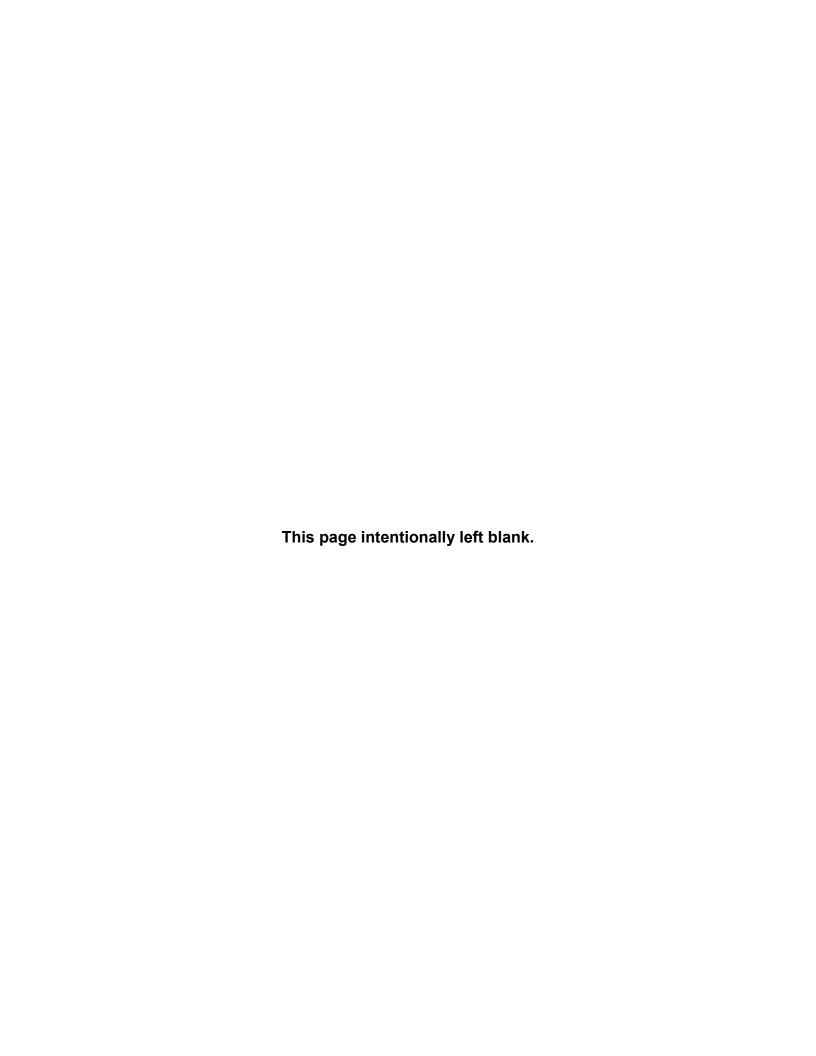




TABLE OF CONTENTS

IIILE	PAGE
Independent Accountants' Report	1
Combined Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balances - All Governmental and Fiduciary Fund Types - For the Year Ended December 31, 2003	3
Combined Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balances - All Governmental and Fiduciary Fund Types - For the Year Ended December 31, 2002	4
Notes to the Financial Statements	5
Independent Accountants' Report on Compliance and on Internal Control Required by Government Auditing Standards	11
Schedule of Findings	13





INDEPENDENT ACCOUNTANTS' REPORT

Troy Township Geauga County 13950 Main Market Road Burton Ohio 44021

To the Board of Trustees:

We have audited the accompanying financial statements of Troy Township, Geauga County, Ohio (the Township) as of and for the years ended December 31, 2003 and December 31, 2002. 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.

The Township's financial transactions were processed using the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to conduct the audit of the Township because the Auditor of State designed, developed, implemented, and, as requested, operates UAN. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code §117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code §§ 117.11 (B) and 115.56 mandate the Auditor of State to audit Ohio governments.

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, 2003 and December 31, 2002, 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 March 18, 2004 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.

