



Dave Yost • Auditor of State

**Village of Midland
Clinton County**

Fiscal Emergency Termination

Local Government Services

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Village of Midland, Clinton County

Fiscal Emergency Termination

Table of Contents

Certification 1

Report on the Termination of the Midland
Financial Planning and Supervision Commission 3

Section 1 - Financial Accounting and Reporting System 4

Section 2 - Correction of Fiscal Emergency Conditions and Current Existence
of Fiscal Emergency Conditions 8

Section 3 - Financial Plan Objectives 12

Section 4 - Financial Forecast..... 13

Disclaimer 13

Appendix A
Village of Midland Financial Forecast
For the Years Ending December 31, 2013 through December 31, 2017

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Dave Yost • Auditor of State

CERTIFICATION

Pursuant to a request sent to the Auditor of State by the Financial Planning and Supervision Commission of the Village of Midland, the Auditor of State performed an analysis of the Village of Midland to determine whether the Commission and its functions under Chapter 118 of the Ohio Revised Code should be terminated. Based on the analysis, the Auditor of State certifies, as required by Section 118.27 of the Revised Code, that the Village of Midland no longer meets the fiscal emergency conditions set forth in Section 118.03 of the Revised Code, that the objectives of the financial recovery plan are being met, that an effective financial accounting and reporting system in accordance with Section 118.10 of the Revised Code has been implemented, and that Management has prepared a financial forecast for a five-year period in accordance with the standards issued by the Auditor of State and an opinion has been rendered by the Auditor of State that the financial forecast is considered to be nonadverse. Therefore, the existence of the Financial Planning and Supervision Commission of the Village of Midland and its role in the operation of the Village of Midland is terminated as of May 14, 2013.

Accordingly, on behalf of the Auditor of State, this report is hereby submitted to Joyce Schaeffer, Mayor of the Village of Midland; Paul Ledford, President Pro-Tempore of Village Council; John Kasich, Governor; Timothy Keen, Director of the Office of Budget and Management; Josh Mandel, Treasurer of State; Jon Husted, Secretary of State; and Terence Habermehl, Clinton County Auditor.

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DAVE YOST
Auditor of State

May 14, 2013

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Village of Midland, Clinton County

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Report on the Termination of the Midland Financial Planning and Supervision Commission

At the request of the Financial Planning and Supervision Commission (the Commission) of the Village of Midland, Clinton County, Ohio, as provided by Section 118.27(B) of the Ohio Revised Code, the Auditor of State has performed an analysis in order to determine whether the Commission and its functions under Chapter 118 of the Revised Code should be terminated.

Guidelines for performing such an analysis are set forth in Section 118.27(A) of the Revised Code, which states that:

“A Financial Planning and Supervision Commission with respect to a municipality...and its functions under this chapter shall continue in existence until such time as a determination is made pursuant to division (B) of this section that the municipality...has done all of the following: (1) planned, and is in the process of good faith implementation of, an effective financial accounting and reporting system in accordance with Section 118.10 of the Revised Code, and it is reasonably expected that such implementation will be completed within two years; (2) corrected and eliminated or has planned and is in the process of good faith implementation of correcting and eliminating all the fiscal emergency conditions determined pursuant to Section 118.04 of the Revised Code, and no new fiscal emergency conditions have occurred...; (3) met the objectives of the financial plan described in Section 118.06 of the Revised Code; and (4) the municipal corporation...prepares a financial forecast for a five-year period in accordance with the standards issued by the Auditor of State...”.

Results of our work under Section 118.27(A) of the Revised Code are as follows:

Pages four through seven of the report indicate that the Village has effectively implemented a financial accounting and reporting system in accordance with Section 118.10(A) of the Revised Code.

All fiscal emergency conditions have been corrected and eliminated and no new fiscal emergency conditions exist under Section 118.04 of the Revised Code. This analysis can be found beginning on page eight.

We have reviewed the objectives of the financial plan and determined that the Village has met the objectives in accordance with Section 118.06 of the Revised Code. Specific conclusions can be found on page twelve.

We examined and issued a non-adverse report on the five-year forecast prepared by the Village. The forecast and our report can be found in Appendix A.

Based on this analysis, the Auditor of State’s Office has determined that the Financial Planning and Supervision Commission and its functions may be terminated.

It is understood that this report’s determination is for the use of the Financial Planning and Supervision Commission of the Village of Midland, the Auditor of State of Ohio, the Governor of Ohio, the Mayor of the Village of Midland, and others as designated by the Auditor of State and is not to be used for any other purpose. Our procedures and findings follow.

Village of Midland, Clinton County

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 1 - Financial Accounting and Reporting System

When a Village is placed in fiscal emergency, the Auditor of State is required to report on the effectiveness of the Village's financial accounting and reporting system. The Auditor of State, in accordance with Section 118.10(A) of the Revised Code assessed the methods, accuracy, and legality of the accounts, records, files, and reports of the Village of Midland (the Village) and issued a Report on Accounting Methods, dated May 27, 2010. The report identified areas where the Village's financial accounting and reporting system were not in compliance with Section 117.43 of the Revised Code and the requirements of the Auditor of State.

The criteria for termination of the Commission include a determination by the Auditor of State that an effective financial accounting and reporting system has been implemented, or is in the process of implementation, and is expected to be completed within two years. This determination is based on management providing a summary of the actions taken to address the issues identified in the Report on Accounting Methods. We confirmed whether the actions taken by management were sufficient to correct these issues identified in the Report on Accounting Methods. A summary of each area of noncompliance identified in the Report on Accounting Methods and the status of each corrective action is presented below:

Budgetary System

Auditor of State Comment from Report on Accounting Methods

The Village does not prepare a tax budget or a tax ordinance, as required by State statute. The County Budget Commission has waived the requirement for the filing of the tax budget; however, the requirement for the tax ordinance cannot be waived by the County Budget Commission. The Mayor is required to prepare a tax ordinance to determine the amount of the tax levy.

Implemented

The Mayor prepares a tax ordinance to determine the amount of the tax levy. The tax ordinance for 2013 was approved by Village Council on June 4, 2012.

