

***CITY OF ST. BERNARD, OHIO***

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**BASIC FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
DECEMBER 31, 2008**

*Prepared by:*  
**Walter T. St. Clair**  
**City Auditor**





# Mary Taylor, CPA

Auditor of State

Members of City Council  
City of St. Bernard  
110 Washington Avenue  
St. Bernard, Ohio 45217

We have reviewed the *Independent Auditors' Report* of the City of St. Bernard, Hamilton County, prepared by Bastin & Company, LLC, for the audit period January 1, 2008 through December 31, 2008. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The City of St. Bernard is responsible for compliance with these laws and regulations.

A handwritten signature in cursive script that reads "Mary Taylor".

Mary Taylor, CPA  
Auditor of State

September 10, 2009

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# Bastin & Company, LLC

*Certified Public Accountants*

## **INDEPENDENT AUDITORS' REPORT**

To the Members of City Council  
City of St. Bernard, Ohio

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the City of St. Bernard, Ohio, as of and for the year ended December 31, 2008, which collectively comprise the City of St. Bernard, Ohio's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City of St. Bernard, Ohio's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of St. Bernard, Ohio, as of December 31, 2008, and the respective changes in financial position, thereof and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 30, 2009 on our consideration of the City of St. Bernard, Ohio's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in conjunction with this report in considering the results of our audit.

The Management's Discussion and Analysis on pages 3 through 10 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

*Bastin & Company, LLC*

Cincinnati, Ohio  
June 30, 2009

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## **CITY OF ST. BERNARD, OHIO**

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***Management's Discussion and Analysis  
For the Year Ended December 31, 2008***

***Unaudited***

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The discussion and analysis of the City of St. Bernard's financial performance provides an overall review of the City's financial activities for the fiscal year ended December 31, 2008. The intent of this discussion and analysis is to look at the City's financial performance as a whole; readers should also review the notes to the basic financial statements and financial statements to enhance their understanding of the City's financial performance.

### **FINANCIAL HIGHLIGHTS**

**Key financial highlights for 2008 are as follows:**

- ❑ Net assets increased \$5.7 million, which represents a 28.2% increase from 2007.
- ❑ General revenues accounted for \$14.3 million in revenue or over 96% of all revenues. Program specific revenues in the form of charges for services and grants and contributions accounted for \$597,569 million or just less than 4% of total revenues of \$14.9 million.
- ❑ The City had \$12.6 million in expenses related to governmental activities; only \$3.8 million of these expenses were offset by program specific charges for services, grants or contributions. General revenues (primarily taxes) of \$14.3 million were adequate to provide for these programs.
- ❑ Among major funds, the General Fund had \$14.4 million in revenues and \$10.1 million in expenditures. The General Fund's fund balance increased by \$1,737,267 million to \$9,048,550. The increase in fund balances is mainly due to the increased tax revenues.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This annual report consists of two parts – *management's discussion and analysis* and the *basic financial statements*. The basic financial statements include two kinds of statements that present different views of the City:

These statements are as follows:

1. *The Government-Wide Financial Statements* – These statements provide both long-term and short-term information about the City's overall financial status.
2. *The Fund Financial Statements* – These statements focus on individual parts of the City, reporting the City's operations in more detail than the government-wide statements.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data.

# CITY OF ST. BERNARD, OHIO

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*Management's Discussion and Analysis  
For the Year Ended December 31, 2008*

*Unaudited*

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## **Government-Wide Financial Statements**

The government-wide statements report information about the City as a whole using accepting methods similar to those used by private-sector companies. The statement of net assets includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the City's net assets and how they have changed. Net assets (the difference between the City's assets and liabilities) is one way to measure the City's financial health or position.

- Over time, increases or decreases in the City's net assets are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall health of the City you need to consider additional nonfinancial factors such as the City's tax base and the condition of the City's capital assets.

The government-wide financial statements of the City reflect the following category of its activities:

- *Governmental Activities* – All of the City's programs and services are reported here, including security of persons and property, public health and welfare services, leisure time activities, community environment, basic utility services, transportation, general government and other expenditures.

## **Fund Financial Statements**

The fund financial statements provide more detailed information about the City's most significant funds, not the City as a whole. Funds are accounting devices that the City uses to keep track of specific sources of funding and spending for particular purposes.

***Governmental Funds*** – Most of the City's activities are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end available for spending in future periods. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance educational programs. The relationship (or differences) between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds is reconciled in the financial statements.

***Fiduciary Funds*** – Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the City's own programs. All of the City's fiduciary activities are reported in separate Statements of Fiduciary Net Assets and Changes in Fiduciary Net Assets.

## ***CITY OF ST. BERNARD, OHIO***

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***Management's Discussion and Analysis  
For the Year Ended December 31, 2008***

***Unaudited***

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### **FINANCIAL ANALYSIS OF THE CITY AS A WHOLE**

The following table provides a comparison of the City's net assets as of December 31, 2008 and 2007:

	Governmental Activities	
	2008	2007
Current and other assets	\$13,383,926	\$10,817,816
Capital assets, Net	19,267,354	15,457,982
Total assets	<u>32,651,280</u>	<u>26,275,798</u>
Long-term debt outstanding	4,638,214	4,986,497
Other liabilities	3,148,706	1,887,475
Total liabilities	<u>7,786,920</u>	<u>6,873,972</u>
Net assets		
Invested in capital assets, net of related debt	15,574,452	13,118,038
Restricted	1,991,031	1,356,234
Unrestricted	7,298,877	4,927,554
Total net assets	<u><u>\$24,864,360</u></u>	<u><u>\$19,401,826</u></u>

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## **CITY OF ST. BERNARD, OHIO**

**Management's Discussion and Analysis  
For the Year Ended December 31, 2008**

**Unaudited**

Changes in Net Assets – The following table shows the changes in net assets for the fiscal year 2008 and 2007:

	Governmental Activities	
	2008	2007
Revenues		
Program revenues:		
Charges for Services and Sales	\$404,296	\$402,747
Operating Grants and Contributions	1,280,612	936,163
Capital Grants and Contributions	2,116,223	612,469
General revenues:		
Property Taxes	2,197,928	1,965,224
Municipal Income Taxes	10,816,357	8,536,696
Grants and Entitlements not Restricted to Specific Programs	645,893	863,145
Investment Earnings	329,312	359,302
Miscellaneous	284,043	141,875
Total revenues	18,074,664	13,817,621
Program Expenses		
Security of Persons and Property	4,701,433	4,635,384
Public Health and Welfare Services	93,636	93,939
Leisure Time Activities	466,951	424,911
Community Environment	982,518	25,397
Basic Utility Services	18,721	620
Transportation	1,056,942	862,062
General Government	3,840,618	3,947,575
Other Expenditures	1,353,564	1,116,301
Debt Service:		
Interest and Fiscal Charges	97,747	84,289
Total expenses	12,612,130	11,190,478
Total Change in Net Assets	5,462,534	2,627,143
Beginning Net Assets	19,401,826	16,774,683
Ending Net Assets	\$24,864,360	\$19,401,826

### **Governmental Activities**

Net assets of the City's governmental activities increased by \$5,462,534. This was mainly due to increased income tax collections and land acquisitions by the Saint Bernard CIC.

The unique nature of property taxes in Ohio creates the need to routinely seek voter approval for operating funds. In general, the overall revenue generated by the levy will not increase solely as a result of inflation. As an example, a homeowner with a home valued at \$100,000 and taxed at 1.0 mill would pay \$35.00 annually in taxes. If three years later the home were reappraised and increased to \$200,000 (and this inflationary increase in value is comparable to other property owners) the effective tax rate would become .5 mills and the owner would still pay \$35.00.

## CITY OF ST. BERNARD, OHIO

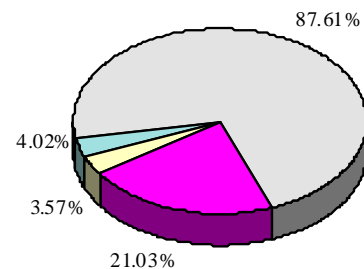
**Management's Discussion and Analysis  
For the Year Ended December 31, 2008**

**Unaudited**

The City also receives an income tax. The income tax is based on 2.1% of all salaries, wages, commissions and other compensation and on net profits earned within the City as well as on income of residents earned outside the City.

Taxes made up 87.61% of revenues for governmental activities for the City in fiscal year 2008. The City's reliance upon tax revenues is demonstrated by the following graph:

Revenue Sources	2008	Percent of Total
Taxes	\$13,014,285	72.00%
Program Revenues	3,801,131	21.03%
Shared Revenues	645,893	3.57%
General Other	613,355	3.39%
Total Revenue	\$18,074,664	100.00%



### FINANCIAL ANALYSIS OF THE CITY'S FUNDS

The City's governmental funds reported a combined fund balance of \$9,981,993, which is an increase from last year's balance of \$8,630,489. The schedule below indicates the fund balance and the total change in fund balance by fund type as of December 31, 2008 and 2007:

	Fund Balance December 31, 2008	Fund Balance December 31, 2007	Increase (Decrease)
General	\$9,048,550	\$7,325,400	\$1,723,150
Community Improvement Corporation	\$34,793	\$652,986	(618,193)
Master Plan			
Capital Improvement	104,027	94,318	9,709
Other Governmental	794,623	557,785	236,838
Total	\$9,981,993	\$8,630,489	\$1,351,504

## **CITY OF ST. BERNARD, OHIO**

***Management's Discussion and Analysis  
For the Year Ended December 31, 2008***

***Unaudited***

General Fund – The City's General Fund balance increase is due to many factors. The tables that follow assist in illustrating the financial activities and balance of the General Fund:

	2008 <u>Revenues</u>	2007 <u>Revenues</u>	Increase <u>(Decrease)</u>
Taxes	\$12,894,955	\$10,370,172	\$2,524,783
Intergovernmental Revenues	639,280	847,987	(208,707)
Charges for Services	161,908	194,822	(32,914)
Licenses and Permits	47,832	50,579	(2,747)
Investment Earnings	309,927	321,883	(11,956)
Fines and Forfeitures	42,453	54,955	(12,502)
All Other Revenue	334,624	194,669	139,955
Total	<u>\$14,430,979</u>	<u>\$12,035,067</u>	<u>\$2,395,912</u>

General Fund revenues in 2008 increased dramatically compared to revenues in fiscal year 2007. A large increase in Earned Income Tax from Individual Returns, Employer Withholding, and Net Profits offset decreased revenues from other sources in 2008.

