

**REGIONAL PLANNING COMMISSION
COSHOCOTON COUNTY
CASH BASIS
ANNUAL FINANCIAL REPORT
TO**

**KEITH FABER
AUDITOR OF STATE**

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**FOR THE YEARS ENDED DECEMBER 31, 2022
THIS IS AN UNAUDITED FINANCIAL STATEMENT**

**MEMBER COUNTIES:
COSHOCOTON COUNTY**

COSHOCTON COUNTY REGIONAL PLANNING COMMISSION
COSHOCTON COUNTY

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REGIONAL PLANNING COMMISSION
COSHOCOTON COUNTY
STATEMENT OF NET POSITION - CASH BASIS
DECEMBER 31, 2022

	<u>Governmental Activities</u>
ASSETS:	
Equity in Pooled Cash and Cash Equivalents	\$26,574
Total Assets	<u>\$26,574</u>
NET POSITION:	
Restricted for:	
Capital Projects	
Unrestricted	<u>\$26,574</u>
TOTAL NET POSITION	<u>\$26,574</u>

See accompanying notes to the basic financial statements

REGIONAL PLANNING COMMISSION
 COSHOCTON COUNTY
STATEMENT OF ACTIVITIES - CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2022

	Cash Disbursements	Charges for Services	Operating Grants & Contributions	Capital Grants & Contributions	Net (Disbursements) Receipts & Changes in Net Assets Governmental Activities
Governmental Activities:					
General Government	(\$29,298)	\$16,650	\$0	\$0	(\$12,648)
Total Governmental Activities	<u>(\$29,298)</u>	<u>\$16,650</u>	<u>0</u>	<u>0</u>	<u>(\$12,648)</u>
General Receipts:					
Intergovernmental					1,303
Miscellaneous					<u>12,000</u>
Total General Receipts					<u>13,303</u>
Change in net position					655
Net position beginning of the year					<u>25,919</u>
Net position end of the year					<u>\$26,574</u>

See accompanying notes to the basic financial statements

REGIONAL PLANNING COMMISSION
COSHOCTON COUNTY
STATEMENT OF ASSETS AND FUND BALANCES - CASH BASIS
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2022

	General Fund	Other Governmental Funds	Total Governmental Funds
Assets			
Equity in Pooled Cash and Cash Equivalents	\$26,574	\$0	\$26,574
Fund Balances			
Assigned	\$1,750	\$0	\$1,750
Unassigned	\$24,824		\$24,824
<i>Total Fund Balances</i>	<u>\$26,574</u>	<u>\$0</u>	<u>\$26,574</u>

See accompanying notes to the basic financial statements

REGIONAL PLANNING COMMISSION
 COSHOCTON COUNTY
*COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
 CHANGES IN CASH BASIS FUND BALANCES - CASH BASIS
 FOR THE YEAR ENDED DECEMBER 31, 2022*

	General Fund
Cash Receipts:	
Intergovernmental	\$1,303
Charge for Services	16,650
Other	<u>12,000</u>
Total Cash Receipts	<u>29,953</u>
Cash Disbursements:	
General Government	<u>29,298</u>
Total Cash Disbursements	<u>29,298</u>
Excess of Cash Receipts Over (Under) Cash Disbursements	655
Fund Balance Beginning of the Year	25,919
Fund Balance End of the Year	<u><u>\$26,574</u></u>

See accompanying notes to the basic financial statements

REGIONAL PLANNING COMMISSION
 COSHOCTON COUNTY
*STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES
 IN FUND BALANCE - BUDGET AND ACTUAL - BUDGET BASIS
 GENERAL FUND
 FOR THE YEAR END DECEMBER 31, 2022*