Auditor of State Comment from Report on Accounting Methods

Section 5705.39 of the Revised Code states that no appropriation measure is effective until the County Auditor files a certificate that the total appropriations from each fund do not exceed the total official or amended official certificate of estimated resources. The Village received notification from the County Auditor that the 2009 annual appropriations for the General fund exceeded estimated resources of the General fund. If the Village's appropriations are in excess of the last amended official certificate of estimated resources, appropriations should be amended and resubmitted to the County Budget Commission.

Implemented

In 2012 and 2013, the Village received notification from the County Auditor that appropriations do not exceed the last amended official certificate of estimated resources.

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 1 - Financial Accounting and Reporting System (continued)

Accounting Journals and Ledgers

Auditor of State Comment from Report on Accounting Methods

The Village should develop, adopt and implement a written policy that identifies the process and frequency by which the computer system utilized by the Village should be backed up. The policy should also include procedures for safe, off-site storage of the backups.

Implemented

The Village has developed, adopted, and implemented a system backup procedure policy that identifies the process and frequency by which the computer system is backed up. The policy also addresses the back up of other Village documents, media and storage.

Auditor of State Comment from Report on Accounting Methods

The Village uses Excel spreadsheets to produce the accounting records. The spreadsheets provide the information required by the Ohio Administrative Code. However, when the Village's financial condition improves, and as the budget permits, the Village should acquire appropriate accounting software to maintain its financial records.

Implemented

Effective January 2011, the Village utilizes the Uniform Accounting Network (UAN). All reports required by the Revised Code are available and accessible through the UAN software.

Receipt Transactions

Auditor of State Comment from Report on Accounting Methods

Section 9.38 of the Revised Code requires the deposit of all public monies the next business day next following the day of receipt or, if the amount is less than \$1,000, the legislative authority may adopt a policy permitting a different time period, not to exceed three business days next following the day of receipt for making such deposits. The policy shall include provisions and procedures to safeguard the public monies until they are deposited. Council should consider adopting such a policy for amounts less than \$1,000.

Implemented

The Village has adopted a policy for deposits that are less than \$1,000. The policy permits amounts less than \$1,000 to be deposited within three business days following the day of receipt. The policy also includes provisions and procedures to safeguard the public monies until they are deposited.

Village of Midland, Clinton County

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 1 - Financial Accounting and Reporting System (continued)

Auditor of State Comment from Report on Accounting Methods

Pay-in-orders are a form generally used by the Fiscal Officer's office for the receipt of money and posting of receipts to the accounting system. Receipts are generally a document used to substantiate the receipt of money. The Fiscal Officer issues receipts rather than pay-in-orders. Pay-ins should be used by the Fiscal Officer's office to document the receipt of money from all outside sources and for posting receipts to the accounting system.

Implemented

Effective January 2011, the Village utilizes the Uniform Accounting Network (UAN). The UAN accounting system generates receipts for each revenue source posted to the cash journal. A receipt is attached to the documentation to support the deposit. The Village receives almost all revenue through electronic funds transfers (EFT's). In the event the Village receives a source of revenue in a format other than EFT's, a duplicate receipt is printed off and given to the party making the payment.

Purchasing Process

Auditor of State Comment from Report on Accounting Methods

The Village receives invoices before a purchase order is prepared and posted. The Village should use a purchase order form to document the authorization of purchases. Once the purchase is approved, the Village Fiscal Officer should record the purchase order and encumber the funds. Purchase orders should be issued before an obligation is incurred.

Implemented

Effective January 2011, the Village utilizes the Uniform Accounting Network (UAN). UAN requires purchase orders for all expenditures other than payroll related items. Purchase orders are completed prior to an expenditure being made. Purchase orders are certified by the fiscal officer and signed by the Mayor and Council.

Cash Disbursements

Auditor of State Comment from Report on Accounting Methods

The Village Council approves all bills for payment at its monthly meetings. Council has authorized expenditures for specific purposes with the approval of the appropriation ordinance. The approval of invoices by Council at its monthly meeting is not required by State law. The Village should implement a review process that does not delay the timely payment of invoices and bills until approval at the monthly Council meeting.

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 1 - Financial Accounting and Reporting System (continued)

Implemented

Due to the small size of the Village and a limited number of transactions during the month, Council has continued to review the monthly invoices for payment. This process has not delayed any payments nor resulted in any late fees. The Fiscal Officer presents all payments to Council before they are due. In the event a bill needs paid before the monthly meeting, the Fiscal Officer will process the payment in accordance with appropriations and make Council aware.

Inventory of Capital Assets

Auditor of State Comment from Report on Accounting Methods

The Village does not maintain an inventory of capital assets. Without an inventory of capital assets, the Village is unable to determine if there is adequate insurance coverage, whether assets have been lost or stolen, whether idle assets exist that can be sold to generate additional revenue, and whether assets are used in the most efficient manner. The Village should develop an inventory of all capital assets and update it annually.

Implemented

The Village has taken an inventory of capital assets and updates it annually or when necessary.

Auditor of State Comment from Report on Accounting Methods

The Village should implement written policies for Village owned property that addresses control and accountability and that stipulates the personal use of any Village owned property is prohibited.

Implemented

The Village Council has adopted a policy for Village owned property that addresses control and accountability and that stipulates the personal use of any Village owned property is prohibited.

Recording Official Proceedings

Auditor of State Comment from Report on Accounting Methods

The Village Council approves most of their formal actions by motions instead in resolutions or ordinances. The amendments to appropriations for the Village were not approved in the form of an ordinance but through a motion of Council. The Village Council should make and approve most actions through resolutions and ordinances. In addition, once a week for two consecutive weeks, the Village Fiscal Officer should publicize in the local newspaper the resolution or ordinance number with the heading and a notice that the complete text of it may be obtained or viewed at the Village Hall.

Implemented

Council approves appropriations and any amendments to appropriations through resolutions. Notices of resolutions and ordinances are published in the Village Voice newsletter.

Village of Midland, Clinton County

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 1 - Financial Accounting and Reporting System (continued)

Audit Report and Management Letters

The Village Council and Officials receive a compliance and management letter at the conclusion of each annual audit. The letters that accompanied the December 31, 2009 and 2010 audit identified several noncompliance issues and several recommendations.