	2008 <u>Expenditures</u>	2007 <u>Expenditures</u>	Increase <u>(Decrease)</u>
Security of Persons and Property	\$4,610,721	\$4,664,860	(\$54,139)
Public Health and Welfare Services	93,636	93,939	(303)
Leisure Time Activities	97,770	99,858	(2,088)
Basic Utility Services	18,721	620	18,101
Transportation	150,969	50,816	100,153
General Government	3,766,671	3,846,875	(80,204)
Other Expenditures	1,353,564	1,116,301	237,263
Total	<u>\$10,092,052</u>	<u>\$9,873,269</u>	<u>\$218,783</u>

## **CITY OF ST. BERNARD, OHIO**

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***Management's Discussion and Analysis  
For the Year Ended December 31, 2008***

***Unaudited***

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General Fund expenditures increased by \$218,783 over the prior year was mainly due to increased personnel costs and insurance costs.

The City's budget is prepared according to Ohio law and is based on accounting for certain transactions on a basis of cash receipts, disbursements and encumbrances. The most significant budgeted fund is the General Fund.

During the course of fiscal year 2008 the City amended its General Fund budget several times, the final appropriation changed significantly over the original due to increased appropriations of about \$3.4 million of which the majority of the increase was for budgeting transfers to other funds.

For the General Fund, final budgeted revenues did not change from original budgeted revenues. The General Fund had an adequate fund balance to cover expenditures.

### **CAPITAL ASSETS AND DEBT ADMINISTRATION**

#### ***Capital Assets***

At the end of fiscal year 2008 the City had \$15,865,760 net of accumulated depreciation invested in land, land improvements, buildings and improvements, infrastructure, and machinery and equipment. The following table shows fiscal year 2008 and 2007 balances:

	Governmental Activities		Increase (Decrease)
	2008	2007	
Land	\$7,326,490	\$3,482,896	\$3,843,594
Construction In Progress	0	598,852	(598,852)
Land Improvements	4,336,733	4,328,078	8,655
Buildings and Improvements	4,510,344	4,510,344	0
Infrastructure	12,292,809	11,704,491	588,318
Machinery and Equipment	4,955,009	4,396,119	558,890
Less: Accumulated Depreciation	(14,154,031)	(13,562,798)	(591,233)
Totals	<u>\$19,267,354</u>	<u>\$15,457,982</u>	<u>\$3,809,372</u>

The primary increase occurred in land. The increase in land is mainly the result of the properties being purchased by the CIC for redevelopment. Additional information on the City's capital assets can be found in Note 7.

## **CITY OF ST. BERNARD, OHIO**

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**Management's Discussion and Analysis  
For the Year Ended December 31, 2008**

**Unaudited**

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### **Debt**

At December 31, 2008, the City had \$2,160,000 in bonds outstanding, \$125,000 due within one year. The following table summarizes the City's debt outstanding as of December 31, 2008 and 2007:

	<u>2008</u>	<u>2007</u>
Governmental Activities:		
General Obligation Bonds	\$2,160,000	\$2,305,000
Ohio Public Works Commission Loans	32,902	34,944
Police/Fire Accrued Pension	799,863	815,993
Compensated Absences	1,645,449	1,830,560
Total Governmental Activities	<u>\$4,638,214</u>	<u>\$4,986,497</u>

Additional information on the City's long-term debt can be found in Note 11.

### **ECONOMIC FACTORS**

In 2008 the Community Improvement Corporation (CIC) had its first full year of operation. The City made a grant to the CIC of \$1,000,000 and a loan of \$475,000. The CIC is charged with promoting the economic development of the City of St. Bernard. In 2008 the CIC purchased nine (9) properties and demolished four (4) of them, which were in or near the business district, for future development. The other five (5) are currently being leased or rented and their locations are strategic to future economic development.

General Fund expenditures for 2008 were approximately \$77,000 greater than 2007. Earned Income Tax receipts for 2008 were approximately \$1.3 million greater than 2007 and general property tax receipts were about \$5,000 greater for 2008 over 2007. Including the City's expenditure of a grant and loan to the CIC, revenues (excluding loan proceeds) exceeded expenditures by over \$750,000. The City of St. Bernard has reserves in excess of \$9.9 million at the end of 2008.

### **REQUESTS FOR INFORMATION**

This financial report is designed to provide our citizens, taxpayers, investors and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information contact Walter T. St. Clair, City Auditor of the City of St. Bernard.



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## *CITY OF ST. BERNARD, OHIO*

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### *Statement of Net Assets* *December 31, 2008*

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	<u>Governmental Activities</u>
<b>Assets:</b>	
Cash and Cash Equivalents	\$ 3,914,848
Cash and Cash Equivalents with Fiscal Agent	176,746
Investments	6,516,361
Receivables:	
Taxes	2,229,124
Accounts	90,357
Intergovernmental	267,564
Interest	78,723
Inventory of Supplies at Cost	64,786
Prepaid Items	36,117
Restricted Assets:	
Cash and Cash Equivalents	9,300
Capital Assets:	
Capital Assets Not Being Depreciated	7,326,490
Capital Assets Being Depreciated, Net	11,940,864
<b>Total Assets</b>	<u>32,651,280</u>
<b>Liabilities:</b>	
Accounts Payable	150,557
Accrued Wages and Benefits	205,868
Intergovernmental Payable	328,092
Claims Payable	81,532
Deferred Revenue	872,427
Accrued Interest Payable	10,230
General Obligation Notes Payable	1,500,000
Noncurrent liabilities:	
Due within one year	159,463
Due in more than one year	4,478,751
<b>Total Liabilities</b>	<u>7,786,920</u>
<b>Net Assets:</b>	
Invested in Capital Assets, Net of Related Debt	15,574,452
Restricted For:	
Capital Projects	1,093,403
Other Purposes	897,628
Unrestricted	7,298,877
<b>Total Net Assets</b>	<u>\$ 24,864,360</u>

See accompanying notes to the basic financial statements

## CITY OF ST. BERNARD, OHIO

### Statement of Activities For the Year Ended December 31, 2008

	Program Revenues				Net (Expense) Revenue and Changes in Net Assets
	Expenses	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
<b>Governmental Activities:</b>					
Security of Persons and Property	\$ 4,701,433	\$ 112,717	\$ 366	\$ 0	\$ (4,588,350)
Public Health and Welfare Services	93,636	12,417	1,559	0	(79,660)
Leisure Time Activities	466,951	63,495	0	0	(403,456)
Community Environment	982,518	27,609	1,059,730	2,116,223	2,221,044
Basic Utility Services	18,721	0	0	0	(18,721)
Transportation	1,056,942	16,618	218,957	0	(821,367)
General Government	3,840,618	171,440	0	0	(3,669,178)
Other Expenditures	1,353,564	0	0	0	(1,353,564)
Interest and Fiscal Charges	97,747	0	0	0	(97,747)
<b>Total Governmental Activities</b>	<b>12,612,130</b>	<b>404,296</b>	<b>1,280,612</b>	<b>2,116,223</b>	<b>(8,810,999)</b>
<b>Totals</b>	<b>\$ 12,612,130</b>	<b>\$ 404,296</b>	<b>\$ 1,280,612</b>	<b>\$ 2,116,223</b>	<b>(8,810,999)</b>
<b>General Revenues</b>					
Taxes					13,014,285
Grants and Entitlements not Restricted to Specific Programs					645,893
Investment Earnings					329,312
Miscellaneous					284,043
Total General Revenues					14,273,533
Change in Net Assets					5,462,534
Net Assets Beginning of Year					19,401,826
Net Assets End of Year					\$ 24,864,360

See accompanying notes to the basic financial statements

**CITY OF ST. BERNARD, OHIO**

**Balance Sheet**  
**Governmental Funds**  
**December 31, 2008**

	General	Community Improvement Corporation	Master Plan Capital Improvement	Other Governmental Funds	Total Governmental Funds
<b>Assets:</b>					
Cash and Cash Equivalents	\$ 2,762,991	\$ 509,793	\$ 379,481	\$ 262,583	\$ 3,914,848
Cash and Cash Equivalents with Fiscal Agent	0	0	0	176,746	176,746
Investments	5,436,587	0	744,088	335,686	6,516,361
Taxes	2,176,318	0	0	52,806	2,229,124
Accounts	61,873	0	27,681	803	90,357
Intergovernmental	177,399	0	0	90,165	267,564
Interest	78,476	0	0	247	78,723
Inventory of Supplies, at Cost	64,786	0	0	0	64,786
Prepaid Items	36,117	0	0	0	36,117
<b>Restricted Assets:</b>					
Cash and Cash Equivalents	9,300	0	0	0	9,300
Advance to Other Funds	0	0	475,000	0	475,000
<b>Total Assets</b>	<b>\$ 10,803,847</b>	<b>\$ 509,793</b>	<b>\$ 1,626,250</b>	<b>\$ 919,036</b>	<b>\$ 13,858,926</b>
<b>Liabilities:</b>					
Accounts Payable	\$ 125,612	\$ 0	\$ 17,976	\$ 6,969	\$ 150,557
Accrued Wages and Benefits Payable	197,298	0	4,247	4,323	205,868
Intergovernmental Payable	328,092	0	0	0	328,092
Claims Payable	81,532	0	0	0	81,532
Deferred Revenue	1,022,763	0	0	113,121	1,135,884
General Obligation Notes Payable	0	0	1,500,000	0	1,500,000
Advances from Other Funds	0	475,000	0	0	475,000
<b>Total Liabilities</b>	<b>1,755,297</b>	<b>475,000</b>	<b>1,522,223</b>	<b>124,413</b>	<b>3,876,933</b>
<b>Fund Balances:</b>					
Reserved for Encumbrances	61,703	0	2,769	25	64,497
Reserved for Prepaid Items	36,117	0	0	0	36,117
Reserved for Supplies Inventory	64,786	0	0	0	64,786
Reserved for Debt Service	0	0	0	218	218
General Fund	8,885,944	0	0	0	8,885,944
Special Revenue Funds	0	34,793	0	794,379	829,172
Capital Project Funds	0	0	101,258	1	101,259
<b>Total Fund Balances</b>	<b>9,048,550</b>	<b>34,793</b>	<b>104,027</b>	<b>794,623</b>	<b>9,981,993</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 10,803,847</b>	<b>\$ 509,793</b>	<b>\$ 1,626,250</b>	<b>\$ 919,036</b>	<b>\$ 13,858,926</b>

