



Jim Petro Auditor of State

STATE OF OHIO

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JIM PETRO, AUDITOR OF STATE

REPORT OF INDEPENDENT ACCOUNTANTS

Freedom Township Portage County 7827 King Road Ravenna, Ohio 44266

To the Board of Trustees:

We have audited the accompanying financial statements of Freedom Township, Portage County, (the Township) as of and for the years ended December 31, 2001 and 2000. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

As discussed in Note 1, the Township prepares its financial statements on the basis of accounting prescribed or permitted by the Auditor of State, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances and reserves for encumbrances of the Township as of December 31, 2001 and 2000, and its combined cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 10, 2002 on our consideration of the Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Freedom Township Portage County Report of Independent Accountants Page 2

This report is intended solely for the information and use of management, the Board and other officials authorized to receive this report under § 117.26, Ohio Revised Code, and is not intended to be and should not be used by anyone other than these specified parties.

Jim Petro Auditor of State

May 10, 2002

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2001

	Governmental Fund Types			
	General	Special Revenue	Totals (Memorandum Only)	
Cash Receipts:				
Local Taxes	\$47,483	\$52,376	\$99,859	
Intergovernmental	76,077	59,916	135,993	
Licenses, Permits, and Fees	,	6,124	6,124	
Earnings on Investments	694	209	903	
Other Revenue	14,910	6,217	21,127	
Total Cash Receipts	139,164	124,842	264,006	
Cash Disbursements:				
Current:				
General Government	130,860	6,262	137,122	
Public Works	9,192	114,783	123,975	
Health	842	8,058	8,900	
Conservation - Recreation	9,069		9,069	
Debt Service:				
Redemption of Principal	13,623		13,623	
Interest and Fiscal Charges	2,059		2,059	
Capital Outlay	2,510	12,000	14,510	
Total Cash Disbursements	168,155	141,103	309,258	
Total Receipts (Under) Disbursements	(28,991)	(16,261)	(45,252)	
Other Financing Receipts and (Disbursements):				
Transfers-In		23,000	23,000	
Transfers-Out	(23,000)		(23,000)	
Other Uses	(148)		(148)	
Total Other Financing Receipts/(Disbursements)	(23,148)	23,000	(148)	
Excess of Cash Receipts and Other Financing				
Receipts Over/(Under) Cash Disbursements				
and Other Financing Disbursements	(52,139)	6,739	(45,400)	
Fund Cash Balances, January 1	77,151	48,124	125,275	
Fund Cash Balances, December 31	\$25,012	\$54,863	\$79,875	
Reserve for Encumbrances, December 31	\$3,036	\$4,500	\$7,536	