The noncompliance issues included illegal advances between the General Fund and Street Construction, Maintenance and Repair Fund, not establishing funds for grants, not amending the certificate of estimated resources when estimated revenue was greater than or less than previous estimates, total appropriations exceeding estimated resources, and several transactions that were not recorded to the proper receipt code.

The issues noted in the management letter accompanying the audit included not obtaining OPERS written waivers for council members and the fiscal officer not attending training provided by the Treasurer of State or filing an exemption.

In addition, the management letter made several recommendations including providing documentation of public records training, establishing policies related to vehicle and equipment use, travel reimbursement, and maintenance of personal information. The Village is working on addressing these recommendations.

The Village is also in the process of correcting some of the remaining issues identified in the audit. Verification of the resolution of these issues will be confirmed in the Village's next audit. The remaining issues are not issues that would prevent termination of the Financial Planning and Supervision Commission.

Section 2 - Correction of Fiscal Emergency Conditions and Current Existence of Fiscal Emergency Conditions

Under Section 118.27(A)(2) of the Ohio Revised Code, the Village shall have corrected or eliminated or have planned and be in the process of good faith implementation of actions to correct and eliminate all of the fiscal emergency conditions that existed when declared in fiscal emergency and no new fiscal emergency conditions have occurred in order to be terminated from fiscal emergency. Our analysis of the six fiscal emergency conditions described in Section 118 of the Revised Code is presented below:

Condition One - Default on Any Debt Obligation

Section 118.03(A)(1) of the Revised Code defines a fiscal emergency condition as:

The existence, at the time of the determination by the Auditor of State under Section 118.04 of the Revised Code, of a default on any debt obligation for more than thirty days.

The Village does not have any debt outstanding at December 31, 2012.

Conclusion: A fiscal emergency condition does not exist under Section 118.03(A)(1) of the Revised Code. No default on any debt obligation for more than thirty days existed at December 31, 2012.

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 2 - Correction of Fiscal Emergency Conditions and Current Existence of Fiscal Emergency Conditions (continued)

Condition Two - Payment of All Payroll

Section 118.03(A)(2) of the Revised Code defines a fiscal emergency condition as:

The existence, at the time of the determination by the Auditor of State under Section 118.04 of the Revised Code, of a failure for lack of cash in the funds to make payment of all payroll to employees of the municipal corporation in the amounts and at the times required by laws, ordinances, resolutions, or agreements, which failure of payment has continued:

- a. For more than thirty days after such time for payment, or
- b. Beyond a period of extension, or beyond the expiration of ninety days from the original time for payment, whichever first occurs, if the time for payment has been extended for more than thirty days by the written consent of at least two-thirds of the employees affected by such failure to pay, acting individually or by their duly authorized representatives.

We reviewed the payroll records of the Village as of December 31, 2012. We reviewed Council minutes, ordinances, resolutions, and had discussions with the Fiscal Officer to determine the employees of the Village, pay rates, frequency of payroll, and whether any extensions for the payment of payroll existed. We reviewed the cash journal and cancelled checks to determine whether Village employees had been paid within the time specified by Sections 118.03(A)(2)(a) and (b) of the Revised Code. We determined that adequate cash was in the bank account and fund balances to cover payroll.

Conclusion: A fiscal emergency condition does not exist under Section 118.03(A)(2) of the Revised Code as of December 31, 2012. All employees had been paid in amounts and at the times required by ordinance.

Condition Three - Increase in Minimum Tax Levy

Section 118.03(A)(3) of the Revised Code defines a fiscal emergency condition as:

An increase, by action of the county budget commission pursuant to division (D) of Section 5705.31 of the Revised Code, in the minimum levy of the municipal corporation for the current or next fiscal year which results in a reduction in the minimum levies for one or more other subdivisions or taxing districts.

We confirmed with the Clinton County Budget Commission whether there had been an increase, pursuant to division (D) of Section 5705.31 of the Revised Code, in the minimum levy of the Village for 2012 or 2013, which resulted in a reduction in the minimum levies for one or more other subdivisions or taxing districts. The confirmation received from the Clinton County Budget Commission indicated that the Commission had not taken any action for tax year 2012 or 2013 to increase the inside millage of the Village.

Conclusion: A fiscal emergency condition does not exist under Section 118.03(A)(3) of the Revised Code as of December 31, 2012.

Village of Midland, Clinton County

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 2 - Correction of Fiscal Emergency Conditions and Current Existence of Fiscal Emergency Conditions (continued)

Condition Four - Past Due Accounts Payable from the General fund and all Funds

Section 118.03(A)(4) of the Revised Code defines a fiscal emergency condition as:

The existence of a condition in which all accounts that, at the end of its preceding fiscal year, were due and payable from the general fund and that either had been due and payable at least thirty days at the end of the fiscal year or to which a penalty has been added for failure to pay by the end of the fiscal year, including, but not limited to, final judgments, fringe benefits payments due and payable, and amounts due and payable to persons and other governmental entities and including any interest and penalties thereon, less the year end balance in the general fund, exceeded one-sixth of the general fund budget for the year, or in which all accounts that, at the end of its preceding fiscal year, were due and payable from all funds of the municipal corporation and that either had been due and payable for at least thirty days at the end of the fiscal year or to which a penalty has been added for failure to pay by the end of the fiscal year, less the year end balance in the general fund and in the respective special funds lawfully available to pay such accounts, excluded one-sixth of the available revenues during the preceding fiscal year, excluding nonrecurring receipts, of the general fund and of all special funds from which such accounts lawfully are payable.

We prepared a schedule of accounts payable as of December 31, 2012, that were due and payable from the general fund, and that were due and payable for at least thirty days or to which a penalty had been added for failure to pay as of December 31, 2012, including, but not limited to, final judgments, fringe benefits payments due and payable, and amounts due and payable to persons and other governmental entities including any interest and penalties. From this amount, we subtracted the year-end fund balance available in the general fund to determine if the accounts payable in excess of the available fund balance exceeded one-sixth of the general fund budget for that year.