See accompanying notes to the basic financial statements

**CITY OF ST. BERNARD, OHIO**

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***Reconciliation Of Total Governmental Fund Balances  
To Net Assets Of Governmental Activities  
December 31, 2008***

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**Total Governmental Fund Balances** \$ 9,981,993

***Amounts reported for governmental activities in the  
statement of net assets are different because***

Capital Assets used in governmental activities are not  
resources and therefore are not reported in the funds. 19,267,354

Other long-term assets are not available to pay for current-  
period expenditures and therefore are deferred in the funds. 263,457

Long-term liabilities, including bonds payable, are not due  
and payable in the current period and therefore are not  
reported in the funds.

General Obligation Bonds Payable	(2,160,000)	
Ohio Public Works Commission Loans Payable	(32,902)	
Police/Fire Accrued Pension Liability	(799,863)	
Compensated Absences Payable	(1,645,449)	
Accrued Interest Payable	(10,230)	(4,648,444)

***Net Assets of Governmental Activities*** \$ 24,864,360

See accompanying notes to the basic financial statements

## CITY OF ST. BERNARD, OHIO

### Statement of Revenues, Expenditures and Changes in Fund Balances Governmental Funds For the Year Ended December 31, 2008

	General	Community Improvement Corporation	Master Plan Capital Improvement	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>					
Taxes	\$ 12,894,955	\$ 0	\$ 0	\$ 126,061	\$ 13,021,016
Intergovernmental Revenues	639,280	1,059,730	46,814	223,046	1,968,870
Charges for Services	161,908	0	0	34,996	196,904
Licenses and Permits	47,832	0	0	0	47,832
Investment Earnings	309,927	16,757	0	664	327,348
Fines and Forfeitures	42,453	0	0	6,157	48,610
All Other Revenue	334,624	27,609	27,681	0	389,914
<b>Total Revenue</b>	<b>14,430,979</b>	<b>1,104,096</b>	<b>74,495</b>	<b>390,924</b>	<b>16,000,494</b>
<b>Expenditures:</b>					
Current:					
Security of Persons and Property	4,610,721	0	0	106,293	4,717,014
Public Health and Welfare Services	93,636	0	0	0	93,636
Leisure Time Activities	97,770	0	0	176,241	274,011
Community Environment	0	436,918	1,000,000	0	1,436,918
Basic Utility Services	18,721	0	0	0	18,721
Transportation	150,969	0	0	334,831	485,800
General Government	3,766,671	0	0	0	3,766,671
Other Expenditures	1,353,564	0	0	0	1,353,564
Capital Outlay	0	1,285,371	968,786	0	2,254,157
Debt Service:					
Principal Retirement	0	0	0	147,042	147,042
Interest & Fiscal Charges	0	0	0	98,254	98,254
<b>Total Expenditures</b>	<b>10,092,052</b>	<b>1,722,289</b>	<b>1,968,786</b>	<b>862,661</b>	<b>14,645,788</b>
Excess (Deficiency) of Revenues Over Expenditures	4,338,927	(618,193)	(1,894,291)	(471,737)	1,354,706
<b>Other Financing Sources (Uses):</b>					
Sale of Capital Assets	10,915	0	0	0	10,915
Transfers In	0	0	1,904,000	708,575	2,612,575
Transfers Out	(2,612,575)	0	0	0	(2,612,575)
<b>Total Other Financing Sources (Uses)</b>	<b>(2,601,660)</b>	<b>0</b>	<b>1,904,000</b>	<b>708,575</b>	<b>10,915</b>
Net Change in Fund Balances	1,737,267	(618,193)	9,709	236,838	1,365,621
<b>Fund Balances (Deficits) at Beginning of Year</b>	<b>7,325,400</b>	<b>652,986</b>	<b>94,318</b>	<b>557,785</b>	<b>8,630,489</b>
Increase (Decrease) in Inventory Reserve	(14,117)	0	0	0	(14,117)
<b>Fund Balances (Deficits) End of Year</b>	<b>\$ 9,048,550</b>	<b>\$ 34,793</b>	<b>\$ 104,027</b>	<b>\$ 794,623</b>	<b>\$ 9,981,993</b>

See accompanying notes to the basic financial statements

## **CITY OF ST. BERNARD, OHIO**

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### ***Reconciliation Of The Statement Of Revenues, Expenditures And Changes In Fund Balances Of Governmental Funds To The Statement Of Activities For The Fiscal Year Ended December 31, 2008***

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**Net Change in Fund Balances - Total Governmental Funds** \$ 1,365,621

***Amounts reported for governmental activities in the statement of activities are different because***

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation exceeded capital outlays in the current period.

Capital Outlay	4,828,023	
Depreciation Expense	<u>(1,012,815)</u>	3,815,208

The net effect of various miscellaneous transactions involving capital assets (i.e. disposals and donations) is to increase net assets.

The statement of activities reports losses arising from the disposal of capital assets. Conversely, the governmental funds do not report any loss on the disposal of capital assets.		(5,836)
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Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		(47,132)
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Repayment of bond and loan principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.

General Obligation Bond Principal Payment	145,000	
Ohio Public Works Commission Loan Principal Payment	2,042	
Police/Fire Accrued Pension Payment	<u>16,130</u>	163,172

In the statement of activities, interest is accrued on outstanding bonds, whereas in governmental funds, an interest expenditure is reported when due.		507
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Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.

Compensated Absences	185,111	
Change in Inventory	<u>(14,117)</u>	<u>170,994</u>

***Change in Net Assets of Governmental Activities*** \$ 5,462,534

See accompanying notes to the basic financial statements

**CITY OF ST. BERNARD, OHIO**

**Statement of Revenues, Expenditures and Changes in  
Fund Balance – Budget and Actual (Non-GAAP Budgetary Basis)  
General Fund  
For the Year Ended December 31, 2008**

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
<b>Revenues:</b>				
Taxes	\$ 12,209,668	\$ 12,209,668	\$ 12,209,668	\$ 0
Intergovernmental Revenues	684,337	684,337	684,337	0
Charges for Services	177,030	177,030	177,030	0
Licenses and Permits	47,832	47,832	47,832	0
Investment Earnings	277,931	277,931	277,931	0
Fines and Forfeitures	42,981	42,981	42,981	0
All Other Revenues	298,404	298,404	298,404	0
Total Revenues	<u>13,738,183</u>	<u>13,738,183</u>	<u>13,738,183</u>	<u>0</u>
<b>Expenditures:</b>				
Current:				
Security of Persons and Property	4,547,184	4,713,337	4,604,091	109,246
Public Health and Welfare Services	93,889	103,045	97,848	5,197
Leisure Time Activities	143,433	119,257	97,558	21,699
Transportation	141,100	188,975	151,457	37,518
General Government	3,697,961	4,072,249	3,791,749	280,500
Other Expenditures	1,291,526	1,494,738	1,365,864	128,874
Total Expenditures	<u>9,915,093</u>	<u>10,691,601</u>	<u>10,108,567</u>	<u>583,034</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	3,823,090	3,046,582	3,629,616	583,034
<b>Other Financing Sources (Uses):</b>				
Sale of Capital Assets	0	0	10,915	10,915
Transfers Out	0	(2,612,575)	(2,612,575)	0
Total Other Financing Sources (Uses):	<u>0</u>	<u>(2,612,575)</u>	<u>(2,601,660)</u>	<u>1,210,915</u>
Net Change in Fund Balance	3,823,090	434,007	1,027,956	1,793,949
Fund Balance at Beginning of Year	6,996,078	6,996,078	6,996,078	0
Prior Year Encumbrances	34,645	34,645	34,645	0
Fund Balance at End of Year	<u>\$ 7,030,723</u>	<u>\$ 7,464,730</u>	<u>\$ 8,058,679</u>	<u>\$ 1,793,949</u>

See accompanying notes to the basic financial statements



**CITY OF ST. BERNARD, OHIO**

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**Statement of Net Assets**  
**Fiduciary Funds**  
**December 31, 2008**

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	<u>Private Purpose Trust</u>		
	<u>Private Purpose Trust Fund</u>	<u>Agency Funds</u>	<u>Total</u>
<b>Assets:</b>			
Cash and Cash Equivalents	\$ 10,772	\$ 20,140	\$ 30,912
<b>Total Assets</b>	<u>10,772</u>	<u>20,140</u>	<u>30,912</u>
<b>Liabilities:</b>			
Accounts Payable	3,092	0	3,092
Due to Others	<u>0</u>	<u>20,140</u>	<u>20,140</u>
<b>Total Liabilities</b>	<u>3,092</u>	<u>20,140</u>	<u>23,232</u>
<b>Net Assets:</b>			
Unrestricted	<u>7,680</u>	<u>0</u>	<u>7,680</u>
<b>Total Net Assets</b>	<u>\$ 7,680</u>	<u>\$ 0</u>	<u>\$ 7,680</u>

See accompanying notes to the basic financial statements

**CITY OF ST. BERNARD, OHIO**

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**Statement of Changes in Net Assets**  
**Fiduciary Funds**  
**December 31, 2008**

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	<u>Private Purpose Trust Fund</u>
<b>Additions:</b>	
Contributions:	
Private Donations	\$ 28,000
Total Contributions	<u>28,000</u>
Total Additions	<u>28,000</u>
<b>Deductions:</b>	
Administrative Expenses	<u>48,493</u>
Total Deductions	<u>48,493</u>
Change in Net Assets	(20,493)
Net Assets at Beginning of Year	<u>28,173</u>
Net Assets End of Year	<u><u>\$ 7,680</u></u>

See accompanying notes to the basic financial statements

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

##### **A. Reporting Entity**

The City of St. Bernard, Ohio (the "City") was incorporated as a village in 1878 and became a city in 1912. The City is a charter municipal corporation under the laws of the State of Ohio and operates under a Council-Mayor form of government.

