Basic Financial Statements - Cash Basis

December 31, 2008

(with Independent Auditors' Report)



# Mary Taylor, CPA Auditor of State

Village Council Village of Yellow Springs 100 Dayton Street Yellow Springs, Ohio 45387

We have reviewed the *Independent Auditors' Report* of the Village of Yellow Springs, Greene County, prepared by Clark, Schaefer, Hackett & Co., 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 Village of Yellow Springs is responsible for compliance with these laws and regulations.

Mary Taylor, CPA Auditor of State

Mary Saylor

June 18, 2009



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#### INDEPENDENT AUDITORS' REPORT

Village Council Village of Yellow Springs, Ohio 100 Dayton Street Yellow Springs, Ohio 45387

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the Village of Yellow Springs, Ohio (the Village) as of and for the year ended December 31, 2008, which collectively comprise the Village's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Village'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.

As discussed in Note 2, the accompanying financial statements and notes follow the cash accounting basis. This is a comprehensive accounting basis other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of the Village of Yellow Springs, Ohio, as of December 31, 2008, and the respective changes in cash basis financial position, thereof and the budgetary comparisons for the General Fund, the Street Construction and Repair Fund and the Parks and Recreation Fund for the year then ended in conformity with the accounting basis Note 2 describes.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 11, 2009, on our consideration of the Village'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 on compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

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www.cshco.com p. 937.399.2000 f. 937.399.5433 The Management's Discussion and Analysis on pages 3 through 8 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 inquires 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.

Clark, Schufer, Hackett & Co.

Springfield, Ohio June 11, 2009

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2008 (Unaudited)

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

Key financial highlights for the year ended December 31, 2008 are as follows:

- ➤ Total net cash assets increased \$930,091 during 2008; this increase consisted of an increase in Governmental Activities net cash assets of \$578,095 and an increase in the net cash assets of the Business-type Activities of \$351,996.
- > Total cash receipts for 2008 (\$8.2 million) were \$365,222 or 4.3 percent lower than those received in 2007. Total cash disbursements were \$404,620 lower (5.3 percent) as compared with the previous year.
- ➤ Total Governmental Activities cash receipts for 2008 were \$3,835,451 with \$529,709 being classified as program cash receipts and the remaining \$3,305,742 reported as general receipts and transfers. Total program cash disbursements were \$3,257,356 for the same period.
- ➤ Total Business-Type Activities program cash receipts for 2008 were \$4,349,466 as compared with program cash disbursements of \$3,997,470.

#### **Using this Basic Financial Report**

This annual report is presented in a format consistent with the presentation requirements of the Governmental Accounting Standards Board (GASB) Statement No. 34, as applicable to the Village's cash basis of accounting.

The Statement of Net Assets and Statement of Activities provide information about the activities of the Village as a whole, presenting an aggregate view of the Village's cash basis finances. Fund financial statements provide a more detailed presentation of the Village's cash basis finances. The fund financial statements presents the Village's most significant funds (major funds) separate from the less significant funds (non-major funds) for both governmental and proprietary funds. Non-major funds of the Village are presented in one total column. In the case of the Village of Yellow Springs, the major government funds are the General, the Street Construction and Repair Fund, and the Parks and Recreation Fund while the Electric, Water, Sewer, and Solid Waste Funds are classified as major enterprise funds.

# Reporting the Village as a Whole

Statement of Net Assets and the Statements of Activities

While this document contains the large number of funds used by the Village to provide programs and activities, the view of the Village as a whole looks at all cash basis financial transactions and asks the question, "How did we do financially during 2008?" The Statement of Net Assets and the Statement of Activities report information about the Village as a whole and about its activities in a way that helps answer this question. These statements include only net assets using the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. This basis of accounting takes into account only the current year's receipts and disbursements if the cash is actually received or paid.

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2008 (Unaudited)

These two statements report the Village's net assets and changes in those assets. This change in net assets is important because it tells the reader whether, for the Village as a whole, the cash basis financial position of the Village has improved or diminished. The causes of this change may be the result of many factors, some financial, some not. Non-financial factors include the Village's tax base, current property tax laws in Ohio restricting revenue growth, the condition of the Village's facility and infrastructure, and other factors.

As a result of the use of the cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and liabilities and their related expenses (such as accounts payable and expenses for goods and services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the cash basis of accounting.

In the Statement of Net Assets and the Statement of Activities, the Village is divided into two distinct kinds of activities:

Governmental Activities – These activities are those that are principally supported by taxes and intergovernmental revenues and include police protection, recreation and parks, community environment, street repair and maintenance, and general government.

Business-Type Activities – These activities are those that where the user fees charged for these services are based upon the amount of usage and the intent is to recoup operational costs through the user fees. The Village currently has four business-type activities; electric, water, sewer and solid waste.

#### Reporting the Village's Most Significant Funds

#### Fund Financial Statements

Fund financial reports provide detailed information about each major fund. The major funds of the Village include the General, Street Construction and Repair, Parks and Recreation, Electric, Water, Sewer and Solid Waste funds. The Village uses many funds to account for a multitude of financial transactions. However, the focus of the fund financial statements is on the Village's most significant funds, and therefore only the major funds are presented in separate columns. All other funds are combined into one column for reporting purposes.

#### Governmental Funds

Most of the Village's activities are reported in governmental funds, which are essentially the same functions reported as governmental activities in the government-wide financial statements. The Village's major governmental funds are the General, the Street Construction and Repair and the Parks and Recreation Funds. The financial information of the other governmental funds is aggregated and reported in the non-major governmental funds column in the fund financial statements.

#### **Proprietary Funds**

When the Village charges citizens for the services it provides, with the intent of recouping operating costs, these services are generally reported in proprietary funds. The Village has four distinct operations which are classified as enterprise funds; Electric Distribution, Water Treatment and Distribution, Sewage Collection and Treatment, and Solid Waste Collection and Disposal. Each of these operations is reported as major funds in the fund financial statements.

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2008 (Unaudited)

#### Fiduciary Funds

The financial activity of custodial funds, for which the Village acts as the fiscal agent, is reported separately in the statement assets and liabilities. This financial activity is excluded from the Village's other financial statements because the Village cannot use these assets to finance its operations. The Village is responsible for ensuring the assets reported in these funds are used for their intended purposes. The Village of Yellow Springs has four agency funds, including the payroll clearing, petty cash, mandatory deposits and Mayor's Court funds.

#### **Government-Wide Financial Analysis**

As noted earlier, net cash assets may serve over time as a useful indicator of a government's financial position. Table 1 provides a summary of the Village's net assets for 2008 as compared with those for 2007:

TABLE 1
NET CASH ASSETS

	Governmental Activities			ss-Type vities	Total		
	2008	2007	2008	2007	2008	2007	
Assets:							
Cash and Cash Equivalents	\$ 2,799,268	\$ 2,221,173	\$ 3,293,098	\$ 2,941,102	\$ 6,092,366	\$ 5,162,275	
Total Assets	2,799,268	2,221,173	3,293,098	2,941,102	6,092,366	5,162,275	
Net Cash Assets:							
Restricted	881,065	593,486	-	-	881,065	593,486	
Unrestricted	1,918,203	1,627,687	3,293,098	2,941,102	5,211,301	4,568,789	
Total Net Cash Assets	\$ 2,799,268	\$ 2,221,173	\$ 3,293,098	\$ 2,941,102	\$ 6,092,366	\$ 5,162,275	

During 2008 the total net cash assets of the Village increased by \$930,091; consisting of an increase in Governmental Activities net cash assets of \$578,095 and an increase in the net cash assets of the Business-Type Activities of \$351,996. The primary reasons for the change in the Village's net cash assets will be discussed after Table 2.