Schedule I

General Fund Accounts Payable Over 30 Days Past Due
Ohio Revised Code Section 118.03(A)(4)
As of December 31, 2012

	Payables Over 30 Days Past Due	Fund Balance Available	Balance Available In Excess of Payables
General Fund	\$74	\$8,292	\$8,218

From the invoices provided to us, a schedule of accounts payable was prepared (as defined above) for all funds which were at least thirty days past due or to which a penalty was added as of December 31, 2012. From this amount, we subtracted the year-end fund balance available to pay such outstanding bills. Since the available fund balance exceeded the accounts payable, no further calculations were necessary.

Village of Midland, Clinton County

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 2 - Correction of Fiscal Emergency Conditions and Current Existence of Fiscal Emergency Conditions (continued)

Schedule II

Accounts Payable From All Funds Over 30 Days Past Due
Ohio Revised Code Section 118.03(A)(4)
As of December 31, 2012

	Payables Over 30 Days Past Due	Fund Balance Available	Balance Available In Excess of Payables
General Fund	\$74	\$8,292	\$8,218

Conclusion: Schedules I and II indicates that a fiscal emergency condition does not exist under Section 118.03(A)(4) of the Ohio Revised Code as of December 31, 2012. The general fund accounts payable which were at least thirty days past-due did not exceed the general fund available balance.

Condition Five - Deficit Fund Balances

Section 118.03(A)(5) of the Revised Code defines a fiscal emergency condition as:

The existence of a condition in which the aggregate of deficit amounts of all deficit funds at the end of its preceding fiscal year, less the total of any year end balance in the general fund and in any special fund that may be transferred as provided in Section 5705.14 of the Revised Code to meet such deficit, exceeded one-sixth of the total of the general fund budget for that year and the receipts to those deficit funds during that year other than from transfers from the general fund.

We computed the adjusted aggregate sum of all deficit funds at December 31, 2012, by subtracting all accounts payable and encumbrances from the year end cash fund balance of each fund. No further calculations were necessary because there were no deficit fund balances.

Conclusion: A fiscal emergency condition does not exist under Section 118.03(A)(5) of the Revised Code. There were no deficit fund balances at December 31, 2012.

Condition Six - Treasury Balances

Section 118.03(A)(6) of the Revised Code defines a fiscal emergency condition as:

The existence of a condition in which, at the end of the preceding fiscal year, moneys and marketable investments in or held for the unsegregated treasury of the municipal corporation minus outstanding checks and warrants were less in amount than the aggregate of the positive balances of the general fund and those special funds the purposes of which the unsegregated treasury is held to meet and such deficiency exceeded one-sixth of the total amount received into the unsegregated treasury during the preceding fiscal year.

Village of Midland, Clinton County

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 2 - Correction of Fiscal Emergency Conditions and Current Existence of Fiscal Emergency Conditions (continued)

We verified the Village's reconciled bank balance to its cash summary by fund for all funds as of December 31, 2012, which included subtracting reconciling factors to arrive at the treasury balance. We then determined the aggregate sum of all positive fund cash balances, the purpose of which the unsegregated treasury is held to meet, to determine the treasury deficit. No further calculations were necessary because the treasury balance equaled the sum of all fund cash balances.

Schedule III

Treasury Balance
Ohio Revised Code Section 118.03(A)(6)
As of December 31, 2012

Bank Cash Balance	
National Bank & Trust	\$116,695
Adjustments for:	
Outstanding Checks	(84)
Total Treasury Balance	<u>116,611</u>
Less: Positive Fund Balances	
General	8,292
Street Construction	97,317
State Highway	3,462
Policy Levy	365
Permissive	7,175
Total Positive Cash Fund Balances	<u>116,611</u>
Treasury Deficiency	<u><u>\$0</u></u>

Conclusion: A fiscal emergency condition does not exist under Section 118.03(A)(6) of the Revised Code as of December 31, 2012. The treasury balance less the positive fund cash balances as of December 31, 2012, did not exceed one-sixth of the treasury receipts for the year.

Section 3 - Financial Plan Objectives

We obtained a copy of the financial plan of the Village and determined whether the objectives of the plan have been met. Those objectives identified in the financial plan include the following:

- 1) Eliminate the fiscal emergency conditions which were determined by the Auditor of State, pursuant to Section 118.04 of the Revised Code;
- 2) Balance the budgets, avoid future deficits in any fund, and maintain current payments of all accounts;
- 3) Develop an effective financial accounting and reporting system; and

Village of Midland, Clinton County

Report on the Termination of the Village of Midland
Financial Planning and Supervision Commission

Section 3 - Financial Plan Objectives (continued)

- 4) Prepare a financial forecast for a five-year period in accordance with the standards issued by the Auditor of State.

All objectives of the financial plan have been met.

Section 4 - Financial Forecast

Financial forecasting is an important management tool to assist the Village in making sound financial decisions for avoiding a fiscal crisis in the future. A five-year forecast is required under Section 118.27(A)(4) of the Revised Code. After examining the financial forecast, the Auditor of State rendered a non-adverse report. The financial forecast is contained in Appendix A.

DISCLAIMER

Because the preceding procedures were not sufficient to constitute an audit made in accordance with generally accepted auditing standards, we do not express an opinion on any of the specific accounts and fund balances referred to above. Had we performed additional procedures or had we made an audit of the financial statements in accordance with generally accepted auditing standards, other matters might have come to our attention that would have been reported herein.

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APPENDIX A

**Village of Midland
Clinton County**

Financial Forecast

For the Years Ending December 31, 2013 through December 31, 2017

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Village of Midland, Ohio

Table of Contents

Accountant's Report	A-3
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget Basis For the Years Ended December 31, 2010, Through 2012, Actual; and Ending December 31, 2013, Through 2017, Forecasted General Fund	A-4
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget Basis For the Years Ended December 31, 2010, Through 2012, Actual; and Ending December 31, 2013, Through 2017, Forecasted State Highway Fund	A-8
Summary of Significant Accounting Policies and Forecast Assumptions	A-10

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Dave Yost • Auditor of State

Village Council
Village of Midland
111 S. Broadway St.
Midland, Ohio 45148

Based upon the requirement set forth in section 118.27(A)(4) of the Ohio Revised Code, the Local Government Services Section of the Auditor of State's Office has examined the accompanying forecasted statements of revenues, expenditures, expenses, and changes in fund balance of the various funds of the Village of Midland, for the five years ending December 31, 2017. These statements are presented on the budget basis of accounting used by the Village of Midland rather than on generally accepted accounting principles. The Village of Midland's management is responsible for the forecast. Our responsibility is to determine whether the Village has met the criteria that allows for the fiscal emergency to be terminated.