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

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2000

Totals Totals Ceneral Special (Memorandum) Cash Rocipts: 0.01y) Local Taxes \$41,620 \$40,455 \$82,075 Intergovermental 90,319 61,715 152,034 Licenses, Permis, and Fees 2,277 670 2,947 Other Revenue 13,868 7,436 7,436 Total Cash Receipts 147,884 117,763 265,647 Cash Disbursements: General Government 119,487 6,748 126,235 Public Works 6,666 115,190 121,856 146,704 16,704 Betwise: 0 13,623 13,623 13,623 13,623 Interest and Fiscal Charges 2,681 2,681 2,681 2,681 Cash Disbursements 159,460 132,2750 292,210 13,999 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 144 26,653 26,653 26,653 26,653 26,653 26,653 26,653		Governmental Fund Types			
Local Taxes \$41,620 \$40,455 \$82,075 Intergovernmental 90,319 61,715 152,034 Licenses, Permits, and Fees 7,436 7,436 Earnings on Investments 2,277 670 2,947 Other Revenue 13,668 7,437 21,155 Total Cash Receipts 147,884 117,763 265,647 Cash Disbursements: Current: 6,666 115,190 121,856 Public Works 6,666 115,190 121,856 9,712 9,712 Public Works 6,666 115,190 121,856 16,704 16,704 16,704 Debt Service: Redemption of Principal 13,623 13,623 13,623 13,623 Redemption of Principal 13,623 13,623 13,623 13,623 13,623 13,623 13,623 13,623 16,704 10,700 13,2750 292,210 10,000 10,000 10,000 10,000 10,000 10,000 10,000 10,000 10,000 10,000 11,444 <th></th> <th>General</th> <th></th> <th>(Memorandum</th>		General		(Memorandum	
Intergovernmental 90.319 61,715 152,034 Licenses, Permits, and Fees 7,436 7,436 7,436 Earnings on Investments 2,277 670 2,947 Other Revenue 13,668 7,487 21,155 Total Cash Receipts 147,884 117,763 265,647 Cash Disbursements: Current: General Government 119,487 6,748 126,235 Public Works 6,666 115,190 121,856 147,044 10,704 16,704 Health 9,712 9,712 0,712 9,712 0,712 9,712 Conservation - Recreation 16,704 116,704 10,704 16,704 16,704 Debt Service: 2,681 2,683 2,99 1,100 1,999 104 132,750<	Cash Receipts:				
Licenses, Permits, and Fees 7,436 7,436 Earnings on Investments 2,277 670 2,947 Other Revenue 13,668 7,487 21,155 Total Cash Receipts 147,884 117,763 265,647 Cash Disbursements: 119,487 6,748 126,235 Current: 6eneral Government 19,487 6,748 126,235 Public Works 6,666 115,190 121,856 Health 9,712 9,712 9,712 Other Serveice: 8 2,681 2,681 2,681 Capital Outlay 299 1,100 1,399 13,623 13,623 Total Cash Disbursements 159,460 132,750 292,210 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements): 111,576 (14,987) (26,563) Other Financing Receipts and (Disbursements): (11,576) (14,987) (26,563) Other Financing Receipts and Other Financing (23,020) (4,987) (26,007) Fund Cash Balances, January 1 100,171 53,111 <t< td=""><td>Local Taxes</td><td>\$41,620</td><td>\$40,455</td><td>\$82,075</td></t<>	Local Taxes	\$41,620	\$40,455	\$82,075	
Earnings on Investments 2,277 670 2,947 Other Revenue 13,668 7,487 21,155 Total Cash Receipts 147,884 117,763 265,647 Cash Disbursements: Current: 6,666 115,190 121,856 Public Works 6,666 115,190 121,856 Health 9,712 9,712 9,712 Conservation - Recreation 16,704 16,704 16,704 Debt Service: 2,681 2,681 2,681 2,681 Capital Outlay 299 1,100 1,399 100 1,399 Total Cash Disbursements 159,460 132,750 292,210 10,000 10,000 10,000 10,000 Transfers-In 10,000 10,000 10,000 10,000 10,000 Transfers-In 10,000 10,000 (10,000) (10,000) (10,000) (10,000) (10,000) (14,44) 14,444) 14,444) 14,444 14,444) 14,444 14,444) 14,444) 14,444) <td>Intergovernmental</td> <td>90,319</td> <td>61,715</td> <td>152,034</td>	Intergovernmental	90,319	61,715	152,034	
Other Revenue 13.668 7,487 21,155 Total Cash Receipts 147,884 117,763 265,647 Cash Disbursements: 119,487 6,748 126,235 Current: General Government 119,487 6,748 126,235 Public Works 6,666 115,190 121,866 Health 9,712 9,712 9,712 Conservation - Recreation 16,704 16,704 16,704 Debt Service: Redemption of Principal 13,623 13,623 13,623 Capital Outlay 299 1,100 1,399 704 2,681 2,681 2,681 2,681 2,681 2,681 2,683 2,685,633 2,614,444 ,	Licenses, Permits, and Fees		7,436	7,436	