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance With Final Budget Positive (Negative)</u>
Cash Receipts:				
Intergovernmental	\$1,000	\$1,000	\$1,303	\$303
Charge for Services	22,000	22,000	16,650	(5,350)
Other Revenue	12,000	12,000	12,000	\$0
Total Cash Receipts	<u>35,000</u>	<u>35,000</u>	<u>29,953</u>	<u>(5,047)</u>
Cash Expenditures:				
Salaries	0	0	0	0
Employee Fringe Benefits	0	0	0	0
Supplies	0	0	0	0
Contract Services	34,000	36,000	28,900	7,100
Other Expenses	1,000	1,000	398	602
Total General Government Expenditures	<u>35,000</u>	<u>37,000</u>	<u>29,298</u>	<u>7,702</u>
Excess of Receipts Over (Under)				
Disbursements	0	(2,000)	655	2,655
Fund Balance Beginning of the Year	25,919	25,919	25,919	0
Fund Balance End of the Year	<u>\$25,919</u>	<u>\$23,919</u>	<u>\$26,574</u>	<u>\$2,655</u>

See accompanying notes to the basic financial statements

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**REGIONAL PLANNING COMMISSION
COSHOCOTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Years Ended December 31, 2022**

Note 1 – Reporting Entity

Empowered by Section 713.21, Revised Code, the Regional Planning Commission of Coshocoton County, (the Commission) makes studies, maps, plans, and other reports of the region (Coshocoton County) showing the Commission's recommendations for systems of transportation, highways, parks, and recreational facilities, water supplies, sewage disposal, garbage disposal, civil centers, and other public improvements which affect the development of the region as a whole, or more than one political subdivision within the region. The Planning Commission consists of the following members:

1. The three members of the Board of County Commissioners of Coshocoton County and the County Engineer.
2. One member, with optional alternative, from each of the townships and villages with paid dues. Two members from the City of Coshocoton with paid dues. These members and alternatives are appointed by the governing body of the township or village.
3. Four citizen members appointed at large by the County Commissioners.
4. Two members of the Association of Township Trustees and Clerks appointed by the members of the Association.

The Commission's day to day operations are under the direction of the Coshocoton County Commissioners. This office reviews proposed new parcels to assure that they conform to the rules and regulations adopted by the Commission. The Commission has a Memorandum of Understanding with the County Engineer and staff to perform day-to-day operations of the Coshocoton County Regional Planning Commission (CCRPC).

The County Auditor and County Treasurer serve respectively as fiscal officer and custodian of funds for the Commission. As fiscal officer, the County Auditor certifies the availability of cash and appropriations prior to the processing of payments. As the custodian of public funds, the County Treasurer invests Commission monies held on deposit in the county treasury.

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

Note 2 – Summary of Significant Accounting Policies

These financial statements are presented on a cash basis of accounting. This cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. Following are more of the Commission's accounting policies.

Fund Accounting

The Commission uses fund accounting 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. Funds are segregate resources that are restricted as to use. The funds of the Commission are included in one category: governmental.

Governmental Funds

The Commission classifies funds financed primarily from intergovernmental receipts, fees, and other non-exchange transactions as governmental funds. Governmental fund reporting focuses on the sources, uses, and balances of current financial resources.

**REGIONAL PLANNING COMMISSION
COSHOCOTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Years Ended December 31, 2022**

Basis of Accounting

The Commission's financial statements are prepared using the cash basis of accounting. Except for modifications having substantial support, receipts are recorded in the Commission's financial records and reported in the financial statements when cash is received rather than when earned and disbursements are recorded when cash is paid rather than when a liability is incurred. Any such modifications made by the Commission are described in the appropriate section in this note. There were no modifications having substantial support.

As a result of the use of this cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue billed or provided services not yet collected), deferred outflows of resources, certain liabilities and their related disbursements (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) and deferred inflows of resources are not recorded in these financial statements.

Budgetary Process

All funds are legally required to be budgeted and appropriated (except certain agency funds). The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriations resolution, all of which are prepared on the budgetary basis of accounting and included with the County-wide budget process. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amount the Commission may appropriate.

The appropriations resolution is the Commission's authorization to spend resources and set limits on disbursements plus encumbrances at the level of control selected by the Commission. The certificate of estimated resources may be amended during the year if projected increases or decreases in receipts are identified by the fiscal officer. The amounts reported in the original budget on the budgetary statements reflect the amounts on the certificate of estimated resources when the original appropriations were adopted. The amounts reported as the final budgeted amounts on the budgetary statements reflect the amounts on the amended certificate of estimated resources in effect at the time final appropriations were passed by the county.