The accompanying basic financial statements of the City present the financial position of the various fund types, and the results of operations of the various fund types. The financial statements are presented as of December 31, 2008 and for the year then ended and have been prepared in conformity with generally accepted accounting principles (GAAP) applicable to local governments. The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing governmental accounting and financial reporting principles, which are primarily set forth in the GASB's Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification).

The accompanying basic financial statements comply with the provisions of the Governmental Accounting Standards Board (the "GASB") Statement No. 14, *"The Financial Reporting Entity,"* in that the financial statements include all organizations, activities and functions of the City (the primary government consists of all funds, departments, boards and agencies that are not legally separate from the City). The reporting entity of the City includes the following services: police and fire protection, emergency medical services, parks and recreation, planning, zoning, street maintenance, and other governmental services. Potential component units for which the City may be financially accountable were considered for inclusion in the financial statements. Financial accountability is defined as the appointment of a voting majority of a legally separate organization's governing body and either (1) the City's ability to impose its will over the organization, or (2) the potential that the organization will provide a financial benefit to or impose a financial burden on the City. Accordingly, the City has included the Community Improvement Corporation of St. Bernard (CIC) as a blended component unit.

The Community Improvement Corporation of St. Bernard (CIC), a non-profit organization, is an eleven-member board comprised of one City official, seven council members and three community representatives. Although it is legally separate from the City, the CIC is reported as if it were part of the primary government because the City can impose its will on the CIC. The CIC is responsible for research and development of the City, including the assurance that mortgage payments will be made to foster such development, the acquisition, construction, equipment and improvement of buildings, structures and other properties, the acquisition of sites for such development, the lease, sale and subdivision of such sites and incurring of debt in order to carry out such development, and to make loans to any individual or business entity in order to carry out such development purpose for the City. Funding to finance the CIC comes from the sale of properties owned by the CIC and contributions from the City and private sources.

The City of St. Bernard Mayor's Court is included in the reporting entity because it is not legally separate.

## *CITY OF ST. BERNARD, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2008*

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **B. Basis of Presentation - Fund Accounting**

The City uses funds to report its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain City functions or activities.

A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The following fund types are used by the City:

##### ***Governmental Funds***

The governmental funds are those funds through which most governmental functions are typically financed. The acquisition, use and balances of the City's expendable financial resources and the related current liabilities are accounted for through governmental funds. The measurement focus is upon determination of "Flow of Current Financial Resources." With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets. The following are the City's major governmental funds:

General Fund - This fund is used to account for all financial resources except those accounted for in another fund. The General Fund balance is available to the City for any purpose provided it is expended or transferred according to the general laws of Ohio.

Community Improvement Corporation Fund - This fund is used to account for the financial activities of the CIC of Saint Bernard.

Master Plan Capital Improvement Fund - This fund is used to account for financial resources to be used for planning, developing, executing and maintaining major properties within the City's Master Plan.

##### ***Fiduciary Funds***

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary category is split into four classifications: pension trust funds, investment trust funds, private-purpose trust funds and agency funds. Fiduciary funds are used to account for assets the City holds in a trustee capacity or as an agent for individuals, private organizations, other governments, and other funds. The City's fiduciary funds are a Private-Purpose Trust Fund and agency funds. The City's private purpose trust fund accounts for monies held in trust for retired employees of the City. The City's Agency funds account for monies held for hall rentals, building permit fees, and the Mayor's Court. The Agency funds are purely custodial (assets equal liabilities) and thus do not involve measurement of results of operations.

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **C. Basis of Presentation – Financial Statements**

**Government-wide Financial Statements** – The statement of net assets and the statement of activities display information about the City as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The statements distinguish between those activities of the City that are governmental and those that are considered business-type activities.

The government-wide statements are prepared using the economic resources measurement focus. The governmental fund financial statements include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of the City's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues which are not classified as program revenues are presented as general revenues of the City, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the City.

**Fund Financial Statements** – Fund financial statements report detailed information about the City. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by fund type.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a flow of current financial resources measurement focus. The financial statements for governmental funds are a balance sheet, which generally includes only current assets and current liabilities, and a statement of revenues, expenditures and changes in fund balances, which reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources.

##### **D. Basis of Accounting**

Basis of accounting represents the methodology utilized in the recognition of revenues and expenditures in the accounts and reported in the financial statements, and relates to the timing of the measurements made. The accounting and reporting treatment applied to a fund is determined by its measurement focus.

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **D. Basis of Accounting (Continued)**

The modified accrual basis of accounting is followed by the governmental funds. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. The term "measurable" means that the amount of the transaction can be determined. The term "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period, which for the City is considered to be 60 days after year-end. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt which is recognized when due.

The accrual basis of accounting is utilized for reporting purposes by the governmental activities and fiduciary funds. Revenues are recognized when they are earned and expenses are recognized when they are incurred.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include income taxes, property taxes, grants, entitlements and donations. Revenue from income taxes is recognized in the period in which the income is earned and is available. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied and the revenue is available. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the City must provide local resources to be used for a specific purpose, and expenditure requirements, in which the resources are provided to the City on a reimbursement basis.

Revenue considered susceptible to accrual at year-end includes income taxes withheld by employers, property taxes, interest on investments and state levied locally shared taxes (including motor vehicle license fees and local government assistance). Other revenue, including licenses, permits, certain charges for services, income taxes other than those withheld by employers and miscellaneous revenues, is recorded as revenue when received in cash because generally this revenue is not measurable until received.

Property taxes measurable as of December 31, 2008, but not received within the available period are recorded as deferred revenue as these resources are not intended to pay liabilities of the current period. Delinquent property taxes, whose availability is indeterminate, are recorded as deferred revenue as further described in Note 4.

The City reports deferred revenues in its balance sheet. Deferred revenues arise when a potential revenue does not meet both the measurable and available criteria for recognition in the current period. In the subsequent period, when both revenue recognition criteria are met, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **E. Budgetary Process**

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources and the appropriation ordinance, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriation ordinance are subject to amendment throughout the year with the restriction that appropriations cannot exceed estimated resources as certified.

All funds other than agency funds are legally required to be budgeted and appropriated; however, only governmental funds are required to be reported. Since the Community Improvement Corporation is a legally separate entity it is not part of the City's budget, therefore no budgetary statement is presented. The legal level of budgetary control for each fund is at the object level within each department. Budgetary modifications may only be made by ordinance of the City Council.

##### **1. Tax Budget**

By July 15, the City Finance Committee and Auditor submit an annual tax budget for the following fiscal year to City Council for consideration and passage. The adopted budget is submitted to the County Auditor, as Secretary of the County Budget Commission, by July 20 of each year for the period January 1 to December 31 of the following year.

##### **2. Estimated Resources**

The County Budget Commission reviews estimated revenue and determines if the budget substantiates a need to levy all or part of previously authorized taxes. By October 1 of each year, the City accepts by resolution the tax rates as determined by the Budget Commission. As part of the certification process, the City receives an official certificate of estimated resources stating the projected receipts by fund. Prior to December 31, the City must revise its budget so that the total contemplated expenditures from any fund during the ensuing fiscal year do not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriations measure. On or about January 1, the certificate of estimated resources is amended to include any unencumbered fund balances from the preceding year. The certificate may be further amended during the year if a new source of revenue is identified or actual receipts exceed current estimates. The amounts reported on the budgetary statement reflect the amounts in the final amended official certificate of estimated resources issued during 2008.

## *CITY OF ST. BERNARD, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2008*

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **E. Budgetary Process** (Continued)

##### 3. Appropriations

A temporary appropriation ordinance to control expenditures may be passed on or about January 1 of each year for the period January 1 through March 31. An annual appropriation ordinance must be passed by April 1 of each year for the period January 1 through December 31. The appropriation ordinance establishes spending controls at the fund, department and object level, and may be modified during the year by an ordinance of the City Council. Total fund appropriations may not exceed the current estimated resources as certified by the County Budget Commission. Expenditures may not legally exceed budgeted appropriations at the object level. Administrative control is maintained through the establishment of more detailed line-item budgets. The budgetary figures which appear in the "Statement of Revenues, Expenditures, and Changes in Fund Balances-Budget and Actual" are provided on the budgetary basis to provide a comparison of actual results to the final budget, including all amendments and modifications.

##### 4. Encumbrances

As part of formal budgetary control, purchase orders, contracts and other commitments for expenditures are encumbered and recorded as the equivalent of expenditures (budget basis) in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. However, on the GAAP basis of accounting, encumbrances do not constitute expenditures or liabilities and are reported as reservations of fund balances for governmental funds in the accompanying general purpose financial statements.

##### 5. Lapsing of Appropriations

At the close of each fiscal year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriations. The encumbered appropriation balance is carried forward to the subsequent fiscal year and need not be reappropriated.