Based on our examination of the accompanying forecast, there is nothing in the forecast nor has anything come to our attention that indicates the fiscal emergency should not be terminated. However, some assumptions inevitably will not materialize and unanticipated events and circumstances may occur; therefore, the actual results of operations during the forecast period will vary from the forecast and the variations may be material.

This report is intended solely for the use of the Village of Midland and the Financial Planning and Supervision Commission of Midland and should not be used for any other purpose. We have no responsibility to update this report for events and circumstances occurring after the date of this report.

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Handwritten signature of Dave Yost in black ink.

DAVE YOST
Auditor of State

April 1, 2013

Village of Midland, Clinton County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For The Years Ended December 31, 2010, Through 2012, Actual
For The Years Ending December 31, 2013, Through 2017, Forecasted
General Fund

	2010 Actual	2011 Actual	2012 Actual
<u>Revenues</u>			
Property Taxes	\$17,900	\$15,600	\$14,600
Charges for Services	100	0	0
Fines, Licenses, and Permits	2,800	3,000	2,900
Intergovernmental	13,900	12,900	9,900
Other	5,400	0	0
Total Revenues	40,100	31,500	27,400
<u>Expenditures</u>			
General Government			
Mayor			
Personal Services	600	600	600
Fringe Benefits	100	100	100
Contractual Services	100	100	0
Supplies and Materials	100	0	0
Total Mayor	900	800	700
Council			
Personal Services	1,500	1,400	1,300
Fringe Benefits	200	200	200
Total Council	1,700	1,600	1,500
Fiscal Officer			
Personal Services	6,000	6,000	6,000
Fringe Benefits	1,500	1,000	1,000
Contractual Services	800	800	700
Supplies and Materials	0	100	200
Total Fiscal Officer	8,300	7,900	7,900
Land/Buildings			
Contractual Services	5,200	2,800	3,000
Supplies and Materials	200	200	0
Total Lands/Buildings	5,400	3,000	3,000
Solicitor			
Contractual Services	0	200	0

2013 Forecasted	2014 Forecasted	2015 Forecasted	2016 Forecasted	2017 Forecasted
\$17,000	\$17,000	\$17,000	\$17,000	\$17,000
100	100	100	100	100
2,900	2,900	2,900	2,900	2,900
9,300	9,300	9,300	9,300	9,300
0	0	0	0	0
<u>29,300</u>	<u>29,300</u>	<u>29,300</u>	<u>29,300</u>	<u>29,300</u>
600	600	600	600	600
100	100	100	100	100
0	0	0	0	0
0	0	0	0	0
<u>700</u>	<u>700</u>	<u>700</u>	<u>700</u>	<u>700</u>
1,400	1,400	1,400	1,400	1,400
200	200	200	200	200
<u>1,600</u>	<u>1,600</u>	<u>1,600</u>	<u>1,600</u>	<u>1,600</u>
6,000	6,000	6,000	6,000	6,000
1,000	1,000	1,000	1,000	1,000
700	700	700	700	700
200	200	200	200	200
<u>7,900</u>	<u>7,900</u>	<u>7,900</u>	<u>7,900</u>	<u>7,900</u>
2,500	2,500	2,500	2,500	2,500
200	200	200	200	200
<u>2,700</u>	<u>2,700</u>	<u>2,700</u>	<u>2,700</u>	<u>2,700</u>
500	500	500	500	500

(continued)

Village of Midland, Clinton County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For The Years Ended December 31, 2010, Through 2012, Actual
For The Years Ending December 31, 2013, Through 2017, Forecasted
General Fund
(continued)

	<u>2010</u> Actual	<u>2011</u> Actual	<u>2012</u> Actual
Boards and Commissions			
Contractual Services	<u>\$600</u>	<u>\$700</u>	<u>\$800</u>
Property Tax Collection Fees			
Contractual Services	<u>1,200</u>	<u>700</u>	<u>1,000</u>
Auditor of State Fees			
Contractual Services	<u>8,100</u>	<u>3,800</u>	<u>6,800</u>
Total General Government	26,200	18,700	21,700
Security of Persons and Property - Street Lighting			
Contractual Services	<u>0</u>	<u>2,700</u>	<u>2,600</u>
Leisure Time Activities			
Contractual Services	<u>0</u>	<u>0</u>	<u>0</u>
Refuse Collection and Disposal			
Contractual Services	<u>500</u>	<u>500</u>	<u>500</u>
Total Expenditures	<u>26,700</u>	<u>21,900</u>	<u>24,800</u>
Net Change in Fund Balance	13,400	9,600	2,600
Fund Balance (Deficit) Beginning of Year	<u>(17,300)</u>	<u>(3,900)</u>	<u>5,700</u>
Fund Balance (Deficit) End of Year	<u><u>(\$3,900)</u></u>	<u><u>\$5,700</u></u>	<u><u>\$8,300</u></u>

<u>2013</u> <u>Forecasted</u>	<u>2014</u> <u>Forecasted</u>	<u>2015</u> <u>Forecasted</u>	<u>2016</u> <u>Forecasted</u>	<u>2017</u> <u>Forecasted</u>
<u>\$800</u>	<u>\$800</u>	<u>\$800</u>	<u>\$800</u>	<u>\$800</u>
<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
<u>5,500</u>	<u>1,000</u>	<u>5,500</u>	<u>1,000</u>	<u>5,500</u>
<u>20,700</u>	<u>16,200</u>	<u>20,700</u>	<u>16,200</u>	<u>20,700</u>
<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
<u>2,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>
<u>26,700</u>	<u>19,700</u>	<u>24,200</u>	<u>19,700</u>	<u>24,200</u>
<u>2,600</u>	<u>9,600</u>	<u>5,100</u>	<u>9,600</u>	<u>5,100</u>
<u>8,300</u>	<u>10,900</u>	<u>20,500</u>	<u>25,600</u>	<u>35,200</u>
<u>\$10,900</u>	<u>\$20,500</u>	<u>\$25,600</u>	<u>\$35,200</u>	<u>\$40,300</u>