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Troy Township Geauga County Independent Accountants' Report Page 2

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

Betty Montgomery

Auditor of State

March 18, 2004

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL AND FIDUCIARY FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2003

	Governmental Fund Types			Fiduciary Fund Type	Totals	
	General	Special Revenue	Debt Service	Capital Projects	Non-Expendable Trust	(Memorandum Only)
Cash Receipts:						
Local Taxes	\$55,663	\$398,628	\$79,280	\$0	\$0	\$533,571
Intergovernmental	79,469	103,372	0	159,419	0	342,260
Licenses, Permits, and Fees	6,801	0	0	0	0	6,801
Earnings on Investments	2,909	942	0	0	4	3,855
Other Revenue	7,623	31,981	0	0	0	39,604
Total Cash Receipts	152,465	534,923	79,280	159,419	4	926,091
Cash Disbursements:						
Current:						
General Government	113,061	0	0	0	0	113,061
Public Safety	0	92,079	0	0	0	92,079
Public Works	3,802	178,135	0	0	0	181,937
Health	11,077	1,720	0	0	0	12,797
Conservation - Recreation	8,484	0	0	0	0	8,484
Debt Service:						
Redemption of Principal	0	0	58,159	0	0	58,159
Interest and Fiscal Charges	0	0	28,284	0	0	28,284
Capital Outlay	54,150	57,911	0	159,419	0	271,480
Total Cash Disbursements	190,574	329,845	86,443	159,419	0	766,281
Total Receipts Over/(Under) Disbursements	(38,109)	205,078	(7,163)	0	4	159,810
Other Financing Receipts and (Disbursements):						
Transfers-In	0	0	7,163	0	0	7,163
Transfers-Out	(7,163)	0	0	0	0	(7,163)
Total Other Financing Receipts/(Disbursements)	(7,163)	0	7,163	0_	0	0
Excess of Cash Receipts and Other Financing						
Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	(45,272)	205,078	0	0	4	159,810
Fund Cash Balances, January 1, 2003	121,784	266,109	627	28,006	686	417,212
Fund Cash Balances, December 31, 2003	\$76,512	\$471,187	\$627	\$28,006	\$690	\$577,022
Reserve for Encumbrances, December 31, 2003	\$0	\$0	\$0	\$0	\$0	\$0

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 AND FIDUCIARY FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2002

	Governmental Fund Types			Fiduciary Fund Type	Totals	
	General	Special Revenue	Debt Service	Capital Projects	Non-Expendable Trust	(Memorandum Only)
Cash Receipts:						
Local Taxes	\$40,974	\$400,632	\$86,444	\$0	\$0	\$528,050
Intergovernmental	104,709	93,539	0	0	0	198,248
Licenses, Permits, and Fees	5,663	0	0	0	0	5,663
Earnings on Investments	5,099	508	0	0	4	5,611
Other Revenue	15,120	39,776	0	0	0	54,896
Total Cash Receipts	171,565	534,455	86,444	0	4	792,468
Cash Disbursements:						
Current:						
General Government	105,764	0	0	0	0	105,764
Public Safety	0	80,302	0	0	0	80,302
Public Works	132,517	375,502	0	0	0	508,019
Health	13,534	1,496	0	0	0	15,030
Conservation - Recreation	28,778	0	0	0	0	28,778
Debt Service:						
Redemption of Principal	0	0	52,387	0	0	52,387
Interest and Fiscal Charges	0	0	34,057	0	0	34,057
Capital Outlay	6,531	43,483	0	0	0	50,014
Total Cash Disbursements	287,124	500,783	86,444	0	0	874,351
Total Receipts Over/(Under) Disbursements	(115,559)	33,672	0	0	4	(81,883)
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements						
and Other Financing Disbursements	(115,559)	33,672	0	0	4	(81,883)
Fund Cash Balances, January 1, 2002	237,343	232,437	627	28,006	682	499,095
Fund Cash Balances, December 31, 2002	\$121,784	\$266,109	\$627	\$28,006	\$686	\$417,212
Reserve for Encumbrances, December 31, 2002	\$0	\$1,720	\$0	\$0	\$0	\$1,720

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 AND 2002

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Troy Township, Geauga 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, cemetery maintenance, fire protection and emergency medical services. The Township contracts with the Geauga County Sheriff's Department for police protection.