##### 6. Budgetary Basis of Accounting

The City's budgetary process accounts for the City's transactions on a basis other than generally accepted accounting principles (GAAP). The major differences between the budgetary basis and the GAAP basis lie in the manner in which revenues and expenditures are recorded. Under the budgetary basis, revenues and expenditures are recognized on the cash basis. Utilizing the cash basis, revenues are recorded when received in cash and expenditures when paid. Under the GAAP basis, revenues and expenditures are recorded on the modified accrual basis of accounting. Encumbrances are recorded as the equivalent of expenditures (budgetary basis) as opposed to reservation of fund balance (GAAP basis).



## **CITY OF ST. BERNARD, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **E. Budgetary Process** (Continued)

##### **6. Budgetary Basis of Accounting** (Continued)

The following table summarizes the adjustments necessary to reconcile the GAAP basis statements to the "Statement of Revenues, Expenditures, and Changes in Fund Balances-Budget and Actual" for the General Fund:

Net Change in Fund Balance	General Fund
GAAP Basis (as reported)	\$1,737,267
Increase (Decrease):	
Accrued Revenues at December 31, 2008 received during 2009	(1,491,844)
Accrued Revenues at December 31, 2007 received during 2008	799,048
Accrued Expenditures at December 31, 2008 paid during 2009	734,176
Accrued Expenditures at December 31, 2007 paid during 2008	(617,434)
2007 Prepays for 2008	34,160
2008 Prepays for 2009	(36,117)
Outstanding Encumbrances	(131,300)
Budget Basis	<u>\$1,027,956</u>

##### **F. Cash and Cash Equivalents**

Cash and cash equivalents include amounts in demand deposits and repurchase agreements. The repurchase agreements are considered cash equivalents because they are highly liquid investments with original maturity of three months or less.

The City pools its cash for investment and resource management purposes. Each fund's equity in pooled cash and cash equivalents represents the balance on hand as if each fund maintained its own cash and cash equivalent account.

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **G. Investments**

Investment procedures and interest allocations are restricted by provisions of the Ohio Constitution, the Ohio Revised Code and the City Charter. The City allocates interest among the various funds based upon applicable legal and administrative requirements. Interest revenue credited to the City's funds was \$310,591 during calendar year 2008. In accordance with GASB Statement No. 31, "Accounting and Financial Reporting for Certain Investments and for External Investment Pools", the City records all its investments at fair value except for nonparticipating investment contracts which are reported at cost, which approximates fair value. Certificates of deposit with a maturity of greater than three months from the time of purchase are classified as investments on the balance sheet. See Note 3, "Cash, Cash Equivalents and Investments".

##### **H. Prepaid Items**

Payments made to vendors for services that will benefit periods beyond December 31, 2008, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure is reported in the year in which services are consumed.

##### **I. Inventory**

Inventory is stated at cost (first-in, first-out) in the governmental funds. The costs of inventory items are recorded as expenditures in the governmental funds when purchased.

##### **J. Capital Assets and Depreciation**

Capital assets are defined by the City as assets with an initial, individual cost of more than \$500.

###### **1. Property, Plant and Equipment - Governmental Activities**

Governmental activities capital assets are those not directly related to the business type funds. These generally are acquired or constructed for governmental activities and are recorded as expenditures in the governmental funds and are capitalized at cost. The capital asset values were initially determined by assigning original acquisition costs when such information was available. In cases where information supporting original costs was not available, estimated historical costs were developed. For certain capital assets, the estimates were arrived at by indexing estimated current costs back to the estimated year of acquisition. Donated capital assets are capitalized at fair market value on the date donated. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized. These assets are reported in the Governmental Activities column of the Government-wide Statement of Net Assets, but they are not reported in the Fund Financial Statements.

**CITY OF ST. BERNARD, OHIO**

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**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2008**

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**J. Capital Assets and Depreciation** (Continued)

2. Depreciation

All capital assets are depreciated, excluding land. Depreciation has been provided using the straight-line method over the following estimated useful lives:

<u>Description</u>	<u>Estimated Lives (in years)</u>
Land Improvements	20 - 40
Buildings and Improvements	10 - 45
Infrastructure	20 - 50
Machinery and Equipment	5 - 20

**K. Long-Term Obligations**

Long-term liabilities are being repaid from the following funds:

<u>Obligation</u>	<u>Fund</u>
Compensated Absences	General Fund Street Maintenance Fund Master Plan Capital Improvement Fund
General Obligation Bonds	General Bond Retirement Fund
Accrued Pension Liability	General Fund
Ohio Public Works Commission Loan	Storm Sewer Improvement Fund

**L. Compensated Absences**

In accordance with GASB Statement No. 16, "Accounting for Compensated Absences," vacation and compensatory time are accrued as liabilities when an employee's right to receive compensation is attributable to services already rendered and it is probable that the employee will be compensated through paid time off or some other means, such as cash payments at termination or retirement. Leave time that has been earned but is unavailable for use as paid time off or as some other form of compensation because an employee has not met the minimum service time requirement, is accrued to the extent that it is considered to be probable that the conditions for compensation will be met in the future.

Sick leave is accrued using the vesting method, whereby the liability is recorded on the basis of leave accumulated by employees who are eligible to receive termination payments as of the balance sheet date, and on 95% of the leave balances accumulated by employees who have ten years or more of service time with the City. These employees are expected to become eligible in the future to receive such payments.

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

##### **L. Compensated Absences (Continued)**

For governmental funds, that portion of unpaid compensated absences that is expected to be paid using expendable available financial resources is reported as an expenditure in the fund from which the individual earning the leave is paid, and a corresponding liability is reflected in the account "Compensated Absences Payable." In the government wide statement of net assets, "Compensated Absences Payable" is recorded within the "Due within one year" account and the long-term portion of the liability is recorded within the "Due in more than one year" account.

##### **M. Net Assets**

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction of improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

The City applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

##### **N. Pensions**

The provision for pension costs are recorded when the related payroll is accrued and the obligation is incurred.

##### **O. Intergovernmental Revenues**

In governmental funds, intergovernmental revenues, such as grants awarded on a non-reimbursement basis, and shared revenues are recorded as intergovernmental receivables and revenues when measurable and available. Reimbursable grants are recorded as intergovernmental receivables and revenues when the related expenditures are made.

##### **P. Interfund Activity**

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures 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 expenditures to the funds that initially paid for them are not presented on the financial statements.

**CITY OF ST. BERNARD, OHIO**

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***Notes to the Basic Financial Statements  
For the Year Ended December 31, 2008***

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Q. Interfund Assets/Liabilities**

Receivables and payables arising between funds for goods provided or services rendered are classified as "Due From/To Other Funds" on the balance sheet. Short-term interfund loans are classified as "Interfund Receivables/Payables," while long-term interfund loans are classified as "Interfund Loan Receivable/Payable."

**R. Reservations of Fund Balance**

Reserves indicate that a portion of fund balance is not available for expenditure or is legally segregated for a specific future use. Fund balances are reserved for encumbered amounts that have not been accrued at year-end, supplies inventory, and prepaid items.

**S. Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**NOTE 2 – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

**A. Explanation of certain differences between the governmental fund balance sheet and the government-wide statement of net assets**

The governmental fund balance sheet includes a reconciliation between fund balance – total governmental funds and net assets of governmental funds as reported in the government-wide statement of net assets. The following is a detailed listing of those reconciling items that are net adjustments or a combination of several transactions:

*Other long-term assets not available to pay for current-period expenditures:*

Deferred Tax Revenue	\$72,589
Deferred Investment Earnings	38,694
Intergovernmental Revenue Receivable	<u>152,174</u>
	\$263,457

## *CITY OF ST. BERNARD, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2008*

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#### **NOTE 2 – RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS**

##### **B. Explanation of certain differences between the governmental fund statement of revenues, expenditures, and changes in fund balances and the government-wide statement of activities**

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between net changes in fund balances – total governmental funds and changes in net assets of governmental activities as reported in the government – wide statement of activities. The following is a detailed listing of those reconciling items that are net adjustments or a combination of several transactions:

*Governmental revenues not reported in the funds:*

Decrease in Deferred Tax Revenue	(\$6,731)
Increase in Deferred Investment Earnings	1,964
Decrease in Intergovernmental Revenue	<u>(42,365)</u>
	(\$47,132)

#### **NOTE 3 - CASH AND CASH EQUIVALENTS**

Cash resources of several individual funds are combined to form a pool of cash, cash equivalents and investments.

Statutes require the classification of funds held by the City into three categories. Category 1 consists of “active” funds - those funds required to be kept in a “cash” or “near cash” status for immediate use by the City. Such funds must be maintained either as cash in the City Treasury or in depository accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts.

Category 2 consists of “inactive” funds - those funds not required for use within the current five year period of designation of depositories. Inactive funds may be deposited or invested only as certificates of deposit maturing not later than the end of the current period of designation of depositories.

Category 3 consists of “interim” funds - those funds which are not needed for immediate use but, which will be needed before the end of the current period of designation of depositories. Interim funds may be invested or deposited in the following securities:

- United States treasury notes, bills, bonds, or any other obligation or security issued by the United States treasury or any other obligation guaranteed as to principal or interest by the United States;

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 3 - CASH AND CASH EQUIVALENTS (Continued)**

- Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
- Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
- Interim deposits in eligible institutions applying for interim funds;
- Bonds and other obligations of the State of Ohio;
- No-load money market mutual funds consisting exclusively of obligations described in the first two bullets of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions, and
- The State Treasury Asset Reserve of Ohio (STAR Ohio).

#### **A. Deposits**

Custodial credit risk is the risk that in the event of bank failure, the government's deposits may not be returned. Protection of City cash and deposits is provided by the Federal Deposit Insurance Corporation as well as qualified securities pledged by the institution holding the assets. Ohio law requires that deposits be placed in eligible banks or savings and loan associations located in Ohio. Any public depository in which the City places deposits must pledge as collateral eligible securities of aggregate market value equal to the excess of deposits not insured by the Federal Deposit Insurance Corporation (FDIC). The securities pledged as collateral are pledged to a pool for each individual financial institution in amounts equal to at least 105% of the carrying value of all public deposits held by each institution. Obligations that may be pledged as collateral are limited to obligations of the United States and its agencies and obligations of any state, county, municipal corporation or other legally constituted authority of any other state, or any instrumentality of such county, municipal corporation or other authority. Collateral is held by trustees including the Federal Reserve Bank and designated third party trustees of the financial institutions.