Village of Midland, Clinton County
Statement of Revenues, Expenditures and Changes in Fund Balance - Budget Basis
For The Years Ended December 31, 2010, Through 2012, Actual
For The Years Ending December 31, 2013, Through 2017, Forecasted
State Highway Fund

	<u>2010</u> Actual	<u>2011</u> Actual	<u>2012</u> Actual
<u>Revenues</u>			
Intergovernmental	<u>\$900</u>	<u>\$700</u>	<u>\$800</u>
<u>Expenditures</u>			
General Government			
Auditor of State Fees			
Contractual Services	<u>0</u>	<u>100</u>	<u>0</u>
Total Expenditures	<u>0</u>	<u>100</u>	<u>0</u>
Net Change in Fund Balance	900	600	800
Fund Balance Beginning of Year	<u>1,200</u>	<u>2,100</u>	<u>2,700</u>
Fund Balance End of Year	<u><u>\$2,100</u></u>	<u><u>\$2,700</u></u>	<u><u>\$3,500</u></u>

See Summary of Significant Accounting Policies and Forecast Assumptions

<u>2013</u> <u>Forecasted</u>	<u>2014</u> <u>Forecasted</u>	<u>2015</u> <u>Forecasted</u>	<u>2016</u> <u>Forecasted</u>	<u>2017</u> <u>Forecasted</u>
<u>\$700</u>	<u>\$700</u>	<u>\$700</u>	<u>\$700</u>	<u>\$700</u>
<u>100</u>	<u>0</u>	<u>100</u>	<u>0</u>	<u>100</u>
<u>100</u>	<u>0</u>	<u>100</u>	<u>0</u>	<u>100</u>
600	700	600	700	600
<u>3,500</u>	<u>4,100</u>	<u>4,800</u>	<u>5,400</u>	<u>6,100</u>
<u><u>\$4,100</u></u>	<u><u>\$4,800</u></u>	<u><u>\$5,400</u></u>	<u><u>\$6,100</u></u>	<u><u>\$6,700</u></u>

Village of Midland, Clinton County
Summary of Significant Accounting Policies and Forecast Assumptions
For the Years Ending December 31, 2013, through 2017

Note 1 - The Village

The Village of Midland is located in south west Ohio in Clinton County. The Village 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. Operating as a statutory village, Midland must comply with all State laws regulating village government. The decision making process is directed by an elected Village Council and Mayor. The Village Council is the legislative authority of the Village and consists of six members who are elected at large and serve terms of four years. The Village currently has four members serving on Council. The Mayor is the chief executive officer of the Village and serves a term of four years.

On November 30, 2006, the Auditor of State's Office declared the Village of Midland to be in a state of fiscal emergency in accordance with Section 118.03 of the Ohio Revised Code. The declaration resulted in the establishment of a Financial Planning and Supervision Commission. The Commission is comprised of the Mayor, President Pro Tempore of Village Council, three individuals whose residency or principal place of business is within the Village, and a designee from both the State Treasurer's Office and the Office of Budget and Management. This Commission is required to adopt a financial recovery plan for the Village. Once the plan has been adopted, the Village's discretion is limited in that all financial activity of the Village must be in accordance with the plan.

The Village of Midland provides general governmental services including street construction and maintenance and street lighting. The operation of each of these activities is directly controlled by the Village Council through the budgetary process. The administration includes the Mayor and the Fiscal Officer.

Note 2 - Nature of Presentation

This financial forecast presents, to the best of the Village's knowledge and belief, the expected revenues, expenditures, expenses, and changes in fund balances for the forecast period. Accordingly, the forecast reflects the Village's judgment, as of April 1, 2013, the date of the forecast, the expected conditions and its expected course of action. The assumptions disclosed herein are those that management believes are significant to the forecast. There will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material.

The forecast presents the funds that are significant to the operations of the Village. These funds include:

General Fund – The General Fund is the operating fund of the Village and is used to account for and report all financial resources, except those required to be accounted for in another fund. The General Fund balance is available to the Village for any purpose provided it is disbursed or transferred in accordance with Ohio law.

State Highway Fund - This fund accounts for gasoline tax and motor vehicle license fees used for routine maintenance of state highways within the Village.

Village of Midland, Clinton County
Summary of Significant Accounting Policies and Forecast Assumptions
For the Years Ending December 31, 2013, through 2017

Note 3 - Summary of Significant Accounting Policies

A. Basis of Accounting

This financial forecast has been prepared on a basis of cash receipts, disbursements, and encumbrances, which is consistent with the budget basis of accounting (non-GAAP) used to prepare the historical financial statements. Under this basis of accounting, certain revenue and related assets are recognized when received rather than when earned and certain expenditures are recognized when paid rather than when the obligation is incurred. However, by virtue of Ohio law, the Village is required to maintain the encumbrance method of accounting. This method requires purchase orders, contracts, and other commitments for the expenditure of monies to be recorded as the equivalent of an expenditure in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance.

B. Fund Accounting

The Village maintains its accounting records in accordance with the principles of “fund” accounting. Fund accounting is a concept developed to meet the needs of governmental entities in which legal or other restraints require the segregation of specific receipts and disbursements. The transactions of each fund are reflected in a self-balancing group of accounts, an accounting entity that stands separate from the activities reported in other funds. The restrictions associated with each class of funds are as follows:

Governmental Funds

General Fund - The General Fund is the operating fund of the Village and is used to account for and report all financial resources, except those required to be accounted for in another fund. The General Fund balance is available to the Village for any purpose provided it is disbursed or transferred in accordance with Ohio law.

Special Revenue Funds - Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to disbursement for specified purposes, other than for debt service or capital projects.

Debt Service Funds - Debt service funds are used to account for and report resources that are restricted, committed, or assigned to disbursement for principal, interest, and related costs.

Capital Projects Funds - Capital projects funds are used to account for and report resources that are restricted, committed, or assigned for the acquisition or construction of major capital facilities and other capital assets (other than those financed by the enterprise funds).

Proprietary Funds

Enterprise Funds - Enterprise funds may be used to account for any activity for which a fee is charged to external users for goods or services.