The increase in the restricted net cash assets reported in the Governmental Activities (\$881,065 at December 31, 2008 as compared with \$593,486 reported at December 31, 2007) was due to the higher cash balances remaining in the Street Construction and Repair and State Highway Funds at the end of 2008 than at the end of 2007 due to fewer street repair and maintenance expenditures for the year. Higher cash balances were also reported in the Green Belt Grant fund at December 31, 2008 compared with one year prior. These net cash assets are reported as restricted since there are limitations placed on how these cash assets may be spent.

Unrestricted net cash assets represent funds which may be allocated in any manner the governing body of the Village determines appropriate, provided they are allocated for purposes permitted by law. The unrestricted net cash assets of the Governmental Activities increased by \$290,516 during 2008 while the unrestricted net cash assets of the Business-type Activities increased by \$351,996; resulting in a increase of \$642,512 in the total unrestricted net cash assets reported at December 31, 2008 compared with the prior year.

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2008 (Unaudited)

Table 2 shows the changes in Cash Net Assets for 2008 compared with 2007.

TABLE 2 CHANGES IN NET CASH ASSETS

		nmental vities		ss-Type vities	Total		
	2008	2007	2008	2007	2008	2007	
Cash Receipts						·	
Program Cash Receipts							
Charges for Services and Sales	\$ 348,027	\$ 232,620	\$ 4,381,730	\$ 4,409,855	\$ 4,729,757	\$ 4,642,475	
Operating Grants and Contributions	181,682	168,092	-	-	181,682	168,092	
Capital Grants and Contributions	-	367,176	-	-	-	367,176	
General Cash Receipts							
Property Taxes	1,034,934	1,067,319	-	-	1,034,934	1,067,319	
Municipal Income Taxes	1,414,802	1,347,011	-	-	1,414,802	1,347,011	
Grants and Entitlements	656,656	697,385	-	-	656,656	697,385	
Interest	93,368	182,107	-	-	93,368	182,107	
Miscellaneous	73,718	78,574	-	-	73,718	78,574	
Transfers In (Out)	32,264	31,863	(32,264)	(31,863)			
Total Cash Receipts and Transfers	3,835,451	4,172,147	4,349,466	4,377,992	8,184,917	8,550,139	
Cash Disbursements							
Program Cash Disbursements							
General Government	468,031	461,368	-	-	468,031	461,368	
Security of Persons and Property	1,355,839	1,026,265	-	-	1,355,839	1,026,265	
Public Health Services	11,293	11,595	-	-	11,293	11,595	
Leisure Time Activities	369,778	268,804	-	-	369,778	268,804	
Community Environment	114,982	168,853	-	-	114,982	168,853	
Transportation	808,378	1,393,993	-	-	808,378	1,393,993	
Debt Service	129,055	137,256	-	-	129,055	137,256	
Electric	-	-	2,659,773	2,670,517	2,659,773	2,670,517	
Water	-	-	549,505	634,055	549,505	634,055	
Sewer	-	-	572,349	687,189	572,349	687,189	
Solid Waste			215,843	199,604	215,843	199,604	
Total Cash Disbursements	3,257,356	3,468,134	3,997,470	4,191,365	7,254,826	7,659,499	
Change in Net Cash Assets	578,095	704,013	351,996	186,627	930,091	890,640	
Net Cash Assets, Beginning of Year	2,221,173	1,517,160	2,941,102	2,754,475	5,162,275	4,271,635	
Net Cash Assets, End of Year	\$ 2,799,268	\$ 2,221,173	\$ 3,293,098	\$ 2,941,102	\$ 6,092,366	\$ 5,162,275	

As displayed in Table 2, total cash net assets of the Village as a whole, increased by \$930,091 during 2008 compared with the \$890,640 increase reported for 2007. The governmental activities reported an increase in net cash assets of \$578,095 and the business type activities reported an increase of \$351,996.

Significant factors affecting the change in net cash assets during 2008 include:

• In 2008, cash disbursements of governmental activities decreased by \$210,778 and business type decreased by \$193,895 over those reported for 2007.

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2008 (Unaudited)

- Lower interest rates resulted in investment earnings decreasing by just over \$88,739 compared with those reported in the prior year.
- During 2007 the Village received two capital grants totaling \$367,176 to assist in roadway construction projects, which were primarily finished in 2007 and therefore the Village did not receive any funds for those two grants in fiscal year 2008.

#### Governmental Activities

Table 3 shows the percentage of total expenditures each functional area comprises, the net expenditures of each functional area and the percentage of the functional area expenditures that are financed with general cash receipts.

TABLE 3
ANALYSIS OF PROGRAM EXPENDITURES OF
GOVERNMENTAL ACTIVITIES

	Percentage of Total Program Expenditures	Expenditures of Function	Percentage of Function Financed with General Cash Receipts
General Government	14.37%	\$ 347,192	74.18%
Security of Person & Property	41.62%	1,236,507	91.20%
Public Health Services	0.35%	6,983	61.83%
Leisure Time Activities	11.35%	263,720	100.00%
Community Environment	3.53%	107,586	93.57%
Transportation	24.82%	636,604	78.75%
Debt Service	<u>3.96%</u>	 129,055	100.00%
Total	100.00%	\$ 2,727,647	83.74%

As indicated by Table 3, expenditures associated with security of person and property account for 41.62 percent of the total expenditures of the governmental activities and 91.20 percent of these expenditures are financed with general revenue of the Village. Of the \$468,031 general government expenditures, program revenue covers 25.82 percent with the remaining 74.18 percent being provided by general cash receipts. Expenditures associated with the repair and maintenance of the Village streets (transportation function) accounted for 24.82 percent of the Village's 2008 governmental activities or \$808,378. In 2007 transportation expenditures totaled \$1.4 million. The significant decrease (\$585,000) resulted as the Village completed two major road projects during 2007 which were funded primarily through capital grants. The projects in 2008 were more the normal repair and maintenance projects which are mainly funded through specific shared taxes and general receipts.

#### **Business-Type Activities**

Overall, the Village's business-type activities had program receipts of \$4.4 million in 2008 with total expenditures of approximately \$4.0 million compared with \$4.4 million and \$4.2 million in 2007, respectively. Overall the cash receipts were consistent from the prior year within all business-type activities. Expenditures were slightly less in 2008 as personnel costs decreased due to retirements and the decision not to replace the individual that retired.

MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2008 (Unaudited)

#### The Village's Funds

More detailed information about the Village's funds begins after the Statement of Activities. The General Fund, the operating fund of the Village, reported cash receipts of \$3,370,241 and cash disbursements of \$1,708,061 during 2008. After transfers, the General Fund had an increase in net cash assets of \$141,563. Overall, governmental funds ended 2008 with net cash assets totaling \$2,799,268.

#### **General Fund Budgeting Highlights**

The budget of the Village is adopted by the Council at the personal services and other categories within each department of each fund. During 2008, the Village amended its budgeted expenditures four times. Total cash receipts were \$307,540 higher than the final budget amounts and cash expenditures were \$294,592 less than final budget amounts. On a budgetary basis, the General Fund ended 2008 with an unencumbered cash fund balance of \$1,648,156. Expenditures (including transfers) were \$442,436 less than original budget amounts due to management's on-going efforts to minimize discretionary spending within the General Fund.

#### **Capital Assets**

The Village does not record capital assets in the accompanying basic financial statements, but records payments for capital assets as disbursements.

