payroll is held for distribution. The expenditures included in the accompanying financial statement reflect gross payroll. The balance in the Village’s payroll clearing account represent unremitted employee payroll withholdings.

***Deposits***

Deposits are insured by the Federal Deposit Insurance Corporation.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

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**Note 6 – Taxes**

***Property Taxes***

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 non-business, owner occupancy, and homestead exemption credits and/or homestead and rollback deductions. The financial statements include these credits and/or deduction 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 real property located within the Village.

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

***Income Taxes***

The Village levies a municipal income tax of 1.8 percent on substantially all earned income arising from employment, residency, or business activities within the Village as well as certain income of residents earned outside of the Village.

Employers within the Village withhold income tax on employee compensation and remit the tax to the Village either monthly or quarterly, as required. Corporations and other individual taxpayers pay estimated taxes quarterly and file a declaration annually.

**Note 7 – Risk Management**

**Buckeye Ohio Risk Management Agency**

The Village is a member of the Buckeye Ohio Risk Management Agency, Inc. (the Pool). The Pool assumes the risk of loss up to the limits of the Village's Employee Health Plan policy. The Pool may make supplemental assessments if the experience of the overall pool is unfavorable. The Pool covers the following risks:

- Medical Benefits;
- Prescription drug; and
- Dental benefits

The Pool reported the following summary of assets and actuarially-measured liabilities available to pay those liabilities as of December 31, 2023:

	<u>2023</u>
Assets	\$6,464,551
Liabilities	\$3,735,142

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

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***Risk Pool Membership***

The Village is a member of the Public Entities Pool of Ohio (the Pool). The Pool assumes the risk of loss up to the limits of the Village's policy. The Pool covers the following risks:

- General liability and casualty
- Public official's liability
- Cyber
- Law enforcement liability
- Automobile liability
- Vehicles
- Property
- Equipment breakdown

The Pool reported the following summary of assets and actuarially-measured liabilities available to pay those liabilities as of December 31:

	<u>2023</u>
Cash and investments	\$43,996,442
Actuarial liabilities	\$19,743,401

**Note 8 – Defined Benefit Pension Plans**

***Ohio Public Employees Retirement System***

Some Village employees belong 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 health care and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10 percent of their gross salaries, and the Village contributed an amount equaling 14 percent of participants' gross salaries. The Village has paid all contributions required through December 31, 2023.

***Ohio Police and Fire Retirement System***

Village's certified Fire Fighters and full-time Police Officers belong to the Ohio Police and Fire Pension Fund (OP&F). OP&F is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement health care and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OP&F participants contributed 12.25 percent of their wages. The Village contributed to OP&F an amount equal to 19.5 percent of full-time police members' wages and 24 percent of full-time fire fighters' wages. The Village has paid all contributions required through December 31, 2023.

***Social Security***

Several Village employees contributed to Social Security. This plan provides retirement benefits, including survivor and disability benefits to participants.



**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

Employees contributed 6.2 percent of their gross salaries. The Village contributed an amount equal to 6.2 percent of participants' gross salaries. The Village has paid all contributions required through December 31, 2023.

**Note 9 – Postemployment Benefits**

Both OPERS and OP&F offer cost-sharing, multiple-employer defined benefit postemployment plans. OPERS offers a health reimbursement arrangement (HRA) allowance to benefit recipients meeting certain age and service credit requirements. The HRA is an account funded by OPERS that provides tax-free reimbursement for qualified medical expenses such as monthly post-tax insurance premiums, deductibles, co-insurance, and co-pays incurred by eligible benefit recipients and their dependents. OP&F uses a stipend-based health care model. A stipend funded by OP&F is placed in individual Health Reimbursement Accounts that retirees use to be reimbursed for health care expenses. For calendar year 2023, the portion of OPERS employer contributions allocated to health care was 0 percent for members in the traditional pension plan and 2 percent for members in the combined plan. For 2023, the portion of employer contributions OPERS allocated to health care for members in the member-directed plan was 4 percent; however, a portion of the health care rate was funded with reserves. OP&F contributes 0.5 percent to fund these benefits

**Note 10 – Debt**

Debt outstanding at December 31, 2023, was as follows:

	<u>Principal</u>	<u>Interest Rate</u>
General Obligation Bonds	\$1,625,000	various
Special Assessment Bonds	15,000	various
Meter Upgrade Note Series 2019	343,883	2.95%
OWDA WWTP Improvements	3,398,218	1.42%
OWDA GAC Water System and Improvements	7,789,820	0.68%
OWDA Elevated Water Tower	1,065,496	0.85%
Total	<u>\$14,237,417</u>	

The General Obligation Bonds were issued (1) to pay costs of improving Woodland and Memorial Parks and (2) to pay a portion of the costs of improving and expanding the Village's Wastewater Treatment Plant. The 2016 refunding of a portion of the 2010 bonds will mature in 2030. The Parks and Recreation Fund and the Sewer Fund will pay for the debt. Debt payments will be made semi-annually. The Village's taxing authority collateralized the bonds.