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 as 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.

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.

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.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 AND 2002 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Fund Accounting (Continued)

2. Special Revenue Funds (Continued)

Fire District Fund - This fund receives property tax money to provide fire protection to Township residents.

3. Debt Service Fund

The debt service fund is used to accumulate resources for the payment of bonds and note indebtedness. The Township had the following significant debt service fund:

Bond Retirement Fund – This fund receives property tax money for the retirement of building improvement bonds and fire truck bonds.

4. Capital Project Fund

These funds are used to account for receipts that are restricted for the acquisition or construction of major capital projects (except those financed through enterprise or trust funds). The Township had the following significant capital project fund:

Issue II Fund - The Township received a grant from the State of Ohio in 2003 to improve a portion of Tilden Road.

5. Fiduciary Fund (Trust Fund)

These funds are used to account for resources restricted by legally binding trust agreements. The agreement requires the Township maintain the corpus of the trust. The Township had the following significant fiduciary fund:

Cemetery Bequest Fund – This fund is used for the purpose of maintaining certain grave sites in the Township's cemetery.

E. Budgetary Process

The Ohio Revised Code requires that each fund (except certain agency funds) 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.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 AND 2002 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

E. Budgetary Process (Continued)

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 2003 and 2002 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.

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:

	2003	2002
Total deposits	\$577,022	\$417,212

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

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2003 and December 31, 2002 follows:

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	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$136,893	\$152,465	\$15,572
Special Revenue	484,648	534,923	50,275
Debt Service	86,444	86,443	(1)
Capital Projects	176,000	159,419	(16,581)
Fiduciary	5	4	(1)
Total	\$883,990	\$933,254	\$49,264

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 AND 2002 (Continued)

3. BUDGETARY ACTIVITY (CONTINUED)

2003 Budgeted vs. Actual Budgetary Basis Expenditures

	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$279,309	\$197,737	\$81,572
Special Revenue	730,125	329,845	400,280
Debt Service	87,071	86,443	628
Capital Projects	28,005	159,419	(131,414)
Fiduciary	690	0	690
Total	\$1,125,200	\$773,444	\$351,756

2002 Budgeted vs. Actual Receipts

	Budgeted	Actual	_
Fund Type	Receipts	Receipts	Variance
General	\$142,154	\$171,565	\$29,411
Special Revenue	481,965	534,455	52,490
Debt Service	86,444	86,444	0
Capital Projects	103	0	(103)
Fiduciary	13	4	(9)
Total	\$710,679	\$792,468	\$81,789

2002 Budgeted vs. Actual Budgetary Basis Expenditures

	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$365,546	\$287,124	\$78,422
Special Revenue	682,043	502,503	179,540
Debt Service	87,071	86,444	627
Capital Projects	28,108	0	28,108
Fiduciary	695	0	695
Total	\$1,163,463	\$876,071	\$287,392

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.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 AND 2002 (Continued)

4. PROPERTY TAX (CONTINUED)

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, 2003 was as follows:

	Principal	Interest Rate
Building Improvement Bonds	\$289,078	5.99%
Fire Truck Acquisition Bonds	149,517	5.15%
Total	\$438,595	

The Building Improvement Bonds were issued in 2000 to finance an addition to the Township hall. The Fire Truck Acquisition bonds were issued in 2001 to finance the purchase of a new fire truck. The bonds are collateralized solely by the Township's taxing authority.