#### **Debt Administration**

Under the cash basis of accounting the Village does not report debt obligations, either long-term or short-term, in the accompanying cash basis financial statements. However, in order to provide information to the readers of this report, we are providing the following detailed information about the Village's debt obligations. At December 31, 2008, the Village had \$830,000 in General Obligation Bonds and \$208,978 of Ohio Water Development Authority (OWDA) Loans outstanding. In addition, during 2008, the Village paid off the \$175,000 Bond Anticipation Note (BAN) which was originally issued to pay the Village's share of the OMEGA JV2, an electric joint venture. Additional information regarding the Village's debt obligations can be found in Notes 9 and 10 to the basic financial statements.

#### For the Future

Additional property tax revenue generated by the levy passed by voters in November 2006 has assisted in stabilizing the financial condition of the General Fund. However, the Yellow Springs campus of Antioch College closed in the summer of 2008. Antioch College is a significant employer and user of Village utilities. Management is currently reviewing the financial impact this closing will have on the Village; however, the total economic impact on the Village has yet to be realized.

#### Contacting the Village's Finance Department

This financial report is designed to provide our citizens, taxpayers, investors and creditors with a general overview of the Village's finances and to show the Village's accountability for the money it receives. If you have questions about this report or need additional financial information contact the Finance Department at Village of Yellow Springs, Greene County, 100 Dayton Street, Yellow Springs, Ohio 45387 or call (937) 767-7204.

Statement of Net Assets - Cash Basis As of December 31, 2008

	Governmental Activities			siness - Type Activities	Total		
Assets Equity in Pooled Cosh and Cosh Equivalents	\$	2 700 269	\$	3,293,098	\$	6 002 266	
Equity in Pooled Cash and Cash Equivalents	<u> </u>	2,799,268	<b>D</b>	3,293,098	Þ	6,092,366	
Total Assets	\$	2,799,268	\$	3,293,098	\$	6,092,366	
Net Cash Assets							
Restricted for:							
Debt Service	\$	1	\$	-	\$	1	
Transportation Projects		449,833		-		449,833	
Grant Programs		160,098		-		160,098	
Capital Projects		131,316		-		131,316	
Other Purposes		139,817		-		139,817	
Unrestricted		1,918,203		3,293,098		5,211,301	
Total Net Cash Assets	\$	2,799,268	\$	3,293,098	\$	6,092,366	

Statement of Activities - Cash Basis For the Year Ended December 31, 2008

		Program Ca	ash Re	ceipts	Net (Disbursements) Receipts and Changes in Net Assets			
	Cash Disbursements	Charges for Services and Sales	Gı	perating rants and atributions	Governmental Activities	Business-Type Activities	Total	
<b>Governmental Activities</b>								
Current:								
General Government	\$ 468,031	\$ 120,561	\$	278	\$ (347,192)	\$ -	\$ (347,192)	
Security of Persons and Property	1,355,839	119,332		-	(1,236,507)	-	(1,236,507)	
Public Health Services	11,293	-		4,310	(6,983)	-	(6,983)	
Leisure Time Activties	369,778	100,738		5,320	(263,720)	-	(263,720)	
Community Environment	114,982	7,396		-	(107,586)	-	(107,586)	
Transportation	808,378	-		171,774	(636,604)	-	(636,604)	
Debt Service:	05.000				(07,000)		(05,000)	
Principal Payments	85,000	-		-	(85,000)	-	(85,000)	
Interest and Fiscal Charges	44,055				(44,055)		(44,055)	
Total Governmental Activities	3,257,356	348,027		181,682	(2,727,647)		(2,727,647)	
<b>Business Type Activities</b>								
Electric	2,659,773	2,863,307		_	-	203,534	203,534	
Water	549,505	537,315		-	-	(12,190)	(12,190)	
Sewer	572,349	773,082		-	-	200,733	200,733	
Solid Waste	215,843	208,026				(7,817)	(7,817)	
Total Business Type Activities	3,997,470	4,381,730				384,260	384,260	
Total	\$ 7,254,826	\$ 4,729,757	\$	181,682	(2,727,647)	384,260	(2,343,387)	
	General Receipt							
	Property Taxes L							
	General Purpos				1,009,602		1,009,602	
	Police Pension				25,332	-	25,332	
	Municipal Incom	e Taxes ements not Restric	J		1,414,802	-	1,414,802	
	to Specific Prog		cied		656,656		656.656	
	Interest	grams			93,368	-	93,368	
	Miscellaneous				73,718	-	73,718	
	Total General Re	ceipts			3,273,478	-	3,273,478	
	Transfers				32,264	(32,264)		
	Total General Re	ceipts and Transfe	ers		3,305,742	(32,264)	3,273,478	
	Change in Net Co	ash Assets			578,095	351,996	930,091	
	Net Cash Assets I	Beginning of Year			2,221,173	2,941,102	5,162,275	
	Net Cash Assets I	End of Year			\$ 2,799,268	\$ 3,293,098	\$ 6,092,366	

Statement of Cash Basis Assets and Fund Balances Governmental Funds As of December 31, 2008

	General	Street struction and epair Fund	arks and reation Fund	Go	Other vernmental Funds	Go	Total overnmental Funds
Assets							
Equity in Pooled Cash and Cash Equivalents	\$ 1,679,339	\$ 347,338	\$ 215,725	\$	556,866	\$	2,799,268
Total Assets	\$ 1,679,339	\$ 347,338	\$ 215,725	\$	556,866	\$	2,799,268
Fund Balances Reserved: Reserved for Encumbrances	\$ 31,183	\$ 2,391	\$ 40,421	\$	144,711	\$	218,706
Unreserved: Undesignated, Reported in:							
General Fund	1,648,156	-	-		-		1,648,156
Special Revenue Funds	-	344,947	175,304		403,346		923,597
Debt Service Fund	-	-	-		1		1
Capital Projects Funds	<u>-</u> _	 =_			8,808		8,808
Total Fund Balances	\$ 1,679,339	\$ 347,338	\$ 215,725	\$	556,866	\$	2,799,268

Statement of Cash Receipts, Disbursements and Changes in Cash Basis Fund Balances Governmental Funds

For the Year Ended December 31, 2008

	General	Street Construction and Repair Fund	Parks and Recreation Fund	Other Governmental Funds	Total Governmental Funds
Receipts	¢ 1.414.902	¢	¢.	¢.	¢ 1.414.902
Municipal Income Taxes	\$ 1,414,802	\$ -	\$ -	\$ -	\$ 1,414,802
Property and Other Local Taxes	1,009,602	-	- (0.142	25,332	1,034,934
Charges for Services	76.010	-	60,142	124.560	60,142
Fines, Licenses and Permits	76,019	120 294	-	124,569	200,588
Intergovernmental	656,243	130,384	-	55,088	841,715
Interest Partal Passints	85,621	6,322	-	1,425	93,368
Rental Receipts	40,596	-	-		40,596
Cable Franchise	39,306	-	12.065	-	39,306
Donations	3,350	-	13,065	4,580	20,995
Miscellaneous	44,702	4,183	460	7,396	56,741
Total Receipts	3,370,241	140,889	73,667	218,390	3,803,187
Disbursements					
Current:					
General Government	454,115	-	-	13,916	468,031
Security of Persons and Property	1,088,953	-	-	224,526	1,313,479
Public Health Services	9,514	-	-	1,779	11,293
Leisure Time Activities	-	-	65,294	-	65,294
Community Environment	113,119	-	-	1,863	114,982
Transportation	-	306,501	-	224	306,725
Capital Outlay	42,360	451,798	304,484	49,855	848,497
Debt Service:					
Principal Retirement	-	-	-	85,000	85,000
Interest and Fiscal Charges				44,055	44,055
Total Disbursements	1,708,061	758,299	369,778	421,218	3,257,356
Excess of Receipts Over (Under) Disbursements	1,662,180	(617,410)	(296,111)	(202,828)	545,831
Other Financing Sources (Uses)					
Transfers In	-	749,000	470,321	381,956	1,601,277
Transfers Out	(1,520,617)		(48,396)		(1,569,013)
Total Other Financing Sources (Uses)	(1,520,617)	749,000	421,925	381,956	32,264
Net Change in Fund Balances	141,563	131,590	125,814	179,128	578,095
Fund Balances Beginning of Year	1,537,776	215,748	89,911	377,738	2,221,173
Fund Balances End of Year	\$ 1,679,339	\$ 347,338	\$ 215,725	\$ 556,866	\$ 2,799,268

Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balance (Budgetary Basis) General Fund For the Year Ended December 31, 2008

	Budgeted	Amounts		Variance
	Original	Final	Actual	with Final Budget
Receipts:				
Municipal Income Taxes	\$ 1,271,380	\$ 1,285,699	\$ 1,414,802	\$ 129,103
Property and Other Taxes	907,256	917,474	1,009,602	92,128
Intergovernmental	589,718	596,360	656,243	59,883
Fines, Licenses and Permits	68,313	69,082	76,019	6,937
Interest	76,941	77,808	85,621	7,813
Other	114,983	116,278	127,954	11,676
Total Receipts	3,028,591	3,062,701	3,370,241	307,540
Disbursements:				
Current:				
General Government	535,191	553,083	485,298	67,785
Security of Persons and Property	1,243,017	1,285,917	1,088,953	196,964
Public Health Services	10,860	11,235	9,514	1,721
Community Environment	129,123	133,579	113,119	20,460
Capital Outlay	48,353	50,022	42,360	7,662
Total Disbursements	1,966,544	2,033,836	1,739,244	294,592
Excess of Receipts Over(Under)				
Disbursements	1,062,047	1,028,865	1,630,997	602,132
Other Financing (Uses):				
Transfers Out	(1,735,753)	(1,795,658)	(1,520,617)	275,041
Total Other Financing Sources (Uses)	(1,735,753)	(1,795,658)	(1,520,617)	275,041
Net Change in Fund Balance	(673,706)	(766,793)	110,380	877,173
Fund Balance at Beginning of Year	1,521,008	1,521,008	1,521,008	-
Prior Year Encumbrances Appropriated	16,768	16,768	16,768	
Fund Balance at End of Year	\$ 864,070	\$ 770,983	\$ 1,648,156	\$ 877,173

Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balance (Budgetary Basis) Street Construction and Repair Fund For the Year Ended December 31, 2008

	Budgeted	d Amounts		Variance with Final	
	Original	Final	Actual	Budget	
Receipts:					
Intergovernmental	\$ 181,231	\$ 181,231	\$ 130,384	\$ (50,847)	
Interest	8,787	8,787	6,322	(2,465)	
Other	5,814	5,814	4,183	(1,631)	
Total Receipts	195,832	195,832	140,889	(54,943)	
Disbursements:					
Current:					
Transportation	517,027	383,401	308,892	74,509	
Capital Outlay	747,499	550,528	451,798	98,730	
Total Disbursements	1,264,526	933,929	760,690	173,239	
Excess of Receipts Over(Under)					
Disbursements	(1,068,694)	(738,097)	(619,801)	118,296	
Other Financing Sources (Uses):					
Transfers In	1,041,092	1,041,092	749,000	(292,092)	
Total Other Financing Sources (Uses)	1,041,092	1,041,092	749,000	(292,092)	
Net Change in Fund Balance	(27,602)	302,995	129,199	(173,796)	
Fund Balance at Beginning of Year	205,826	205,826	205,826	-	
Prior Year Encumbrances Appropriated	9,922	9,922	9,922		
Fund Balance at End of Year	\$ 188,146	\$ 518,743	\$ 344,947	\$ (173,796)	

Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balance (Budgetary Basis) Parks and Recreation Fund For the Year Ended December 31, 2008

	Budgeted Amounts						Variance with Final		
	C	Original	Final		Actual		Budget		
Receipts:		8							
Charges for Services	\$	53,850	\$	58,991	\$	60,142	\$	1,151	
Other		12,090		13,245		13,525		280	
Total Receipts		65,940		72,236	-	73,667	-	1,431	
Disbursements:									
Current:									
Leisure Time Activities		76,262		83,910		105,715		(21,805)	
Capital Outlay		339,578		375,243		304,484		70,759	
Total Disbursements		415,840		459,153		410,199		48,954	
Excess of Receipts Over(Under)									
Disbursements		(349,900)		(386,917)		(336,532)		50,385	
Other Financing Sources (Uses):									
Operating Transfers-Out		(53,974)		(59,643)		(48,396)		11,247	
Transfers In		420,431		460,573		470,321		9,748	
Total Other Financing Sources (Uses)		366,457		400,930		421,925		20,995	
Net Change in Fund Balance		16,557		14,013		85,393		71,380	
Fund Balance at Beginning of Year		86,469		86,469		86,469		-	
Prior Year Encumbrances Appropriated		3,442		3,442		3,442			
Fund Balance at End of Year	\$	106,468	\$	103,924	\$	175,304	\$	71,380	

Statement of Fund Net Assets - Cash Basis Proprietary Funds As of December 31, 2008

		Business-Type Activities						
	Electric Fund	Water Fund	Sewer Fund	Solid Waste Fund	Total Enterprise Funds			
Assets Equity in Pooled Cash and Cash Equivalents Total Assets	\$ 2,378,875 \$ 2,378,875	\$ 323,168 \$ 323,168	\$ 477,607 \$ 477,607	\$ 113,448 \$ 113,448	\$ 3,293,098 \$ 3,293,098			
Net Cash Assets Unrestricted	\$ 2,378,875	\$ 323,168	\$ 477,607	\$ 113,448	\$ 3,293,098			

Statement of Cash Receipts,
Disbursements and Changes in Fund Net Assets - Cash Basis
Proprietary Funds
For the Year Ended December 31, 2008

	Electric Fund	Water Fund	Sewer Fund	Solid Waste Fund	Total Enterprise Funds
Operating Receipts					
Charges for Services	\$ 2,776,419	\$ 525,880	\$ 764,542	\$ 207,762	\$ 4,274,603
Other Operating Receipts	86,888	11,435	8,540	264	107,127
Total Operating Receipts	2,863,307	537,315	773,082	208,026	4,381,730
Operating Disbursements					
Personal Services	335,359	326,169	271,534	9,560	942,622
Contractual Services	1,902,184	98,371	216,198	206,266	2,423,019
Materials and Supplies	28,243	31,657	23,905	-	83,805
Travel and Training	3,179	293	1,954	-	5,426
Capital Outlay	67,587	71,146	20,477	-	159,210
Total Operating Disbursements	2,336,552	527,636	534,068	215,826	3,614,082
Operating Income (Loss)	526,755	9,679	239,014	(7,800)	767,648
Non-Operating Receipts (Disbursements)					
Proceeds from Sale of Capital Assets	-	-	-	-	-
Other Non-Operating Cash Disbursements	(141,153)	(363)	(13,764)	(17)	(155,297)
Debt Service:	-				
Principal Payments	(175,000)	(14,139)	(18,258)	-	(207,397)
Interest Payments	(7,068)	(7,367)	(6,259)	-	(20,694)
Income (Loss) before Transfers	203,534	(12,190)	200,733	(7,817)	384,260
Transfers Out	(32,264)				(32,264)
Change in Net Cash Assets	171,270	(12,190)	200,733	(7,817)	351,996
Net Cash Assets Beginning of Year	2,207,605	335,358	276,874	121,265	2,941,102
Net Cash Assets End of Year	\$ 2,378,875	\$ 323,168	\$ 477,607	\$ 113,448	\$ 3,293,098

Statement of Fiduciary Net Assets - Cash Basis As of December 31, 2008

		Agency Funds		
Assets Equity in Pooled Cash and Cash Equivalents	_\$	59,301		
Total Assets	\$	59,301		
Net Cash Assets	\$	59,301		

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

#### NOTE 1- DESCRIPTION OF THE VILLAGE AND REPORTING ENTITY:

The Village of Yellow Springs, Greene County, (the "Village") is a political body incorporated in 1856. The Village adopted a home rule municipal charter in 1950 for the purpose of exercising the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Village operates under a council-manager form of the government. The Village is directed by a publicly-elected five-member Council. The council appoints the Village Administrator who is the chief executive officer and the head of the administrative agencies of the Village. The Village Administrator appoints all department heads and employees.