At year end the carrying amount of the City's deposits was \$4,162,718 and the bank balance was \$4,645,914. Federal depository insurance covered \$250,000 of the bank balance and \$4,395,914 was uninsured. Of the remaining uninsured bank balance, the City was exposed to custodial risk as follows:

**CITY OF ST. BERNARD, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2008**

**NOTE 3 - CASH AND CASH EQUIVALENTS (Continued)**

**A. Deposits (Continued)**

	Balance
Uninsured and collateralized with securities held by the pledging institution's Trust Department not in the City's name.	\$4,395,914
Total Balance	\$4,395,914

**B. Investments**

The City's investments at December 31, 2008 were as follows:

	Fair Value	Credit Rating	Investment Maturities (in Years)		
			less than 1	1-3	3-5
FHLMC	\$1,583,391	AAA <sup>1</sup> / Aaa <sup>2</sup>	\$0	\$1,078,301	\$505,090
FNMA	2,558,000	AAA <sup>1</sup> / Aaa <sup>2</sup>	0	2,057,530	500,470
FHLB	2,374,970	AAA <sup>1</sup> / Aaa <sup>2</sup>	0	1,719,671	655,299
Total Investments	\$6,516,361		\$0	\$4,855,502	\$1,660,859

<sup>1</sup> Standard & Poor's

<sup>2</sup> Moody's Investor Service

*Interest Rate Risk* – The Ohio Revised Code generally limits security purchases to those that mature within five years of settlement date, the City has no policy beyond what Ohio Revised Code requires.

*Concentration of Credit Risk* – The City places no limit on the amount the City may invest in one issuer. Of the City's total investments, 24.3% are FHLMC, 39.3% are FNMA, and 36.4% are FHLB.

*Custodial Credit Risk* – For an investment, custodial credit risk is the risk that in the event of the failure of the counterparty, the City will not be able to recover the value of its investment or collateral securities that are in the possession of an outside party. The City has no policy beyond what Ohio Revised Code requires for custodial credit risk.



## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 4 - TAXES**

##### **A. Property Taxes**

Property taxes include amounts levied against all real estate and public utility property, and tangible personal property used in business and located in the City. Real property taxes (other than public utility) collected during 2008 were levied after October 1, 2007 on assessed values as of January 1, 2007 the lien date. Assessed values were established by the County Auditor at 35% of appraised market value. All property is required to be reappraised every six years and equalization adjustments made in the third year following reappraisal. The last revaluation was completed in 2005. Real property taxes are payable annually or semi-annually. The first payment is due January 20; the remainder payable by June 20.

Taxes collected from tangible personal property (other than public utility) in one calendar year are levied in the prior calendar year on assessed values during and at the close of the most recent fiscal year of the taxpayer that ended on or before March 31 of that calendar year, and at the tax rates determined in the preceding year. Tangible personal property used in business (except for public utilities) is currently assessed for ad valorem taxation purposes at 25% of its true value. Amounts paid by multi-county taxpayers are due September 20 of the year assessed. Single county taxpayers may pay annually or semi-annually: the first payment is due April 30; the remainder payable by September 20.

Public utility real and tangible personal property taxes collected in one calendar year are levied in the preceding calendar year on assessed values determined as of December 31 of the second year preceding the tax collection year, the lien date. Certain public utility tangible personal property is currently assessed at 100% of its true value. Public utility property taxes are payable on the same dates as real property described previously.

The County Treasurer collects property taxes on behalf of all taxing districts in the County including the City of St. Bernard. The County Auditor periodically remits to the City its portion of the taxes collected.

The full tax rate for all City operations for the year ended December 31, 2008 was \$11.28 per \$1,000 of assessed value. The assessed value on which the 2008 levy was based was \$91,870,807. This amount constitutes \$88,366,930 in real property assessed value, \$3,030,710 in public utility assessed value and \$473,167 in tangible personal property assessed value.

Ohio law prohibits taxation of property from all taxing authorities in excess of 1% of assessed value without a vote of the people. Under current procedures, the City's share is 1.128% (11.28 mills) of assessed value.

## **CITY OF ST. BERNARD, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 4 – TAXES (Continued)**

##### **B. Income Tax**

The City levies a tax of 2.0% on all salaries, wages, commissions and other compensation and on net profits earned within the City as well as on incomes of residents earned outside the City. In the latter case, the City allows a credit of up to 2% of the tax paid to another municipality.

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

#### **NOTE 5 - RECEIVABLES**

Receivables at December 31, 2008, consisted of taxes, interest and accounts receivable, and intergovernmental receivables arising from shared revenues. All receivables are considered collectible in full. Those receivables that relate to amounts not intended to finance the current fiscal year are offset by deferred revenue.

#### **NOTE 6 – TRANSFERS AND ADVANCES**

Following is a summary of transfers in and out for all funds for 2008:

<u>Fund</u>	<u>Transfers In</u>	<u>Transfers Out</u>
General Fund	\$0	\$2,612,575
Master Plan Capital Improvement Fund	1,904,000	0
Nonmajor Governmental Funds:		
Street Maintenance Fund	325,000	0
Swimming Pool Fund	150,000	0
Mayor's Court Computerization Fund	2,500	0
General Bond Retirement Fund	228,000	0
Storm Sewer Improvement Fund	3,075	0
Total Nonmajor Governmental Funds	<u>708,575</u>	<u>0</u>
Totals	<u><u>\$2,612,575</u></u>	<u><u>\$2,612,575</u></u>

Transfers are used to move revenues from the funds that statute or budget requires to collect them to the funds that statute or budget requires to expend them; to segregate money for anticipated capital projects; to provide additional resources for current operations or debt service; to return money to the fund from which it was originally provided once a project is completed; and to transfer capital assets.

During the 2008 fiscal year the Master Plan Capital Improvement Fund advanced the Community Improvement Corporation \$475,000 to help subsidize the CIC's operations. The advance is to be repaid over future years.

**CITY OF ST. BERNARD, OHIO**

**Notes to the Basic Financial Statements  
For the Year Ended December 31, 2008**

**NOTE 7 - CAPITAL ASSETS**

Summary by category of changes in governmental activities capital assets at December 31, 2008:

**Historical Cost:**

Class	December 31, 2007	Additions	Deletions	December 31, 2008
<b>Capital assets not being depreciated:</b>				
Land	\$3,482,896	\$3,843,594	\$0	\$7,326,490
Construction in Progress	598,852	0	(598,852)	0
<b>Capital assets being depreciated:</b>				
Land Improvements	4,328,078	8,655	0	4,336,733
Buildings and Improvements	4,510,344	0	0	4,510,344
Infrastructure	11,704,491	588,318	0	12,292,809
Machinery and Equipment	4,396,119	986,308	(427,418)	4,955,009
Total Cost	<u>\$29,020,780</u>	<u>\$5,426,875</u>	<u>(\$1,026,270)</u>	<u>\$33,421,385</u>

**Accumulated Depreciation:**

Class	December 31, 2007	Additions	Deletions	December 31, 2008
Land Improvements	(\$1,981,791)	(\$184,635)	\$0	(\$2,166,426)
Buildings and Improvements	(2,984,883)	(125,633)	0	(3,110,516)
Infrastructure	(5,246,223)	(433,247)	0	(5,679,470)
Machinery and Equipment	(3,349,901)	(269,300)	421,582	(3,197,619)
Total Depreciation	<u>(\$13,562,798)</u>	<u>(\$1,012,815) *</u>	<u>\$421,582</u>	<u>(\$14,154,031)</u>
<b>Net Value:</b>	<u>\$15,457,982</u>			<u>\$19,267,354</u>

\* Depreciation expenses were charged to governmental functions as follows:

Security of Persons and Property	\$175,516
Leisure Time Activities	192,940
Transportation	571,142
General Government	73,217
Total Depreciation Expense	<u>\$1,012,815</u>

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 8 – DEFINED BENEFIT PENSION PLANS**

All of the City's full-time employees participate in one of two separate retirement systems which are cost-sharing multiple employer defined benefit pension plans.

##### **A. Ohio Public Employees Retirement System (“OPERS”)**

The following information was provided by OPERS to assist the City in complying with GASB Statement No. 27, “*Accounting for Pensions by State and Local Government Employers.*”

All employees of the City, except full-time uniformed police officers and full-time firefighters, participate in one of the three pension plans administered by OPERS: the Traditional Pension Plan (TP), the Member-Directed Plan (MD), and the Combined Plan (CO). The TP Plan is a cost-sharing multiple employer defined benefit pension plan. The MD Plan is a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20% per year). Under the MD Plan members accumulate retirement assets equal to the value of member and (vested) employer contributions plus any investment earnings thereon. The CO Plan is a cost-sharing multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan. Under the CO Plan employer contributions are invested by the retirement system to provide a formula retirement benefit similar in nature to the TP Plan. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the MD Plan.

OPERS provides retirement, disability, survivor and death benefits and annual cost-of-living adjustments to members of the TP Plan and CO Plan. Members of the MD Plan do not qualify for ancillary benefits, including postemployment health care benefits. Chapter 145 of the Ohio Revised Code provides statutory authority to establish and amend benefits. The Ohio Public Employees Retirement System issues a stand-alone financial report that includes financial statements and required supplementary information for OPERS. Interested parties may obtain a copy by making a written request to OPERS, Attention: Finance Director, 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 222-5601 or 1-800-222-7377.