Total Cash Receipts 147,884 117,763 265,647 Cash Disbursements: Current: General Government 119,487 6,748 126,235 Public Works 6,666 115,190 121,856 147,884 117,763 265,647 Health 9,712 9,712 9,712 9,712 9,712 9,712 9,712 9,712 0,712 9,712 0,712 9,712 9,712 9,712 0,712 9,712 9,712 0,712 9,712 0,712 9,712 9,712 9,712 0,712 9,712 9,712 9,712 9,712 0,712 9,712 0,712 9,712 0,712 9,712 0,712 9,712 9,712 0,713 0,713 0,713 0,713 0,713 0,714 0,000 (10,000) (10,000) (10,000) (10,000) (10,000) (1	Earnings on Investments	2,277	670	2,947	
Cash Disbursements: Current: General Government 119,487 6,748 126,235 Public Works 6,666 115,190 121,856 Health 9,712 9,712 9,712 Conservation - Recreation 16,704 16,704 16,704 Debt Service: Redemption of Principal 13,623 13,623 13,623 Interest and Fiscal Charges 2,681 2,681 2,681 2,681 Capital Outlay 299 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 (10,000) (10,000) Transfers-In 10,000 (10,000) (11,444) (1,444) Total Other Financing Receipts and Other Financing (23,020) (4,987) (28,007) Excess of Cash Receipts and Other Financing (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151	Other Revenue	13,668	7,487	21,155	
Current: General Government 119,487 6,748 126,235 Public Works 6,666 115,190 121,856 Health 9,712 9,712 9,712 Conservation - Recreation 16,704 16,704 Debt Service: 13,623 13,623 Redemption of Principal 13,623 2,681 Capital Outlay 299 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 10,000 Transfers-Out (11,444) (14,444) (14,444) Total Other Financing Receipts and Other Financing (11,444) (14,444) Total Other Financing Receipts and Other Financing (23,020) (4,987) (28,007) Excess of Cash Receipts and Other Financing (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, Jacumbra 31 </td <td>Total Cash Receipts</td> <td>147,884</td> <td>117,763</td> <td>265,647</td>	Total Cash Receipts	147,884	117,763	265,647	
General Government 119,487 6,748 126,235 Public Works 6,666 115,190 121,856 Health 9,712 9,712 Conservation - Recreation 16,704 16,704 Debt Service: Redemption of Principal 13,623 13,623 Interest and Fiscal Charges 2,681 2,681 2,681 Capital Outlay 299 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 (10,000) Transfers-In 10,000 (10,000) (10,000) Other Uses (1,444) (1,444) (1,444) Total Other Financing Receipts and Other Financing (23,020) (4,987) (28,007) Excess of Cash Receipts and Other Financing (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash	Cash Disbursements:				
Public Works 6,666 115,190 121,856 Health 9,712 9,712 Conservation - Recreation 16,704 16,704 Debt Service: 16,704 16,704 Redemption of Principal 13,623 13,623 Interest and Fiscal Charges 2,681 2,681 Capital Outlay 299 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 10,000 Transfers-In 10,000 (10,000) (10,000) (14,444) Total Other Financing Receipts and (Disbursements): (11,444) (1,444) (1,444) Total Other Financing Receipts and Other Financing (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275					
Health 9,712 9,712 9,712 Conservation - Recreation 16,704 16,704 Debt Service: 13,623 13,623 Redemption of Principal 13,623 2,681 Capital Outlay 299 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 10,000 Transfers-In 10,000 (10,000) (10,000) (14,444) Total Other Financing Receipts and (Disbursements): (11,444) (1,444) (1,444) Total Other Financing Receipts/(Disbursements) (11,444) (1,444) (1,444) Total Other Financing Receipts and Other Financing (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275				,	
Conservation - Recreation 16,704 16,704 Debt Service: 13,623 13,623 Redemption of Principal 13,623 2,681 Capital Outlay 299 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 10,000 Transfers-In 10,000 (10,000) (10,000) (10,000) Other Uses (11,444) 10,000 (1,444) Total Other Financing Receipts and Other Financing (23,020) (4,987) (28,007) Excess of Cash Receipts and Other Financing (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275		6,666			