#### **Reporting Entity**

The reporting entity is comprised of the primary government, component units and other organizations that are included to ensure that the financial statements of the Village are not misleading.

The primary government consists of all funds and departments which provide various services including public safety, public services, health and recreation and development; fire and emergency services are provided by Miami Township Fire Department. Council and the Village Administrator are directly responsible for these activities. The Village's management believes these financial statements present all activities for which the Village is financially accountable.

Component units are legally separate organizations for which the Village is financially accountable. The Village is financially accountable for an organization if the Village appoints a voting majority of the organization's governing body and (1) the Village is able to significantly influence the programs or services performed or provided by the organization; or (2) the Village is legally entitled to or can otherwise access the organization's resources; the Village is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the Village is obligated for the debt of the organization. Component units may also include organizations for which the Village approves the budget, the issuance of debt or the levying of taxes. There are no component units included as part of this report.

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

#### **Fund Accounting**

The Village uses fund accounting to report on 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 Village functions or activities. The operation of each fund is accounted for within a separate set of self-balancing set of accounts.

#### Governmental Funds

Governmental funds are those through which most governmental functions typically are financed. Governmental funds reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Cash disbursements are assigned to the fund from which they are paid. The difference between governmental fund assets and cash disbursements is reported as fund balance. The following are the Village's major governmental funds:

# NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

<u>General Fund</u> - This fund is the operating fund of the Village and is used to account for all financial resources except those required to be accounted for in another fund. The general fund balance is available to the Village for any purpose provided it is expended or transferred according to the general laws of Ohio and the Charter of the Village.

<u>Street Construction and Repair Fund</u> – This fund receives gasoline tax and motor vehicle tax money for constructing, maintaining and repairing Village streets.

<u>Parks and Recreation Fund</u> – This fund receives swimming pool and rental income that is primarily used for constructing, maintaining and repairing Village parks and recreation facilities including the swimming pool.

The other governmental funds of the Village account for grants and other resources, debt service, and capital projects, whose use is restricted to a particular purpose.

#### **Proprietary Funds**

The proprietary funds are used to account for the Village's ongoing activities that are similar to those found in the private sector. The only proprietary funds reported by the Village are enterprise funds. The following are the Village's major enterprise funds:

<u>Water Fund</u> – This fund receives charges for services from residents to cover the cost of treating and distributing water throughout the Village.

<u>Sewer Fund</u> – This fund receives charges for services from residents to cover the cost of collecting, treatment, and distribution of sewage throughout the Village.

<u>Electric Fund</u> – This fund receives charges for services from residents to cover the cost of distributing electricity throughout the Village.

<u>Solid Waste Fund</u> – This fund receives charges for services from residents to cover the cost of collecting solid waste throughout the Village.

#### Fiduciary Funds

Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private purpose trust funds, and agency funds. The Village's only fiduciary funds are agency funds which are used to account for resources collected for a payroll clearing account, mayor's court and guaranteed deposits. In accordance with GASB 34, fiduciary funds are not included in the government-wide statements.

#### **Basis of Presentation**

The Village prepares its financial statements in accordance with the provisions of GASB 34 for financial reporting on a cash basis, which is a basis of accounting other than accounting principles generally accepted in the United States of America and GASB 38, for certain financial statement note disclosures. The Village's basic financial statements consist of government-wide statements, including a statement of net cash assets and a statement of activities, and fund financial statements that provide a more detailed level of financial information.

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

#### Government-wide Financial Statements

The statement of net assets and the statement of activities display information about the Village as a whole. These statements include the financial activities of the primary government, except for fiduciary funds.

The statement of net assets-cash basis presents the cash basis financial condition of governmental activities of the Village at year-end. The statement of activities-cash basis presents a comparison between direct cash disbursements and program cash receipts for each program or function of the Village's governmental and business-type activities. Direct cash disbursements are those that are specifically associated with a service, program or department and therefore clearly identifiable to a particular function or segment. Program cash receipts 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. Cash receipts which are not classified as program cash receipts are presented as general cash receipts of the Village. The comparison of direct cash disbursements with program cash receipts identifies the extent to which each business segment or governmental function is self-financing or draws from the general cash receipts of the Village.

#### **Fund Financial Statements**

During the year, the Village segregates transactions related to certain Village functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Village at this more detailed level. The focus of fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. Non-major funds are aggregated and presented in a single column.

#### **Basis of Accounting**

The Village chooses to prepare its financial statements and notes on the cash basis of accounting, which is a basis of accounting other than generally accepted accounting principles. This basis of accounting is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred. Budgetary presentations report budgetary disbursements when a commitment is made (i.e., when an encumbrance is approved). These statements include adequate disclosure of material matters, in accordance with the basis of accounting described above.

As a result of the use of the cash basis of accounting, certain assets and their related revenues (such as accounts receivables and revenue for billed or provided services not yet collected) and liabilities and their related expenses (such as accounts payable and expenses for goods and services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements. Therefore, when reviewing the financial information and discussion within this report, the reader should keep in mind the limitations resulting from the use of the cash basis of accounting.

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

### Cash Receipts - Exchange and Non-exchange Transactions

Cash receipts resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the cash basis when the exchange takes place. On a cash basis, receipts are recorded in the year in which the resources are received. Non-exchange transactions, in which the Village receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On a cash basis, receipts from property taxes are recognized in the year in which the taxes are received. Receipts from grants, entitlements and donations are recognized in the year in which the monies have been received.

#### **Cash Disbursements**

On the cash basis of accounting, disbursements are recognized at the time payments are made.

#### **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 appropriations ordinance are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds, other than agency funds, are legally required to be budgeted and appropriated.

#### Tax Budget

A tax budget of estimated revenues and expenditures for all budgeted funds 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.

#### **Estimated Resources**

The County Budget Commission determines if the budget substantiates a need to levy all or part of previously authorized taxes and revises estimated revenues. The commission certifies its actions to the Village by September 1. As part of this certification, the Village receives the official certificate of estimated resources, which states the projected revenue of each fund. Prior to December 31, the Village must revise its budget so that the total contemplated expenditures from any fund during the ensuing fiscal year will not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation ordinance. On or about January 1, the certificate of estimated resources is amended to include unencumbered fund balances at December 31 of the preceding year. The certificate may be further amended during the year if the fiscal officer determines that the revenue collected is greater or less than the current estimates. The amounts reported on the budgetary statements reflect the amounts in the final amended official certificate of estimated resources issued during 2008.

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

#### **Appropriations**

A temporary appropriation measure to control expenditures may be passed on or about January 1 of each year for the period from January 1 to March 31. The annual appropriation ordinance must be passed by April 1 of each year for the period January 1 to December 31. The appropriation ordinance controls the spending authority at the personal services and other categories within each department of each fund. The appropriation ordinance may be amended during the year as new information becomes available, provided that total fund appropriations do not exceed current estimated resources, as certified.