The ORC provides statutory authority for employee and employer contributions. For 2008, employee and employer contribution rates were consistent across all three plans (TP, MD and CO). The employee contribution rate is 10.0%. The 2008 employer contribution rate for local government employer units was 14.00% of covered payroll, which is the maximum contribution rate set by State statutes. Employer contribution rates are actuarially determined. A portion of the City's contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for 2008, 7.0% of annual covered salary was the portion used to fund pension obligations. The contribution requirements of plan members and the City are established and may be amended by the OPERS Board. The City's required contributions for pension obligations to OPERS for the years ending December 31, 2008, 2007, and 2006 were \$156,729, \$181,703 and \$183,741, respectively, which were equal to the required contributions for each year.

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 8 – DEFINED BENEFIT PENSION PLANS (Continued)**

##### **B. Ohio Police and Fire Pension Fund (“OP&F”)**

All City full-time police officers and full-time firefighters participate in OP&F, a cost-sharing multiple-employer defined benefit pension plan. OP&F provides retirement and disability benefits, annual cost of living adjustments and death benefits to plan members and beneficiaries. Contribution requirements and benefit provisions are established by the Ohio State Legislature and are codified in Chapter 742 of the ORC. The Ohio Police and Fire Pension Fund issues a stand-alone financial report that includes financial statements and required supplementary information for the plan. Interested parties may obtain a copy by making a written request to 140 East Town Street, Columbus, Ohio 43215-5164 or by calling (614) 228-2975.

Plan members are required to contribute 10.0% of their annual covered salary, while employers are required to contribute 19.5% and 24.0% respectively for police officers and firefighters. A portion of the City’s contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for 2008, 12.75% of annual covered salary for police and 17.25% of annual covered salary for firefighters, respectively, were the portions used to fund pension obligations. The City’s contributions for pension obligations to the OP&F Fund for the years ending December 31, 2008, 2007, and 2006 were \$126,572, \$124,347 and \$110,356 for police and \$321,910, \$311,879 and \$280,202 for firefighters, respectively, which were equal to the required contributions for each year.

#### **NOTE 9 - POSTEMPLOYMENT BENEFITS**

##### **A. Ohio Public Employees Retirement System (“OPERS”)**

Plan Description – OPERS administers three separate pension plans: the Traditional Pension Plan – a cost-sharing, multiple-employer defined benefit pension plan; the Member directed Plan – a defined contribution plan; and the Combined Plan – a cost sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan.

OPERS maintains a cost-sharing, multiple-employer defined benefit post-employment health care plan, which includes a medical plan, prescription drug program and Medicare Part B Premium reimbursement, to qualifying members of both the Traditional Pension and the Combined Plans. Members of the Member Directed Plan do not qualify for ancillary benefits, including post-employment health care coverage.

In order to qualify for post-employment health care coverage, age-and-service retirees under the Traditional Pension and Combined Plans must have 10 or more years of qualifying Ohio service credit. Health care coverage for disability benefit recipients and qualified survivor benefit recipients is available. The health care coverage provided by OPERS is considered an Other Postemployment Benefit (OPEB) as described in GASB Statement No. 45.

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 9 - POSTEMPLOYMENT BENEFITS (Continued)**

##### **A. Ohio Public Employees Retirement System (“OPERS”) (Continued)**

The ORC permits, but does not mandate, OPERS to provide OPEB benefits to its eligible members and beneficiaries. Authority to establish and amend benefits is provided in Chapter 145 of the ORC.

OPERS issues a stand-alone financial report. Interested parties may obtain a copy by making a written request to OPERS, Attention: Finance Director, 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 222-5601 or 1-800-222-7377.

Funding Policy – The ORC provides the statutory authority requiring public employers to fund post retirement health care coverage through their contributions to OPERS. A portion of each employer’s contribution to OPERS is set aside for the funding of post retirement health care benefits. Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2008, local government employers contributed at a rate of 14.00% of covered payroll. The ORC currently limits the employer contribution to a rate not to exceed 14.0% of covered payroll for local government employers. Active members do not make contributions to the OPEB plan.

The OPERS Postemployment Health Care Plan was established under, and is administered in accordance with Internal Revenue Code 401(h). Each year the OPERS Retirement Board determines the portion of the employer contribution rate that will be set aside for funding of postemployment health care benefits. For 2008, the employer contribution allocated to the health care plan was 7.0% of covered payroll. The OPERS Retirement Board is also authorized to establish rules for the payment of a portion of the health care benefits provided by the retiree or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The City's contributions for health care to the OPERS for the years ending December 31, 2008, 2007, and 2006 were \$156,729, \$107,580 and \$89,873, respectively, which were equal to the required contributions for each year.

The Health Care Preservation Plan (HCPP) adopted by the OPERS Retirement Board on September 9, 2004, was effective January 1, 2007. Member and employer contribution rates increased as of January 1, 2006, January 1, 2007 and January 1, 2008, which allowed additional funds to be allocated to the health care plan.

## *CITY OF ST. BERNARD, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2008*

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#### **NOTE 9 - POSTEMPLOYMENT BENEFITS (Continued)**

##### **B. Ohio Police and Fire Pension Fund (“OP&F”)**

Plan Description – The City contributes to the OP&F sponsored health care program, a cost-sharing multiple-employer defined postemployment health care plan administered by OP&F. OP&F provides health care benefits including coverage for medical, prescription drugs, dental, vision, Medicare Part B Premium and long term care to retirees, qualifying benefit recipients and their eligible dependents.

OP&F provides access to post-retirement health care coverage for any person who receives or is eligible to receive a monthly service, disability, or survivor benefit check or is a spouse or eligible dependent child of such person. The health care coverage provided by OP&F is considered an Other Postemployment Benefit (OPEB) as described in GASB Statement No. 45.

The ORC permits, but does not mandate, OP&F to provide OPEB benefits. Authority to establish and amend benefits is provided in Chapter 742 of the ORC.

OP&F issues a stand-alone financial report that includes financial information and required supplementary information for the plan. Interested parties may obtain a copy by making a written request to 140 East Town Street, Columbus, Ohio 43215-5164.

Funding Policy – The ORC provides for contribution requirements of the participating employers and of plan members to the OP&F. Participating employers are required to contribute to the pension plan at rates expressed as percentages of the payroll of active pension plan members, currently, 19.5% and 24.0% of covered payroll for police and fire employers, respectively. The ORC states that the employer contribution may not exceed 19.5% of covered payroll for police employer units and 24.0% of covered payroll for fire employer units. Active members do not make contributions to the OPEB Plan.

The Board of Trustees is authorized to allocate a portion of the total employer contributions made into the pension plan to the Section 115 trust and the Section 401(h) account as the employer contribution for retiree health care benefits. For 2008, the employer contribution allocated to the health care plan was 6.75% of covered payroll. The amount of employer contributions allocated to the health care plan each year is subject to the Trustees' primary responsibility to ensure that pension benefits are adequately funded and is limited by the provisions of Sections 115 and 401(h). The OP&F Board of Trustees also is authorized to establish requirements for contributions to the health care plan by retirees and their eligible dependents, or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The City's contributions for health care to the OP&F for the years ending December 31, 2008, 2007, and 2006 were \$67,008, \$65,831 and \$72,787 for police and \$125,965, \$122,040 and \$133,635 for firefighters, respectively, which were equal to the required contributions for each year.

## ***CITY OF ST. BERNARD, OHIO***

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 10 - COMPENSATED ABSENCES**

All full-time City employees other than fire department employees earn vacation at varying rates based upon length of service. An employee's vacation must be used during the period in which it is earned unless the Department Supervisor allows the balance to be carried over to the following year. Upon separation from the City, the employee (or their estate) is paid for his accumulated unused vacation leave balance.

All full-time City employees other than fire department employees earn sick leave at the rate of 1.25 days per calendar month of active service. Upon retirement from the City's service, an employee hired prior to December 21, 1985 receives one hour of monetary compensation for each one hour of unused sick leave up to a maximum of 1,800 hours. An employee hired after December 21, 1985 receives one hour of monetary compensation for each hour of unused sick leave up to a maximum of 1,000 hours. The monetary compensation is calculated at the hourly rate of compensation of the employee at the time of retirement.

Fire department employees earn sick leave at the rate of 16 hours per calendar month of active service. Upon retirement from City service, fire department employees receive one hour of compensation for each one hour of unused sick leave up to a maximum of 105 hours. The monetary compensation is calculated at the hourly rate of compensation of the employee at the time of retirement.

As of December 31, 2008 the long-term portion of the compensated absences liability for the City has decreased \$200,627 from a balance of \$1,830,560 to \$1,629,933. This amount is considered long-term since no payments are anticipated requiring the use of current available financial resources.

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## CITY OF ST. BERNARD, OHIO

### Notes to the Basic Financial Statements For the Year Ended December 31, 2008

#### NOTE 11 - LONG-TERM OBLIGATIONS

Detail of the changes in the loans, bonds, pension liability and compensated absences of the City for the year ended December 31, 2008, follows:

	Balance December 31, 2007	Issued	(Retired)	Balance December 31, 2008	Amount Due Within One Year
<b>Governmental Activities:</b>					
Ohio Public Works Commission Loan (OPWC):					
3.00% Andalus Avenue Improvements	\$34,944	\$0	(\$2,042)	\$32,902	\$2,104
Total OPWC Loan	34,944	0	(2,042)	32,902	2,104
General Obligation Bond:					
3.15% Andalus Avenue Improvements	20,000	0	(20,000)	0	0
3.00% Swimming Pool Refunding Bonds	1,695,000	0	(75,000)	1,620,000	75,000
4.50% Fire Truck	590,000	0	(50,000)	540,000	50,000
Total General Obligation Bond	2,305,000	0	(145,000)	2,160,000	125,000
Accrued Pension Liability	815,993	0	(16,130)	799,863	16,844
Compensated Absences	1,830,560	1,645,449	(1,830,560)	1,645,449	15,515
Total General Long-Term Debt and Other Long-Term Obligations	\$4,986,497	\$1,645,449	(\$1,993,732)	\$4,638,214	\$159,463

The City's liability for past service costs relating to the Police and Firemen's Disability and Pension Fund at December 31, 2008 was \$1,422,293 in principal and interest payments through the year 2035. Only the principal amount due of \$799,863 is included in the Government-wide Statement of Net Assets.