Debt Service: Redemption of Principal 13,623 13,623 Interest and Fiscal Charges 2,681 2,681 Capital Outlay 299 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 10,000 Transfers-In 10,000 (10,000) (10,000) Transfers-Out (10,000) (10,000) (14,444) Total Other Financing Receipts/(Disbursements) (11,444) 10,000 (1,444) Total Other Financing Receipts and Other Financing (23,020) (4,987) (28,007) Excess of Cash Receipts and Other Financing (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275			9,712		
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Interest and Fiscal Charges 2,681 2,681 Capital Outlay 299 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 10,000 Transfers-In 10,000 (10,000) (10,000) Other Uses (1,444) (1,444) (1,444) Total Other Financing Receipts and Other Financing (11,444) 10,000 (1,444) Excess of Cash Receipts and Other Financing (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$12,52,575		10.000		10.000	
Capital Outlay 299 1,100 1,399 Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 Transfers-In 10,000 (10,000) Transfers-Out (10,000) (10,000) Other Uses (1,444) (1,444) Total Other Financing Receipts/(Disbursements) (11,444) 10,000 (1,444) Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275					
Total Cash Disbursements 159,460 132,750 292,210 Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 Transfers-In 10,000 (10,000) Transfers-Out (10,000) (10,000) Other Uses (1,444) (1,444) Total Other Financing Receipts/(Disbursements) (11,444) 10,000 Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275	-		4 400		
Total Receipts (Under) Disbursements (11,576) (14,987) (26,563) Other Financing Receipts and (Disbursements): 10,000 10,000 Transfers-In 10,000 (10,000) Transfers-Out (10,000) (10,000) Other Uses (1,444) (1,444) Total Other Financing Receipts/(Disbursements) (11,444) 10,000 Excess of Cash Receipts and Other Financing (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275	Capital Outlay	299	1,100	1,399	
Other Financing Receipts and (Disbursements): 10,000 Transfers-In 10,000 Transfers-Out (10,000) Other Uses (1444) Total Other Financing Receipts/(Disbursements) (11,444) Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements (23,020) Fund Cash Balances, January 1 100,171 53,111 Fund Cash Balances, December 31 \$77,151 \$48,124	Total Cash Disbursements	159,460	132,750	292,210	
Transfers-In 10,000 10,000 Transfers-Out (10,000) (10,000) Other Uses (1,444) (1,444) Total Other Financing Receipts/(Disbursements) (11,444) 10,000 (1,444) Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275	Total Receipts (Under) Disbursements	(11,576)	(14,987)	(26,563)	
Transfers-Out (10,000) (10,000) Other Uses (1,444) (1,444) Total Other Financing Receipts/(Disbursements) (11,444) 10,000 (1,444) Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275					
Other Uses(1,444)(1,444)Total Other Financing Receipts/(Disbursements)(11,444)10,000(1,444)Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements(23,020)(4,987)(28,007)Fund Cash Balances, January 1100,17153,111153,282Fund Cash Balances, December 31\$77,151\$48,124\$125,275			10,000		
Total Other Financing Receipts/(Disbursements)(11,444)10,000(1,444)Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements(23,020)(4,987)(28,007)Fund Cash Balances, January 1100,17153,111153,282Fund Cash Balances, December 31\$77,151\$48,124\$125,275					
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements(23,020)(4,987)(28,007)Fund Cash Balances, January 1100,17153,111153,282Fund Cash Balances, December 31\$77,151\$48,124\$125,275	Other Uses	(1,444)		(1,444)	
Receipts Over/(Under) Cash Disbursements (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275	Total Other Financing Receipts/(Disbursements)	(11,444)	10,000	(1,444)	
and Other Financing Disbursements (23,020) (4,987) (28,007) Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275					
Fund Cash Balances, January 1 100,171 53,111 153,282 Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275					
Fund Cash Balances, December 31 \$77,151 \$48,124 \$125,275	and Other Financing Disbursements	(23,020)	(4,987)	(28,007)	
	Fund Cash Balances, January 1	100,171	53,111	153,282	
Reserve for Encumbrances, December 31 \$286 \$2,227 \$2,513	Fund Cash Balances, December 31	\$77,151	\$48,124	\$125,275	
	Reserve for Encumbrances, December 31	\$286	\$2,227	\$2,513	