Appropriations alterations which would change the total appropriations for either the personal services or other expenditure categories within each department of each fund must be approved through an ordinance of Council. During the year supplemental appropriation measures were legally passed. The budget figures which appear in the statements of budgetary comparisons represent the final appropriation amounts, including all amendments and modifications.

#### **Encumbrances**

The Village is required to use the encumbrance method of accounting by virtue of Ohio law. Under this system, purchase orders, contracts, and other commitments for the disbursement of funds are recorded in order to reserve a portion of the applicable appropriation. At the close of the 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 succeeding fiscal year and need not be reappropriated.

#### **Cash and Cash Equivalents and Investments**

Cash and cash equivalents consist of the total of fund cash balances from all funds as of December 31, 2008. To improve cash management, cash received by the Village is pooled. Monies from all funds, including proprietary funds, are maintained in this pool. Village funds are maintained in several checking accounts as well as invested in the State Treasury Assets Reserves of Ohio (STAR Ohio). Individual fund balance integrity is maintained through the Village's records. Balances of all funds are maintained in these accounts or are temporarily invested in STAR Ohio. All interest receipts are reported in the General Fund unless required by State law or local ordinance. In 2008 interest receipts for the General and Street Construction and Repair funds totaled \$85,621 and \$6,322 respectively, while interest posted to other funds within the village totaled \$1,425.

STAR Ohio is an investment pool managed by the State Treasurer's Office, which allows governments within the state to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on December 31, 2008.

#### **Capital Assets and Depreciation**

Capital assets acquired or constructed are recorded as disbursements at the time of acquisition. However, under the cash basis of accounting, capital assets and the related depreciation are not reported separately on the financial statements.

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

#### **Compensated Absences**

Vacation and sick leave benefits are not accrued under the cash basis of accounting as previously described. All leave will either be absorbed by time off from work, or within certain limitations, be paid to the employees.

#### **Long-Term Obligations**

In general, bonds, long-term loans, and capital leases are recorded as cash disbursements in the financial statements when paid.

#### **Net Cash Assets**

Net cash assets represent the difference between assets and liabilities. Net cash assets consist of cash receipts reduced by cash disbursements for the current year. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Village or through external restrictions imposed by creditors, grantors or laws, or regulations of other governments. Restricted for Other Purposes is comprised of net assets restricted for various grants. The Village applies restricted resources when an expenditure is incurred for purposes for which both restricted and unrestricted net assets are available.

#### **Interfund Transactions**

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

#### **NOTE 3 - DEPOSITS AND INVESTMENTS:**

Monies of substantially all funds of the Village are maintained or invested in a common group of bank accounts and in short-term investments. This is done in order to maximize the rate of interest that can be earned on invested funds. Interest income is distributed to the funds according to charter and statutory requirements.

The investment and deposit of Village monies are governed by the provisions of the Charter and Codified Ordinances of the Village and the Ohio Revised Code. In accordance with these provisions, only financial institutions located in Ohio and primary security dealers are eligible to hold public deposits. The provisions also permit the Village to invest its monies in certificates of deposit, savings accounts, money market accounts, the State Treasurer's investment pool (STAR Ohio) and obligations of the United States government or certain agencies thereof. The Village may also enter into repurchase agreements with any eligible depository for a period not exceeding five years.

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

#### Cash on Hand

At year end, the Village had \$400 of cash on hand which is included as part of Net Cash Assets.

#### **Deposits**

Custodial credit risk for deposits is the risk that in the event of bank failure, the Village will not be able to recover deposits or collateral securities that are in the possession of an outside party. At December 31, 2008, \$1,544,438 of the Village's bank balance of \$1,924,716 was exposed to custodial credit risk because it was uninsured and collateralized. Although all statutory requirements for the deposit of money had been followed, non-compliance with federal requirements could potentially subject the Village to a successful claim by the FDIC.

The Village has no deposit policy for custodial risk beyond the requirements of State statute. Ohio law requires that deposits be either insured or be protected by eligible securities pledged to and deposited either with the Village or a qualified trustee by the financial institution as security for repayment, or by a collateral pool of eligible securities deposited with a qualified trustee and pledged to secure the repayment of all public monies deposited in the financial institution whose market value at all times shall be at least one hundred five percent of the deposits being secured.

#### Investments

At December 31, 2008 the Village's investments consisted of \$2,729,928 in repurchase agreements and \$1,581,866 in the STAR Ohio investment pool. Both the repurchase agreements and STAR Ohio have average investment maturities of less than one year. STAR Ohio is rated AAA by Standard and Poors and the repurchase agreements are unrated.

*Interest Rate Risk:* The Village has no investment policy that addresses interest rate risk. State statute requires that an investment mature within five years from the date of purchase, unless matched to a specific obligation or debt of the Village, and that an investment must be purchased with the expectation that it will be held to maturity.

Credit Risk: The Village's investment policy limits investments to those authorized by State statue.

Custodial Credit Risk: For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Village will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Village's investment in the repurchase agreements and STAR Ohio are exposed to custodial credit risk in that they are uninsured, unregistered, and held by the counterparty's trust department or agent but not in the Village's name. The Village's investment policy does not address investment custodial risk beyond the requirement in State statute that prohibits payment for investments prior to the delivery of the securities representing such investments to the treasurer or qualified trustee.

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

#### **NOTE 4 – BUDGETARY BASIS FUND BALANCES:**

Differences between the budgetary basis fund balances and the fund cash balances are due to encumbrances. The table below presents the differences between the net changes in fund balance reported in the Statement of Cash Receipts, Cash Disbursements and Changes in Fund Balance – Cash Basis and the Statement of Cash Receipts, Cash Disbursements and Changes in Fund Cash Balance (Budgetary Basis) for the Village's General and major special revenue fund:

	General Fund		Street Construction and Repair Fund		Parks and Recreation Fund	
Change in Fund Balance - Cash Basis Encumbrances	\$	141,563 (31,183)	\$	131,590 (2,391)	\$	125,814 (40,421)
Change in Fund Balance - Budgetary Basis	\$	110,380	\$	129,199	\$	85,393

#### **NOTE 5 - PROPERTY TAXES:**

Property taxes include amounts levied against all real, public utility and tangible personal property located in the Village. Property tax revenue received during 2008 for real and public utility property taxes represents collections of the 2007 taxes. Property tax payments received during 2008 for tangible personal property (other than public utility property) is for 2008 taxes.

2008 real property taxes are levied after October 1, 2008, on the assessed value as of January 1, 2008, the lien date. Assessed values are established by State law at 35 percent of appraised market value. 2008 real property taxes are collected in and intended to finance 2009.

Public utility tangible personal property currently is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2008 public utility property taxes became a lien December 31, 2007, are levied after October 1, 2008, and are collected in 2009 with real property taxes.

2008 tangible personal property taxes are levied after October 1, 2007, on the value as of December 31, 2007. Collections are made in 2008. Tangible personal property assessments are 25 percent of true value for capital assets and 24 percent of true value for inventory.

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 currently is assessed at 88 percent of its true value; public utility real property is assessed at 35 percent of true value. Public utility property taxes are payable on the same dates as real property taxes described previously.

# NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

The full tax rate for all Village operations for the year ended December 31, 2008 was \$11.0 per \$1,000 of assessed value. The assessed values of real and tangible personal property upon which 2008 property tax receipts were based are as follows:

Real Property Tax Assessed Valuation	\$ 90,833,580
Public Utility Tangible Personal Property Assessed Valuation	268,890
Tangible Personal Property Assessed Valuation	2,276,126
Total	\$ 93,378,596

Real property taxes are payable annually or semi-annually. If paid annually, the payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits later payment dates to be established.