The Special Assessment Bonds consist of sewer and street improvements, which are payable from the proceeds of tax assessments against individual property owners. However, the Village does pledge its full faith and credit and revenues to the payment of the debt charges on such bonds.

The Water Meter Upgrade Note, Series 2019 was issued for the purpose of paying costs of improving the Village's water meter reading system. The Note is payable monthly using revenue proceeds from the Water and Wastewater Funds. Monthly payments of \$10,568 will be made until October 11, 2026.

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

The Ohio Water Development Authority (OWDA) loan relates to a Wastewater Treatment Plant Improvements Aeration Tank Expansion Project. The Village will repay the loans in semiannual installments of \$143,597 including interest, over 15 years beginning in July 2022. Sewer receipts collateralize the loan. The Village has agreed to set utility rates sufficient to cover OWDA debt service requirements.

The Ohio Water Development Authority (OWDA) loan relates to a Water Treatment Plant Improvement Granulated Activated Carbon (GAC) and Ultraviolet (UV) Disinfection Project. The Village will repay the loans in semiannual installments of \$224,413 including interest, over 20 years beginning in January 2023. Water receipts collateralize the loan. The Village has agreed to set utility rates sufficient to cover OWDA debt service requirements.

The Ohio Water Development Authority (OWDA) loan relates to an Elevated Water Storage Tank Project. The Village will repay the loans in semiannual installments of \$65,100 including interest, over 10 years beginning in January 2023. The Village's taxing authority collateralized the loan.

***Amortization***

Amortization of the above debt, including interest, is scheduled as follows:

Year Ending December 31:	General Obligation Bonds	Special Assessment Bonds	Water Meter Upgrade Note Series 2019	Aeration Tank Phase I&II	GAC UV	Elevated Storage Tank
2024	\$263,038	\$15,844	\$126,822	\$287,195	\$448,826	\$130,201
2025	263,437		126,822	287,195	448,826	130,201
2026	263,738		105,685	287,195	448,826	130,201
2027	258,938			287,195	448,826	130,201
2028	264,138			287,195	448,826	130,201
2029-2033	443,975			1,435,975	2,244,132	455,705
2034-2038				861,585	2,244,132	
2039-2042					1,570,892	
Total	<u>\$1,757,264</u>	<u>\$15,844</u>	<u>\$359,329</u>	<u>\$3,733,535</u>	<u>\$8,303,286</u>	<u>\$1,106,710</u>

**Note 11 – Construction and Contractual Commitments**

Vendor/Project	Contract Amount	Balance Outstanding December 31, 2023
Visu-Sewer of Ohio, LLC Sanitary Sewer Lining NW Improvements	\$1,248,027	\$706,584
Midwest Contracting, Inc. Village Hall Renovation Project	1,574,473	1,324,771

**Village of Archbold**  
*Fulton County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2023*

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**Note 12 – Public Entity Risk Pool**

The Village participates in the Ohio Municipal League Group Rating Plan (GRP) for worker’s compensation. The pool’s business and affairs are conducted by a twenty-six member Board of Trustees consisting of fifteen mayors, two council members, three administrators, three finance directors, and three law directors which are voted on by the members for staggered two-year terms. The Executive Director of the Ohio Municipal League serves as the coordinator of the Program. Each year the participants pay an enrollment fee to the program to cover the costs of administering the program.

**Note 13 – Related Organization**

**Archbold Community Improvement Corporation**

The Archbold Community Improvement Corporation (the Corporation) owns land which was purchased by the Village in the name of the Corporation. In the event this land is sold, all proceeds will revert to the Village. The appraised value of this land totals \$2,045,950 as of December 31, 2023.

**Note 14 – Related Party Transactions**

Brad Short, a Village Council Member, is employed by Kenn-Feld Group LLC which is a local dealership that sells various supplies and parts. In 2023, the Village spent \$1,972 in various purchases from Kenn-Feld Group. The purchases were presented on the bills and payroll reports approved by Village Council with full knowledge of Mr. Short’s employment at Kenn-Feld.