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Freedom Township, Portage County, (the Township) is a body corporate and politic established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Township is directed by a publicly-elected three-member Board of Trustees. The Township provides road and bridge maintenance and cemetery maintenance.

The Township provides fire protection to its residents through the Garrettsville-Freedom-Nelson Joint Fire District, which is directed by an appointed three-member Board of Trustees. One Board member is appointed by each political subdivision within the District. Those subdivisions are the Village of Garrettsville, Freedom Township, and Nelson Township.

The Township provides ambulance service to its residents through the Community Emergency Medical Service District, which is directed by an appointed three-member Board of Trustees. One Board member is appointed by each political subdivision within the District. Those subdivisions are the Village of Garrettsville, Freedom Township, and Nelson Township.

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

B. Basis of Accounting

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

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

C. Cash and Investments

Investments are reported in fund cash balances. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains or losses at the time of sale are recorded as receipts or disbursements, respectively.

Certificates of deposit are valued at cost. The overnight sweep account (repurchase agreement) with the Township's financial institution is valued at amounts reported by the bank.

D. Fund Accounting

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

1. General Fund

The General Fund is the general operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

2. Special Revenue Funds

These funds are used to account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The Township had the following significant Special Revenue Funds:

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

Gasoline Tax Fund - This fund receives gasoline tax money to pay for constructing, maintaining and repairing Township roads.

Permissive Motor Vehicle License Tax Fund – This fund receives Township and County levied tax money to pay for constructing, maintaining and repairing Township roads.

E. Budgetary Process

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

1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund level of control and appropriations may not exceed estimated resources. The Board of Trustees must annually approve appropriation measures and subsequent amendments. The County Budget Commission must also approve the annual appropriation measure. Unencumbered appropriations lapse at year end.

2. Estimated Resources

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

3. Encumbrances

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

A summary of 2001 and 2000 budgetary activity appears in Note 3.

F. Property, Plant and Equipment

Acquisitions of property, plant and equipment are recorded as disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused vacation leave. Unpaid vacation leave is not reflected as a liability under the Township's basis of accounting

2. EQUITY IN POOLED CASH AND INVESTMENTS

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

	2001	2000
Demand deposits	\$5,742	(\$5,555)
Certificates of deposit	50,000	50,000
Total deposits	55,742	44,445
Repurchase agreement	24,133	80,830
Total deposits and investments	\$79,875	\$125,275

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

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

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2001 and 2000 follows:

2001 Budgeted vs. Actual Receipts			
	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$162,991	\$139,164	(\$23,827)
Special Revenue	308,575	147,842	(160,733)
Total	\$471,566	\$287,006	(\$184,560)

2001 Budgeted vs. Actual Budgetary Basis Expenditures			
	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$262,100	\$194,339	\$67,761
Special Revenue	335,503	145,603	189,900
Total	\$597,603	\$339,942	\$257,661

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000 (Continued)

3. BUDGETARY ACTIVITY (Continued)

2000 Budgeted vs. Actual Receipts			
	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$142,700	\$147,884	\$5,184
Special Revenue	123,185	127,763	4,578
Total	\$265,885	\$275,647	\$9,762

2000 Budgeted vs. Actual Budgetary Basis Expenditures			
	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$170,000	\$171,190	(\$1,190)
Special Revenue	184,000	134,977	49,023
Total	\$354,000	\$306,167	\$47,833

4. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by Board of Trustees. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. Homestead and rollback amounts are then paid by the State, and are reflected in the accompanying financial statements as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to make semiannual payment, the first half is due December 31. The second half payment is due the following June 20.

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

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

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

5. DEBT

Debt outstanding at December 31, 2001 was as follows:

General Obligation Note	Principal	Interest Rate
Park land purchase	\$34,643	4%

The general obligation note was issued to finance the purchase of land to be used for the Townships to develop a park. The note is collateralized solely by the Township's taxing authority.

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000 (Continued)

Conoral

5. DEBT (Continued)

	General
	Obligation
	Notes
Year ending December 31:	
2002	\$15,278
2003	14,468
2004	13,754
Total	\$43,500

6. RETIREMENT SYSTEMS

The Township's certified employees belong to the Public Employees Retirement System (PERS) of Ohio. PERS is cost-sharing, multiple-employer plan. This plan provides retirement benefits, including postretirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code.