Tangible personal property taxes paid by multi-county tax payers are due September 20. Single county taxpayers may pay annually or semi-annually. If paid annually, payment is due April 30; if paid semi-annually, the first payment is due April 30; with the remainder payable by September 20.

The County Treasurer collects property taxes on behalf of all taxing districts in the county, including the Village of Yellow Springs. The County Auditor periodically remits to the Village its portion of the taxes collected.

#### **NOTE 6 – LOCAL INCOME TAXES:**

The Village levies a municipal income tax of 1.5 percent on substantially all earned income arising from employment, residency, or business activities within the Village as well as certain income of residents earned outside of the Village. As of December 31, 2008, Regional Income Tax Agency (R.I.T.A.) collected income taxes for the Village.

#### **NOTE 7 – DEFINED BENEFIT PENSION PLANS:**

#### Ohio Public Employees Retirement System

The Village participates in the Ohio Public Employees Retirement System (OPERS). OPERS provides retirement, disability, survivor and death benefits, as well as post-employment health care coverage to qualifying members. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code (ORC). OPERS issues a stand-alone financial report. Interested parties may obtain a copy by writing to OPERS, 277 East Town Street, Columbus, OH 43215-4642, or by calling 614-222-5601 or 800-222-7377.

OPERS administers three separate pension plans: the Traditional Pension Plan – a cost-sharing, multi-employer defined benefit plan; the Member-Directed Plan – a defined contribution plan in which employer contributions vest over five years at 20 percent per year; and the Combined Plan – a cost-sharing, multi-employer defined benefit plan that has elements of both a defined benefit and defined contribution plan. Law enforcement and public safety divisions exist only within the traditional plan.

# NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

The Ohio Revised Code provides statutory authority for member and employer contributions. For 2008, member and employer contribution rates were consistent across all three pension plans. The 2008 member contribution rates were 10.0 percent for members in state and local classifications and 10.1 percent for those in the public safety and law enforcement classifications. The 2008 employer contribution rate for state and local employers was 14.0 percent of covered payroll and 17.40 percent for those in the law enforcement and public safety divisions.

The rates stated above, are the contractually required contribution rates for OPERS. The Village's contributions to OPERS for the years ending December 31, 2008, 2007 and 2006, were \$172,350, \$164,148 and \$187,666 respectively, equal to the required contributions for each year.

#### Ohio Police and Fire Pension Fund

The Village of Yellow Springs contributes to the Ohio Police and Fire Pension Fund (OP&F), a cost-sharing multiple-employer defined pension plan. OP&F provides retirement and disability benefits, cost-of-living adjustments, and death benefits to plan member and beneficiaries. Benefit provisions are established by the Ohio State Legislature and are codified in Chapter 742 of the Ohio Revised Code. OP&F issues a publicly available 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.

Plan members are required to contribute 10.0 percent of their annual covered salary, while employers are required to contribute 19.5 and 24.0 percent respectively for police officers and firefighters. The Village's contributions to OP&F for the years ending December 31, 2008, 2007 and 2006 were \$87,643, \$78,003 and \$84,816, respectively; 100 percent has been contributed for 2008, 2007 and 2006.

#### **NOTE 8 – POSTEMPLOYMENT BENEFITS:**

#### Ohio Public Employees Retirement System

OPERS maintains a cost-sharing, multi-employer defined benefit post-employment healthcare 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 meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB Statement 45.

The ORC permits, but does not mandate, OPERS to provide OPEB benefits to its eligible members and beneficiaries.

Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2008, state and local employers contributed at a rate of 14.00 of covered payroll, and public safety and law enforcement employers contributed at 17.40 percent. The ORC currently limits the employer contributions to a rate not to exceed 14.00 percent of covered payroll for state and local employer units and 18.10 percent for law and public safety employer units. Active members do not make contributions to the OPEB Plan.

# NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

OPERS' Post Employment 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 post-employment health care benefits. For 2008, the employer contribution allocated to the health care plan was 7.0 percent 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 portion of the Village's contributions that was used to fund post-employment benefits for the years ending December 31, 2008, 2007 and 2006 were \$56,617, \$65,183, and \$61,648 respectively; equal to the required contributions of 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.

#### Ohio Police and Fire Pension Fund

The Ohio Police and Fire Pension Fund provides postretirement health care coverage to any person who receives or is eligible to receive a monthly benefit check or is a spouse or eligible dependent child of such persons. The health care coverage provided by OP & F meets the definition of an Other Poste Employment Benefit (OPEB) as described in GASB Statement 45.

The Ohio Revised Code allows, but does not mandate OP & F to provide OPEB benefits. Authority for the OP & F Board of Trustees to provide health care coverage to eligible participants and to establish and amend bebefits are codified in Chapter 742 of the Ohio Revised Code.

The Ohio Revised Code provides for contribution requirements of the participating employers and of plan members to the OP & F (defined benefit pension plan). Participating employers are required to contribute to the pension plan at rates expressed as percentages of the payroll of active pension plan members, currently, 19.50% and 24.00% of covered payroll for police and fire employers, respectively. The Ohio Revised Code state that the employer contribution may not exceed 19.50% of covered payroll for police employer units and 24.00% of covered payroll for fire employer units. Active members do not make contributions to the OPEB Plan.

OP & F maintains funds for health care in two separate accounts. One for health care benefits under an IRS Code Section 115 trust and one for Medicare Part B reimbursements administrated as an Internal Revenue Code 401 (h) account, both of which are within the defined benefit pension plan, under the authority granted by the Ohio Revised Code to the OP & F Board of Trustees.

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 the year ended December 31, 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 provision of Sections 115 and 401(h).

# NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

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 portion of the Village's contributions to OP&F that was used to fund post-employment benefits for the years ending December 31, 2008, 2007 and 2006 were \$30,324, \$26,989, and \$33,672 respectively; equal to the required contributions of each year.

#### **NOTE 9 – DEBT OBLIGATIONS:**

Under the cash basis of accounting, debt obligations are not reported as a liability in the accompanying financial statements. However, information regarding such changes in the Village's debt obligations during 2008 is as follows:

	Principal Outstanding 12/31/07	Additions	Deletions	Principal Outstanding 12/31/08	Principal Due within One Year
General Obligation Bonds OWDA Loans Payable	\$ 915,000 241,375	\$ - -	\$ 85,000 32,397	\$ 830,000 208,978	\$ 90,000 34,412
Total	\$ 1,156,375	<u>\$</u>	\$ 117,397	\$ 1,038,978	\$ 124,412

In 2002, the Village issued \$1.4 million in General Obligation Bonds to finance the renovation of Village Hall. These Bonds mature in 2016, carry an interest rate of 2.6 percent, and are direct obligations of the Village for which its full faith, credit and resources are pledged. Repayment of these bonds is made from the Bond Retirement fund from transfers made from the General fund, Parks and Recreation Fund and the Electric Fund.