The appropriations resolution is subject to amendment throughout the year with the restriction that appropriations cannot exceed estimated resources. The amounts reported as the original budgeted amounts reflect the first appropriation ordinance for that fund that covered the entire year, including amounts automatically carried forward from prior years. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by the county during the year.

Cash

As required by Ohio Revised Code, the County Treasurer is custodian for the Commission's cash. The Commission's assets are held in the county's cash and investment pool, and are valued at the County Treasurer's reported carrying amount. Deposits and investments disclosures for the County as a whole may be obtained from the County. The Commission's carrying amount of cash on deposit with the County at December 31, 2022, was \$26,574. The Coshocoton County Treasurer's Office is located at 349 Main Street, Coshocoton, Ohio 43812. The phone number is (740) 622-2731.

Fund Balance Classifications

Fund balance is divided into five classifications based primarily on the extent to which the Commission is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

**REGIONAL PLANNING COMMISSION
COSHOCOTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Years Ended December 31, 2022**

Nonspendable Fund balance category includes amounts that cannot be spent because they are not in spendable form, or are legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash. It also includes the long-term amount of interfund loans.

Restricted Fund balance is reported as 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 Fund balance classification includes amounts that can be used only for the specific purposes imposed by formal action (Resolution) of the Commission’s Board. Those committed amounts cannot be used for any other purpose unless the Board removes or changes the specified use by taking the same type of action (resolution) it employed to previously commit those amounts. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned Fund classification are amounts intended to be used by the Commission for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the General Fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the General Fund, assigned amounts represent intended uses established by the Commission or Commission official delegated that authority, or by State Statute.

Unassigned Fund balance is the residual classification for the General Fund and includes amounts not contained in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Commission 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.

Since the Commission is contracting services, no accounting for Employee Benefits, Pensions, etc. are performed.

Long-Term Obligations

The Commission’s cash basis financial statements do not report liabilities for bonds or other long-term obligations. Proceeds of debt are reported when the cash is received and principal and interest payments are reported when paid. Since recording a capital asset when entering into a capital lease is not the result of a cash transaction, neither another financing source nor a capital outlay expenditure are reported at inception. Lease payments are payments are reported when paid.

Net Position

Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. Net position restricted for other purposes include receipts used for the capital improvements of the Commission.

**REGIONAL PLANNING COMMISSION
COSHOCKTON COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
For the Years Ended December 31, 2022**

Capital Assets

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

Interfund Transactions

Exchange transactions between funds are reported as cash receipts in the seller funds and as cash disbursements in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. Repayments from funds responsible for particular cash disbursements to the funds that initially paid for them are not presented on the financial statements. In the government-wide statements, transfers within the governmental activities are eliminated.

Note 3 – Budgetary Basis of Accounting

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements, and encumbrances. The Statement of Receipts, Disbursements and Changes in Fund Balance – Budget and Actual (Budget Basis) presented for the General Fund is prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget. The differences between the budgetary basis and the cash basis is outstanding year-end encumbrances and are treated as disbursements (budgetary basis) rather than as restricted, assigned or committed fund balance (cash basis).

Note 4 – Risk Management

The Commission is exposed to various risks of property and casualty losses, and injuries to employees.

The Commission is insured through the County, which is a member of CORSA, a risk sharing pool. The Pool assumes the risk of loss up to the limits of the County's policy. The Pool may assess supplemental premiums. The following risks are covered by the Pool:

1. General liability and casualty
2. Public official's liability
3. Vehicle

Note 5 – Contingent Liabilities

Amounts received from grantor agencies are subject to audit and adjustment by the grantor, principally the federal government. Any disallowed costs may require refunding to the grantor. Amounts which may be disallowed, if any, are not presently determinable. However, based on prior experience, management believes such refunds, if any, would not be material.

Note 6 – COVID-19

The United States and the State of Ohio declared a state of emergency in March of 2020 due to the COVID-19 pandemic. Ohio's state of emergency ended in June, 2021 while the national state of emergency continues. During 2021, the District received COVID-19 funding. The financial impact of COVID-19 and the continuing emergency measures will impact subsequent periods of the District. The impact on the District's future operating costs, revenues, and additional recovery from emergency funding, either federal or state, cannot be estimated.