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

	Buidling Improvement	Fire Truck Acquisition
	Bonds	Bonds
Year ending December 31:		
2004	\$51,766	\$34,678
2005	51,766	34,678
2006	51,766	34,678
2007	51,766	34,678
2008	51,766	34,678
2009 – 2010	103,532	0
Total	\$362,362	\$173,390

6. RETIREMENT SYSTEMS

Ohio Public Employees Retirement System (OPERS) is a cost sharing, multiple employer plan. This plan provides retirement benefits, including post retirement health care, 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 2003 and 2002, members of OPERS contributed 8.5% of their gross salaries. The Township contributed an amount equal to 13.55% of participants' gross salaries. The Township has paid all contributions required through December 31, 2003.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2003 AND 2002 (Continued)

7. RISK MANAGEMENT

Risk Pool Membership

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 coverage 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.

Casualty Coverage

OTARMA retains casualty risks up to \$250,000 per claim, including loss adjustment expenses. 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.

Property Coverage

OTARMA retains property risks, including automobile physical damage, up to \$10,000 on any specific loss with an annual aggregate of \$700,000 for 2001 and \$1,250,000 for 2002. The Travelers Indemnity Company reinsures losses exceeding \$10,000 if the annual aggregate is reached and all specific losses exceeding \$100,000. APEEP's Operating Fund and Guarantee Fund pay for losses and loss adjustment expenses should they exceed operating contributions.

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.

Financial Position

OTARMA's financial statements (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31 2002 and 2001 (the latest information available):

Casualty Coverage	<u>2002</u>	<u>2001</u>	
Assets	\$23,757,036	\$23,703,776	
Liabilities	<u>(9,197,512)</u>	(9,379,003)	
Retained earnings	<u>\$14,559,524</u>	<u>\$14,324,773</u>	
Property Coverage	2002	<u>2001</u>	
Assets	\$6,596,996	\$5,011,131	
Liabilities	(1,204,326)	<u>(647,667)</u>	
Retained earnings	<u>\$5,392,670</u>	<u>\$4,363,464</u>	



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

Troy Township Geauga County 13950 Main Market Road Burton, Ohio 44021

To the Board of Trustees:

We have audited the accompanying financial statements of Troy Township, Geauga County, Ohio (the Township) as of and for the years ended December 31, 2003 and December 31, 2002, and have issued our report thereon dated March 18, 2004, wherein we noted that the Township's financial transactions were processed using the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to conduct the audit of the Township because the Auditor of State designed, developed, implemented, and, as requested, operates UAN. 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 an instance of noncompliance that is required to be reported under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 2003-001. We also noted certain immaterial instances of noncompliance that we have reported to management of the Township in a separate letter dated March 18, 2004.

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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that 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. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we 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 March 18, 2004.

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Troy Township
Geauga County
Independent Accountants' Report on Compliance and on Internal Control
Required by Government Auditing Standards
Page 2

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

Betty Montgomery Auditor of State

Butty Montgomery

March 18, 2004

SCHEDULE OF FINDINGS DECEMBER 31, 2003 and 2002

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

FINDING NUMBER 2003-001

Noncompliance Citation

Expenditures and Encumbrances in Excess of Appropriations *

Ohio Revised Code Sections 5705.41(B) and (D) prohibits a subdivision or taxing unit from making an expenditure or an expenditure plus encumbrances unless it has been appropriated. During our year end testing for the fiscal years ending December 31, 2003 and December 31, 2002, we noted expenditures plus encumbrances exceeded appropriations at the legal level of control (fund level) as follows:

Fund Description	Appropriations Plus Prior Year Encumbrances	Expenditures Plus Encumbrances	<u>Difference</u>
<u>December 31, 2003</u> Capital Projects Fund Public Works Commission Projects	\$0	\$159,419	(\$159,419)
<u>December 31, 2002</u> Special Revenue Fund Road and Bridge Fund	330,713	333,104	(2,391)

The Township received Issue II monies during fiscal year 2003 which they properly included on the certificate of estimated resources; however, the Township did not appropriate the expenditure of the funds.

We recommend the Township amend appropriations as deemed appropriate in accordance with the above revised code section.



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TROY TOWNSHIP

GEAUGA 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.

CLERK OF THE BUREAU

Susan Babbitt

CERTIFIED MAY 11, 2004