Village of Midland, Clinton County
Summary of Significant Accounting Policies and Forecast Assumptions
For the Years Ending December 31, 2013, through 2017

Note 3 - Summary of Significant Accounting Policies (continued)

C. Budgetary Process

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of the budgetary documents within an established timetable. The major documents prepared are the certificate of estimated resources and the appropriations ordinance, both of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriations ordinance are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds, other than agency funds, are legally required to be budgeted and appropriated.

Estimated Resources - On or about September 1, the County Budget Commission issues an official certificate of estimated resources to the Village, which states the projected receipts of each fund. On or about January 1, the certificate of estimated resources is amended to include any unencumbered balances from the preceding year. Prior to December 31, the Village must revise its budget so that total contemplated expenditures from any funds during the ensuing year will not exceed the amount stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation measure.

Appropriations - A temporary appropriation measure to control cash disbursements may be passed on or about January 1 of each year if the annual appropriation for the full year is not ready for approval by Village Council. The temporary appropriation measure remains in place until the annual appropriation measure is adopted for the entire year. By March 31, an annual appropriation ordinance must be legally enacted by the Village Council. The appropriation measure may be amended or supplemented during the year as new information becomes available.

Encumbrances - The Village uses the encumbrance method of accounting. Under this system, purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve a portion of the applicable appropriation.

D. Property, Plant and Equipment

Capital assets acquired or constructed for general governmental services are recorded as expenditures. Depreciation is not recorded for these capital assets as the purpose of the financial statements for the governmental services is to report the expenditure of resources, not costs.

Note 4 - General Revenue Assumptions - All Funds

A. Property Taxes

Property tax revenues consist of real property, public utility real and personal property, and prior to 2011, tangible personal property taxes. The Village may request advances from the Clinton County Auditor as the taxes are collected. When final settlements are made, any amounts remaining to be distributed to the Village are paid. Deductions for auditor and treasurer fees, advertising delinquent taxes, election expenses, and other fees are made at these settlement times. The amounts shown in the revenue section of the forecast represent gross property tax revenues. The Village uses property tax levies to finance General Fund activities.

Village of Midland, Clinton County
 Summary of Significant Accounting Policies and Forecast Assumptions
 For the Years Ending December 31, 2013, through 2017

Note 4 - General Revenue Assumptions - All Funds (continued)

State law allows for certain reductions in the form of rollbacks and homestead exemptions for residential real estate taxes. The State reimburses the Village for all revenue lost due to these exemptions. The amount of the reimbursement is presented in the account “intergovernmental revenue”.

All property tax revenues are based on property valuations and levy rates. The County is required to reappraise property every six years and update the valuations every three years between the reappraisals. The last reappraisal was completed in 2011 for taxes collected in 2012. The next triennial update will take place in 2014 for taxes collected in 2015 with the next reappraisal scheduled for 2017. The Village’s assessed values upon which property tax receipts were based for the last four years are as follows:

Class of Property	2009	2010	2011	2012
Real Property				
Residential and Agriculture	\$2,313,240	\$2,148,880	\$2,074,310	\$2,105,750
Commercial and Industrial	329,280	323,260	308,980	308,360
Public Utility				
Personal Property	129,670	137,480	146,040	145,940
Tangible Personal Property	3,250	1,490	0	0
Total Assessed Value	<u>\$2,775,440</u>	<u>\$2,611,110</u>	<u>\$2,529,330</u>	<u>\$2,560,050</u>

The property tax revenues are generated from inside and voted millage receipted into the General Fund and Police Levy Fund.

The levies being collected by fund, the year approved, and the full tax rate are as follows:

Fund	Tax Levies	Year Approved/ Renewed	First Calendar Year of Collection	Last Calendar Year of Collection	Full Tax Rate (Per \$1,000 of Assessed Valuation)
General Fund	Inside Ten Mill Limitation (Unvoted)	n/a	n/a	n/a	\$1.10
General Fund	Current Expense	2009	2010	2015	3.00
General Fund	Current Expense	2012	2013	2018	3.00
Police Levy Fund	Current Expense	2008	2009	2013	1.00
Total Tax Rate					<u>\$8.10</u>

Public utility real and personal property taxes are collected and settled by the County with real estate taxes and are recorded as general property taxes. Beginning in 2001, the Ohio General Assembly reduced the assessment rate for certain tangible personal property of electric and gas utilities from 88 percent to 25 percent. Starting in tax year 2005, the assessment rate for personal property owned by telephone utilities prior to 1995 was being phased down from 88 percent to 25 percent (in tax year 2007) over a three-year period. Beginning in 2007, House Bill 66 switched telephone companies from being public utilities to general business taxpayers and began a four-year phase out of the tangible personal property tax on local and inter-exchange telephone companies.

Village of Midland, Clinton County
Summary of Significant Accounting Policies and Forecast Assumptions
For the Years Ending December 31, 2013, through 2017

Note 4 - General Revenue Assumptions - All Funds (continued)

Real Property - Real property taxes are forecasted to remain constant throughout the forecasted period. Property values are expected to remain the same due to the overall economy of the Village.

Tangible Personal Property - Tangible personal property taxes have had a number of changes in the past several years. Effective for tax years 2005 and 2006, the assessment rate on inventory was to be reduced by 2 percent if the total statewide collections of personal property taxes for the second preceding year exceeded the total statewide collections of property taxes for the third preceding year. Effective for tax years 2007 and beyond, the assessment rate for inventory was to be reduced by 2 percent per year until completely phased out, regardless of the growth in collections.

Beginning in 2006, House Bill 66 will phase out, by 25 percent each year, tangible personal property tax on most businesses' inventory, manufacturing machinery and equipment, and furniture and fixtures. This change supersedes the changes and phase-out periods addressed above. No tangible personal property taxes have been levied or collected since 2009 from general business taxpayers, except telephone companies whose last year to pay tangible personal property tax was 2010. The State of Ohio reimburses the Village for the loss of tangible personal property taxes as a result of the changes in House Bill 66 within certain limitations (see Intergovernmental Revenues below).

B. Intergovernmental Revenues

Intergovernmental revenues include local government monies and property tax allocations for rollback, homestead, and tangible personal property loss reimbursements. The local government funds are distributed monthly by the State to the Village and by the County Auditor to the Village. The property tax allocations for rollback, homestead, and tangible personal property are received from the State and are based on information provided by the County Auditor.