Contribution rates are also prescribed by the Ohio Revised Code. For 2001 and 2000, PERS members contributed 8.5% of their gross salaries. The Township contributed an amount equal to 13.55% of participants' gross salaries for 2001 and from January 1, 2000 through June 30, 2000. PERS temporarily reduced the employer contribution rate to 8.13%, effective July 1, 2000 through December 31, 2000. The Township has paid all contributions required through December 31, 2001.

7. RISK MANAGEMENT

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty insurance for its members. OTARMA is a member of the American Public Entity Excess Pool (APEEP). Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

A. Casualty Insurance

OTARMA retains casualty risks up to \$250,000 per claim. Claims exceeding \$250,000 are reinsured with APEEP up to \$1,750,000 per claim and \$5,000,000 in the aggregate per year. Governments can elect additional coverage, from \$2,000,000 to \$10,000,000 from the General Reinsurance Corporation. If losses exhaust OTARMA's retained earnings, APEEP covers OTARMA losses up to \$5,000,000 per year, subject to a per-claim limit of \$2,000,000.

B. Property Insurance

OTARMA retains property risks including automobile physical damage up to \$100,000 on any specific loss. The Travelers Indemnity Company reinsures specific losses exceeding up \$100,000. The Travelers Indemnity Company also provides aggregate excess coverage for property including automobile physical damage subject to an annual stop loss. When the stop loss is reached in any year, The Travelers Indemnity Company provides coverage in excess of \$10,000.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2001 AND 2000 (Continued)

7. RISK MANAGEMENT (Continued)

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

C. Financial Position

OTARMA's financial statements (audited by other accountants) conform to generally accepted accounting principals, and reported the following assets, liabilities and retained earnings at December 31:

Casualty Coverage Assets Liabilities	<mark>2000</mark> \$22,684,383 8,924,977	2001 \$23,703,776 9,379,003
Retained Earnings	\$13,759,406	\$14,324,773
Property Coverage Assets Liabilities Retained Earnings	\$4,156,784 487,831 \$3,668,953	\$5,011,131 647,667 \$4,363,464



STATE OF OHIO OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

REPORT OF INDEPENDENT ACCOUNTANTS ON COMPLIANCE AND ON INTERNAL CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS

Freedom Township Portage County 7827 King Road Ravenna, Ohio 44266

To the Board of Trustees:

We have audited the accompanying financial statements of Freedom Township, Portage County, (the Township) as of and for the years ended December 31, 2001 and 2000, and have issued our report thereon dated May 10, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Township's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance that are required to be reported under *Government Auditing Standards* which are described in the accompanying schedule of findings as items 2001-41167-001 and 2001-41167-002. *We* also noted certain immaterial instances of noncompliance that we have reported to management of the Township in a separate letter dated May 10, 2002.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted a certain matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention that, in our judgment, could adversely affect Freedom Township's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. The reportable condition is described in the accompanying schedule of findings as item 2002-41167-003.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all

Freedom Township Portage County Report on Compliance and on Internal Control Required by *Government Auditing Standards* Page 2

reportable conditions that are also considered to be material weaknesses. However, we believe the reportable condition described above is not a material weakness. We also noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the Township in a separate letter dated May 10, 2002.

This report is intended solely for the information and use of the management and the Board of Trustees, and is not intended to be and should not be used by anyone other than these specified parties.

Jim Petro Auditor of State

May 10, 2002

SCHEDULE OF FINDINGS DECEMBER 31, 2001 AND 2000

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

FINDING NUMBER 2001-41167-001

Noncompliance - Finding for Recovery

Ohio Constitution, Article II, Section 20, OAG 81-099, and AOS Bulletin 96-002 prohibits Township trustees from receiving "in-term" increases in compensation. An in-term increase in the amount of insurance benefits a trustee receives is considered an in-term increase in compensation. Township Trustee, William McDowell's current term of office is 2000-2004. On January 4, 2001, the Board of Trustees passed resolution number 01-04-08, which changed the percentage that employees would be required to pay of their monthly medical insurance premium. The resolution changed the employees' liability for their monthly medical insurance premium from 20% to 0%. William McDowell received benefits of the change to the monthly medical insurance premium liability for all of 2001 and three months into fiscal year 2002. Based on his term of office, Mr. McDowell received an in-term pay increase. William McDowell's twenty percent monthly liability for insurance benefits was \$137.42 per month for the months of January to May 2001. Then, beginning June 2001, this amount changed to \$145.86 a month and remains this amount through March 2002. Therefore, William McDowell was overpaid by \$2,145.70.