#### A. Principal and Interest Requirements

The City's future long-term obligation funding requirements for the loan, bond and accrued pension liability, including principal and interest payments as of December 31, 2008 follows:

Years	OPWC Loan		General Obligation Bond		Police/Fire Accrued Pension Liability	
	Principal	Interest	Principal	Interest	Principal	Interest
2009	\$2,104	\$971	\$125,000	\$91,886	\$16,844	\$38,972
2010	2,167	908	135,000	87,198	17,546	38,159
2011	2,233	842	135,000	82,123	18,300	37,290
2012	2,300	775	140,000	76,986	19,086	36,383
2013	2,370	705	145,000	71,632	19,905	35,438
2014-2018	12,968	2,406	750,000	262,570	113,109	161,529
2019-2023	8,760	465	595,000	118,988	139,579	131,009
2024-2028	0	0	135,000	6,750	172,242	93,346
2029-2033	0	0	0	0	212,548	46,870
2034-2035	0	0	0	0	70,704	3,434
Totals	\$32,902	\$7,072	\$2,160,000	\$798,133	\$799,863	\$622,430

**CITY OF ST. BERNARD, OHIO**

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***Notes to the Basic Financial Statements  
For the Year Ended December 31, 2008***

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**NOTE 11 - LONG-TERM OBLIGATIONS (Continued)**

**B. Defeasance of General Obligation Debt**

In April of 2005 The City issued \$1,875,000 of Swimming Pool Improvement Refunding General Obligation Bonds to defease the \$1,626,886 of General Obligation Bonds for Swimming Pool Improvements dated September 22, 2004.

The net proceeds of the 2005 Swimming Pool Improvement General Obligation Bonds have been invested in obligations guaranteed as to both principal and interest by the United States and placed in irrevocable escrow accounts, which including interest earned, was and will be used to pay the principal and interest on the refunded bonds. The refunded General Obligation Bonds, which have a balance of \$806,393 at December 31, 2008, are not included in the City's outstanding debt since the City has in-substance satisfied its obligations through the advanced refunding.

**C. Notes Payable**

The Ohio Revised Code provides that notes including renewal notes issued in anticipation of the issuance of general obligation bonds may be issued and outstanding from time to time up to a maximum period of 20 years from the date of issuance of the original notes. The maximum maturity for notes anticipating general obligation bonds payable from special assessments is five years. Any period in excess of five years must be deducted from the permitted maximum maturity of the bonds anticipated, and portions of the principal amount of notes outstanding for more than five years must be retired in amounts at least equal to and payable no later than those principal maturities that would have been required if the bonds had been issued at the expiration of the initial five year period.

	Issue Date	Balance January 1, 2008	Issued	(Retired)	Balance December 31, 2008
Capital Projects Notes Payable:					
4.55% Land Acquisition	03/23/07	\$0	\$1,500,000	\$0	\$1,500,000
Total Capital Project Notes Payable		<u>\$0</u>	<u>\$1,500,000</u>	<u>\$0</u>	<u>\$1,500,000</u>

## *CITY OF ST. BERNARD, OHIO*

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### *Notes to the Basic Financial Statements For the Year Ended December 31, 2008*

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#### **NOTE 12 - RISK MANAGEMENT**

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees and natural disasters. The City is a participant in the Public Entities Pool of Ohio (the "Pool"). The Pool was established in 1986 and is administered under contract by the Ohio Municipal League to provide a program of property and casualty insurance for its member organizations throughout the State of Ohio.

The Pool's general objectives are to formulate, develop and administer a program of insurance, to obtain lower costs for that coverage, and to develop a comprehensive loss control program on behalf of the member political subdivisions. Political subdivisions joining the Pool may withdraw at the end of any coverage period upon 60 days prior written notice to the Pool. Under agreement, members who terminate participation in the Pool as well as current members are subject to a supplemental assessment or a refund at the discretion of the Board of Trustees, depending on the ultimate loss experience of all the entities it insures for each coverage year. To date, there have been no assessments or refunds due to the limited period of time that the Pool has been in existence and the nature of the coverage that is afforded to the participants.

Each participant makes an annual "contribution" to the Pool for the coverage they are provided, based on rates established by the Pool, using anticipated and actual results of operation for the various coverages provided. Participants are also charged for a "surplus contribution" that is used to fund the activities of the pool. During 2008, the City made contributions of \$69,482 to the pool. There was no required surplus contribution in 2008.

The City obtained insurance coverage from the pool for losses related to property, general liability, automobile and inland marine in 2008 and 2007. The City carried commercial insurance coverage for all other risks, including public official personal liability insurance in 2008 and 2007. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three years.

In the ordinary course of business, the Pool cedes a portion of its exposure to other insurers. These arrangements limit the Pool's maximum net loss on individual risks.

Treaty basis casualty excess of loss contracts in force at December 31, 2008, currently protect the Pool against individual losses over \$250,000. For the preceding two-year period, the Pool was generally reinsured for casualty losses as follows:

Policy Period	Stop Loss Amount
From February 17, 2006 to February 17, 2007	\$250,000
From February 17, 2007 to February 17, 2008	\$250,000

Additionally, treaty basis property coverage protects the Pool against losses subject to a deductible of the lesser of \$50,000 per location or \$100,000 per occurrence. Since November 1, 1990, the Pool has been limited to an annual aggregate loss of \$300,000 under this treaty.

## **CITY OF ST. BERNARD, OHIO**

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### ***Notes to the Basic Financial Statements For the Year Ended December 31, 2008***

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#### **NOTE 12 - RISK MANAGEMENT (Continued)**

The Pool is, and the participants are, contingently liable should any reinsurer become unable to meet its obligations under the reinsurance agreements.

Boiler and machinery hold a \$1,000 deductible. Vehicle deductibles are \$500 while property deductibles are \$1,000 and general liability deductibles are \$1,000. The City carries a \$1,000 deductible for police and a \$1,000 deductible for professional liability insurance.

Workers' Compensation claims are covered through the City's participation in the State of Ohio's program. The City pays the State Workers' Compensation System a premium based upon a rate per \$100 of payroll. The rate is determined based on accident history and administrative costs.

#### **NOTE 13 - EMPLOYEE MEDICAL BENEFITS**

The City has a group health self-insurance program for employees and their eligible dependents. Premiums are paid into the General Fund by all funds having compensated employees based on an analysis of historical claims experience, the desired fund balances and the number of active participating employees. The monies paid into the General Fund are available to pay claims and administrative costs. The City currently maintains a health care account for these monies, the balance is currently \$9,300. The plan is administered by a third party administrator, Custom Design Benefits, which monitors all claim payments. Excess loss coverage, carried through Continental Assurance Company, becomes effective after \$30,000 per year per specific claim. There is an annual maximum coverage per person of \$5,000,000.

The claims liability of \$81,532 reported in the General Fund at December 31, 2008 is based on the requirements of GASB Statement No. 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated. Changes in the fund's claims liability amount in 2008 and 2007 were:

<u>Fiscal Year</u>	<u>Beginning of Fiscal Year Liability</u>	<u>Current Year Claims Changes in Estimates</u>	<u>Claims Payments</u>	<u>Balance at Fiscal Year End</u>
2007	\$93,485	\$1,104,348	(\$1,116,301)	\$81,532
2008	81,532	1,353,564	(1,353,564)	81,532

#### **NOTE 14 - COMPLIANCE AND ACCOUNTABILITY**

The fund deficit at December 31, 2008 of \$370,973 in the Master Plan Capital Improvement Fund arises from the recognition of expenditures on the modified accrual basis which are greater than expenditures recognized on the budgetary basis. The General Fund provides transfers when cash is required, not when accruals occur.

***CITY OF ST. BERNARD, OHIO***

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***Notes to the Basic Financial Statements  
For the Year Ended December 31, 2008***

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**NOTE 15 - CONTINGENCIES**

The City is a party to various legal proceedings which seek damages or injunctive relief generally incidental to its operations and pending projects. The City's management is of the opinion that the ultimate disposition of most of the various claims and legal proceedings will not have a material effect on the financial condition of the City.

# Bastin & Company, LLC

*Certified Public Accountants*

## **REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Members of City Council  
City of St. Bernard, Ohio

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of St. Bernard, Ohio, as of and for the year ended December 31, 2008, which collectively comprise the City of St. Bernard, Ohio's basic financial statements, and have issued our report thereon dated June 30, 2009. 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.

### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the City of St. Bernard, Ohio's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of St. Bernard, Ohio's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of St. Bernard, Ohio's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the City of St. Bernard, Ohio's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the City of St. Bernard, Ohio's financial statements that is more than inconsequential will not be prevented or detected by the City of St. Bernard, Ohio's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the City of St. Bernard, Ohio's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of St. Bernard, Ohio's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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

A handwritten signature in cursive script that reads "Bastin & Company, L L C". The signature is written in black ink on a light-colored background.

Cincinnati, Ohio  
June 30, 2009

**CITY OF ST. BERNARD  
SCHEDULE OF PRIOR YEAR FINDINGS  
DECEMBER 31, 2008**

<b>Finding Number</b>	<b>Finding Summary</b>	<b>Fully Corrected?</b>	<b>Status Explanation:</b>
2007-01	Audit adjustments.	Yes	Condition corrected in current audit period.
2007-02	Processing of tax return information.	Yes	Condition corrected in current audit period.
2007-03	Appropriations exceeded estimated resources.	Yes	Condition corrected in current audit period.





**Mary Taylor, CPA**  
Auditor of State

**CITY OF ST. BERNARD**

**HAMILTON 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  
SEPTEMBER 22, 2009**