Beginning in 2006, the State reimbursed the Village for lost revenue due to the phase-out of tangible personal property tax. In the first five years, the Village was fully reimbursed relative to prior law for revenue lost due to the taxable value reductions prescribed by House Bill 66. Over the next seven years, the reimbursements are phased-out. The reimbursement will be for the difference between the assessed values under prior law and the assessed values under House Bill 66. This means the Village is only reimbursed for the difference between the amounts that would have been received under the prior law and amounts actually received as the phase-outs in House Bill 66 are implemented.

In 2011, HB153 accelerates the phase-out of the tangible personal property tax reimbursements by two percentage points per year based on the entity's 2010 tax year reimbursements.

State law grants tax relief in the form of a 10 percent reduction in residential real property tax bills. In addition, a 2.5 percent rollback is granted on residential property taxes. Tax relief is also granted to qualified elderly and disabled homeowners based on their income. The State reimburses the Village for the loss of real property taxes caused by the homestead and rollback tax relief programs.

In tax collection year 2008, the State granted an additional homestead exemption for the first \$25,000 in market value. This exemption increases property tax allocation receipts and decreases general property tax receipts by an equal amount.

Village of Midland, Clinton County
Summary of Significant Accounting Policies and Forecast Assumptions
For the Years Ending December 31, 2013, through 2017

Note 4 - General Revenue Assumptions - All Funds (continued)

Section 503.12(B) of House Bill 66 established a Task Force to study potential sources of State funding for the local government and the local government revenue assistance programs that have the capacity for growth and stability in the funding levels and that considers the changes to the Ohio tax code. In December 2006, the Task Force submitted a report to the Governor and to the General Assembly setting forth its recommendations. The State Budget bill for fiscal years 2008 and 2009 replaced the percentage of tax methodology with a percentage of tax receipts formula. In general, the formula proposes that the three local government funds at the State level receive a percentage of the general revenue fund tax receipts in total collected by the State. In 2011, HB153 made reductions in the local government funding for fiscal years 2012 and 2013. These reductions will be approximately 25 percent and 50 percent less than 2011 funding amounts for 2012 and 2013, respectively. No increases are projected for future years.

Note 5 - Specific Fund Revenue Assumptions

A. General Fund

Fees, Licenses and Permits - Licenses and permits receipts represent liquor and beer permits, as well as cable franchise fees. Amounts collected for liquor and beer permits remain approximately the same annually. Cable franchise fees are 3 percent of gross receipts collected by the cable provider. No increase is anticipated in these revenues.

Other Revenues – In 2010 the Village received a portion of the former fiscal officers OPERS account. This was in accordance with a ruling from the court. The Village will receive no other funds in relation to this case.

B. State Highway Fund

Intergovernmental - Intergovernmental receipts consist of State gasoline taxes and State motor vehicle license tax fees. These taxes are collected by the State and disbursed to the Village based on several formulas. For the Village this revenue source has remained fairly constant and this is expected to continue due to limited growth expectations for the Village.

Note 6 - Expenditure Assumptions - All Funds

A. Personal Services

Personal services include the salaries paid to the employees and elected officials of the Village. The Village's employees are paid on a weekly basis. The Mayor and Village Council, are paid quarterly, in March, June, September and December. The Fiscal Officer is paid monthly. Village Council, by ordinance, sets the salary or hourly rates and other forms of compensation, such as paid leave. The forecast assumes the Village employees will remain the same throughout the forecast period.

The Village Council consists of four members with an annual salary of \$1,400, if in attendance at all regular meetings. Village Council is paid from the General Fund.

The Mayor's annual salary is \$600. The Mayor is paid from the General Fund.

Village of Midland, Clinton County
Summary of Significant Accounting Policies and Forecast Assumptions
For the Years Ending December 31, 2013, through 2017

Note 6 - Expenditure Assumptions - All Funds (continued)

The Fiscal Officer is paid \$500 per month and is paid from the General Fund.

The Village has no other employees.

No increases are expected for the Mayor, Village Council, or the Fiscal Officer within the forecast period.

B. Fringe Benefits

Fringe benefits include employer contributions to the State pension system, workers' compensation, social security, and Medicare. The Village does not provide health care or any other insurance benefits to any employee.

All employees and/or elected officials, except three, participate in the Ohio Public Employees Retirement System (OPERS). OPERS provides basic retirement, disability, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 145 of the Ohio Revised Code. Employees are required to contribute 10 percent (the maximum) of their annual salary and the Village is required to contribute 14 percent (the maximum) of their annual salary. Three elected officials pay into social security.

Workers' compensation coverage is provided by the State of Ohio. The Village pays the State Workers' Compensation System a premium based on a rate per \$100 of salaries. No increase is expected during the forecasted period.

The Village does not have any employees that earn vacation and sick leave.

C. Contractual Services

Contractual services include property and liability insurance, utility charges (electricity and sewer), postage, advertising, legal fees, auditor and treasurer fees, and accounting and auditing services. Audits will be performed in 2013, 2015, and 2017 and will be paid from the General, Street, State Highway and Permissive Funds.

For 2013 through 2017, property insurance is anticipated to remain consistent throughout the forecast period.

Increases in various utility costs are projected at 5 percent based on information provided by the Village's utility company.

D. Supplies and Materials

Supplies and materials expenditures include office supplies. Supplies and materials are anticipated to remain consistent throughout the forecast period.

Village of Midland, Clinton County
Summary of Significant Accounting Policies and Forecast Assumptions
For the Years Ending December 31, 2013, through 2017

Note 7 - Other Funds

The Village has two other funds that account for resources that are restricted for specific purposes. These funds are anticipated to have sufficient resources to meet their obligations during the forecasted period.

In 2013, the Village anticipates a storm drain project, in the amount of \$11,000. This will be paid from the Street Construction, Maintenance and Repair Fund (not included in the forecast).

Note 8 - Pending Litigation

The Village currently has no pending litigation.

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Dave Yost • Auditor of State

VILLAGE OF MIDLAND

CLINTON COUNTY

CLERK'S CERTIFICATION

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

Susan Babbitt

CLERK OF THE BUREAU

CERTIFIED
MAY 14, 2013