In accordance with the foregoing facts, and pursuant to Ohio Revised Code § 117.28, a Finding for Recovery for public money illegally expended is hereby issued against Township Trustee, William McDowell, and the Ohio Township Association Risk Management Authority (OTRMA), his bonding company, and in favor of Freedom Township General Fund, in the amount of two thousand one hundred forty-five dollars and seventy cents.

FINDING NUMBER 2001-41167-002

Noncompliance - Finding for Recovery

Ohio Revised Code § 505.24 sets Trustees' compensation based upon the Township's certified resources. For fiscal year 2000, this code section allowed trustees to earn \$35.01 per day (maximum of 200 days per year) or \$7,002 for the entire year when certified resources were between \$250,000 and \$500,000. For certified resources between \$500,000 and \$750,000, trustees were allowed to be paid \$37.13 per day (maximum of 200 days per year) or \$7,426 annually. The Trustees adopted a resolution to establish the salary method of compensation. The Township's fiscal year 2000 Official Certificate of Estimated Resources, dated September 7, 1999, total amount was \$721,025. The Township then amended the official certificate on June 29, 2000 to decrease the total amount to \$419,011. As a result, the trustees should have been paid for one half of the year utilizing the \$500,000 range, July through December. The compensation of each trustee for fiscal year 2000 was calculated to be \$7,214. Payroll records show that all three trustees - William McDowell, James Leet, and Thomas Lawson - received \$7,426 in compensation for fiscal year 2000. Therefore, William McDowell, James Leet, and Thomas Lawson were overpaid by \$212 each.

In accordance with the foregoing facts, and pursuant to Ohio Revised Code § 117.28, a Finding for Recovery for public money illegally expended is hereby issued against Township Trustee, William McDowell, James Leet, and Thomas Lawson and the Ohio Township Association Risk Management Authority (OTRMA), their bonding company, and in favor of Freedom Township General Fund, in the

Freedom Township Portage County Schedule of Findings Page 2

FINDING NUMBER 2001-41167-002 (Continued)

amount of two hundred twelve dollars each, or a total of six hundred and thirty-six dollars.

FINDING NUMBER 2001-41167-003

Reportable Condition

During testing we noted certain immaterial instances of noncompliance pertaining to the budgetary requirements established by the Ohio Rev. Code, which indicate a general weakness in internal control over budgetary process.

This weakness may hinder the ability of the Township to materially comply with budgetary requirements established by the Ohio Rev. Code. Additionally, complying with these budgetary requirements serves to improve internal control over financial management and financial reporting.

We recommend the Township become familiar with the applicable budgetary requirements of the Ohio Rev. Code. To obtain a basic understanding of the more significant budgetary provisions applicable to the Township, the Township should review Chapter 1 of the *Ohio Compliance Supplement*, prepared by the Auditor of State. The Township should review its budgetary process and design policies and procedures to help ensure compliance with the applicable budgetary requirements. As part of its budgetary process, the Township should monitor budget and actual balances on a regular basis (e.g., monthly) and amend the budget when it becomes necessary to do so. The Township should also consider utilizing the checklist provided by the County Auditor which identifies when certain budgetary items are due.

SCHEDULE OF PRIOR AUDIT FINDINGS FISCAL YEAR END DECEMBER 31, 2001

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i> :
1999-41167-001	Reportable Condition caused by certain immaterial instances of noncompliance pertaining to the budgetary requirements established by the Ohio Revised Code.	No	Repeated for this audit as Finding No. 2001-41167-003



STATE OF OHIO OFFICE OF THE AUDITOR

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FREEDOM TOWNSHIP

PORTAGE COUNTY

CLERK'S CERTIFICATION

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

Susan Babbett

CLERK OF THE BUREAU

CERTIFIED JUNE 25, 2002