**Note 15 – Fund Balances**

Encumbrances are commitments related to unperformed contracts for goods or services. Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. At year end the balances of these amounts were as follows:

Fund Balances	Special Revenue	Capital Projects	Total
Outstanding Encumbrances	\$ 528,766	\$ 1,632,035	\$ 2,160,801

The fund balance of special revenue funds is either restricted or committed. The fund balance of debt service funds and capital projects fund are restricted committed or assigned. These restricted, committed and assigned amounts in the special revenue, debt service, capital projects funds would include the outstanding encumbrances. In the general fund, outstanding encumbrances are considered assigned.

**Note 16 – Other Financing Sources**

The Village charges the cost of operations originally expensed out of the General Fund to other Village funds based on percentages passed by Council resolution. In 2023, the General Fund had \$487,017 in Other Financing Sources due to reimbursements from other Village Funds.

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# OHIO AUDITOR OF STATE KEITH FABER



65 East State Street  
Columbus, Ohio 43215  
ContactUs@ohioauditor.gov  
800-282-0370

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

Village of Archbold  
Fulton County  
300 North Defiance Street  
P.O. Box 406  
Archbold, Ohio 43502-0406

To the Village Council:

We have audited, in accordance with the 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 (*Government Auditing Standards*), the financial statements of the cash balances, receipts, and disbursements for each governmental and proprietary fund type and the fiduciary fund type combined total as of and for the years ended December 31, 2024 and 2023, and the related notes to the financial statements of the Village of Archbold, Fulton County, Ohio (the Village), and have issued our report thereon dated September 30, 2025, wherein we noted the Village followed financial reporting provisions Ohio Rev. Code § 117.38 and Ohio Admin. Code 117-2-03(C) permit.

### ***Report on Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the Village's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, we do not express an opinion on the effectiveness of the Village's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Village's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We identified a certain deficiency in internal control, described in the accompanying schedule of findings as item 2024-001 that we consider to be a material weakness.

***Report on Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the Village's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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 an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings as item 2024-001.

***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

KEITH FABER  
Ohio Auditor of State



Tiffany L. Ridenbaugh, CPA, CFE, CGFM  
Chief Deputy Auditor

September 30, 2025

**VILLAGE OF ARCHBOLD  
FULTON COUNTY**

**SCHEDULE OF FINDINGS  
DECEMBER 31, 2024 AND 2023**

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

**FINDING NUMBER 2024-001**

**Noncompliance and Material Weakness**

**Codified Ordinances of the Village of Archbold § 33.013** and **Village Ordinance 2022-05** require 55.55 percent of income taxes collected are to be allocated for the design and installation of storm sewers, street improvements and repairs, the acquisition of right-of-way for storm sewers and streets, debt retirement and capital improvements for the Village, 27.78 percent to be allocated for parks and recreational programs for the Village, and 16.67 percent to be allocated for the operation and delivery of Police, Fire and EMS services.

Due to inadequate policies and procedures over income tax allocations, income tax receipts were not properly allocated in accordance with the Village’s approved ordinances. This error had the following impacts on the accompanying financial statements and notes to the financial statements:

Fund	Effect on 2024 Income Tax receipts	Effect on 2023 Income Tax receipts
General fund	(\$1,430,069)	(\$1,411,410)
Special Revenue funds:		
Police, Fire and EMS fund	1,082,611	1,028,193
Street, Construction, Maintenance and Repair	68,213	125,004
Parks fund	(74,513)	(58,091)
Capital Project fund	353,758	316,304

In addition to the adjustments above, security of persons and property disbursements in the full amount of the Police, Fire and EMS fund adjustments above were corrected each year from the General fund to the Police, Fire and EMS fund as these amounts were already expended in full. Failure to allocate income tax receipts in accordance with approved ordinances could cause restricted tax revenue to be used for purposes other than what was approved by voters.

Audit adjustments are reflected in the financial statements, notes to the financial statements, and in the accounting records correcting these misstatements. The Village should implement controls to help ensure all income tax receipts are properly allocated in accordance with approved Village ordinances.

**Officials’ Response:**

We did not receive a response from Officials to the finding reported above.

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# OHIO AUDITOR OF STATE KEITH FABER



**VILLAGE OF ARCHBOLD**

**FULTON COUNTY**

**AUDITOR OF STATE OF OHIO CERTIFICATION**

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



**Certified for Release 10/14/2025**

65 East State Street, Columbus, Ohio 43215  
Phone: 614-466-4514 or 800-282-0370

This report is a matter of public record and is available online at  
[www.ohioauditor.gov](http://www.ohioauditor.gov)