At December 31, 2008 the Village had three long-term loans outstanding with the Ohio Water Development Authority (OWDA). All of these loans were used to finance improvements or expansion of the Village's Water and Sewer System's infrastructure. The following is a summary of the loans outstanding at year end, which are to be repaid through receipts collected in the Water and Sewer funds:

Year of	Initial Loan	Interest	Year of
<b>Origination</b>	Principal Principal	Rate	<u>Maturity</u>
1988	\$ 112,441	6.16%	2013
1989	\$ 150,979	7.54%	2012
2001	\$ 222,833	5.15%	2016

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

Amortization of the above debt is scheduled as follows:

Year Ending	G.O. I	G.O. Bonds		Loans
December 31:	Principal	Interest	Principal	Interest
2009	90,000	40,358	34,412	11,880
2010	90,000	36,353	36,556	9,736
2011	95,000	32,213	38,837	7,455
2012	100,000	27,748	26,411	5,026
2013	105,000	22,948	22,911	3,561
2014-2016	350,000	36,543	49,850	3,915
Total	\$ 830,000	\$ 196,160	\$ 208,977	\$ 41,573

#### Conduit Debt

In 2002, the Village issued Health Care Facilities Revenue Refunding and Improvement Bonds for improvements and acquisition of hospital facilities used by a private healthcare association. These bonds do not constitute general obligations, debtor bonded indebtedness or a pledge of the faith and credit of the Village. At December 31, 2008 the total of these bonds outstanding was approximately \$4.26 million.

#### **NOTE 10 – NOTES PAYABLE:**

Under the cash basis of accounting, debt obligations are not reported as a liability in the accompanying financial statements. However, a summary of the note transactions occurring in 2008 follows:

During 2007, the Village retired \$175,000 of Electrical System Improvement Bond Anticipation Notes (BAN) that matured on November 2, 2008. These notes were originally issued to provide financing for the Village's share of costs associated with OMEGA JV2 (See Note 12 for additional discussion related to this joint venture).

	Principal Outstanding 12/31/07	Additions	Deletions	Principal Outstanding 12/31/08
Electric - Enterprise Fund 2007 BAN - 4.05%	175,000		175,000	
Total	\$ 175,000	\$	\$ 175,000	\$ -

#### **NOTE 11 - RISK MANAGEMENT:**

The Village maintains comprehensive insurance coverage with private carriers for real property, building contents and vehicles. Vehicles policies include liability coverage for bodily injury and property damage. Real property and contents are 90% coinsured.

Settled claims have not exceeded coverage in any of the past three years. In addition, there has not been a significant reduction in coverage from the prior year.

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

#### NOTE 12 – JOINT VENTURES WITH EQUITY INTEREST:

The Village of Yellow Springs is a Non-Financing Participant and an Owner Participant with an ownership percentage of 1.05% and shares participation with thirty-five other subdivisions within the State of Ohio in the Ohio Municipal Electric Generation Agency (OMEGA JV2). Owner Participants own undivided interests, as tenants in common, in the OMEGA JV2 Project in the amount of their respective Project Shares. Purchaser Participants agree to purchase the output associated with their respective Project shares, ownership of which is held in trust for such Purchaser Participants.

Pursuant to the OMEGA JV2 Agreement, the participants jointly undertook as either Financing Participants or Non-Financing Participants and as either Owner Participants or Purchaser Participants, the acquisition, construction, and equipping of OMEGA JV2, including such portions of OMEGA JV2 as have been acquired, constructed or equipped by AMP-Ohio and to pay or incur the costs of the same in accordance with the JV2 Agreement.

OMEGA JV2 was created to provide additional sources of reliable, reasonably priced electric power and energy when prices are high or during times of generation shortages or transmission constraints, and to improve the reliability and economic status of the participants' respective municipal electric utility system. The Project consists of 138.65 MW of distributed generation of which 134.081MW is the participants entitlement and 4.569MW are held in reserve. On dissolution of OMEGA JV2, the net assets will be shared by the participants on a percentage of ownership basis. OMEGA JV2 is managed by AMP-Ohio, which acts as the joint venture's agent. During 2001, AMP-Ohio issued \$50,260,000 of 20 year fixed rate bonds on behalf of the Financing Participants of OMEGA JV2. The net proceeds of the bond issue of \$45,904,712 were contributed to OMEGA JV2. The Village's net investment in OMEGA JV2 was \$387,516 at December 31, 2008. Complete financial statements for OMEGA JV2 may be obtained from AMP-Ohio or from the State Auditor's website at www.auditor.state.oh.us.

#### **NOTE 13 – TRANSFERS:**

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

<u>Fund</u>	Transfers-In	Transfers-Out
General Fund	\$ -	\$ 1,520,617
Street Maintenance & Repair Fund	749,000	-
Parks & Recreation Fund	470,321	48,396
Non-Major Governmental Fund	381,956	
Total Governmental Funds	1,601,277	1,569,013
Electric Fund	-	32,264
Total Enterprise Funds	-	32,264
Total Transfers	\$ 1,601,277	\$ 1,601,277

Transfers are used to move revenues from funds that statute or budget requires to collect them to the funds that statute or budget requires to expend them; to segregate monies for anticipated capital projects; to provide additional resources for operations or debt service.

NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2008

#### **NOTE 14 – CONTINGENT LIABILITIES:**

#### Litigation

During the course of normal governmental operation the Village is subject to a variety of lawsuits. However, the Village is of the opinion that ultimate disposition of claims and legal proceedings will not have a material effect, if any, on the financial condition of the Village.

In April, 2008 the Village receive proposed Findings and Orders from the Ohio Environmental Protection Agency (OEPA) resulting from unauthorized discharges under the Village's NPDES permit for its wastewater treatment plant including a fine of approximately \$77,000. The Village is in the process of negotiating with OEPA regarding this matter and anticipates the fine may be reduced significantly. The Village has started the process of replacing its wastewater treatment plant to address the underlying issues of the complaint (see Note 15).

#### Federal and State Grants

For the period January 1, 2008 to December 31, 2008 the Village received federal and state grants for specific purposes that are subject to review and audit by grantor agencies or their designee. Such audits could lead to a request for reimbursement to the grantor agency for expenditures disallowed under the terms of the grant. Based on prior experience, the Village believes such disallowance, if any would be immaterial.

#### **NOTE 15 – SUBSEQUENT EVENT:**

The Village has begun the planning phase of a construction project to replace its current wastewater treatment plant. The total project is currently estimated to cost between \$2.0 and \$2.5 million. The Village has been approved for a \$1.2 million grant from the Ohio Public Works Commission with the remainder of the cost being a local match. The Village intends to utilize a loan from the Ohio Water Development Authority to finance the entire local match unless other funding sources can be obtained. To date, the Village has expended approximately \$361,000 associated with design engineering.



# 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

Village Council Village of Yellow Springs 100 Dayton Street Yellow Springs, Ohio 45387

We have audited the financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the Village of Yellow Springs, Ohio (the Village), as of and for the year ended December 31, 2008, which collectively comprise the Village's basic financial statements and have issued our report thereon dated June 11, 2009, in which it was noted the Village prepared its financial statements on a cash accounting basis, which is a basis other than accounting principles generally accepted in the United States of America. 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 Village'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 Village's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Village'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 an entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with the cash basis of accounting such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity'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 entity's internal control.

Our consideration of the 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 the 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.

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#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Village'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*.

We noted certain matters that we reported to management of the Village in a separate letter dated June 11, 2009.

This report is intended solely for the information and use of the Village Council, the management of the Village, others within the Village, and the Auditor of State of Ohio, and is not intended to be and should not be used by anyone other than these specified parties.

L'bank, Schufer, Hackett \$ Co.

Springfield, Ohio June 11, 2009

Schedule of Audit Findings For the Year Ended December 31, 2008

None Noted for 2008

Schedule of Prior Audit Findings For the Year Ended December 31, 2008

Finding 2007-001: The Village did not complete bank reconciliations on a timely manner in 2007:

Status: Corrected



# Mary Taylor, CPA Auditor of State

#### **VILLAGE OF YELLOW SPRINGS**

#### **GREENE COUNTY**

#### **CLERK'S CERTIFICATION**

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

**CLERK OF THE BUREAU** 

Susan Babbitt

CERTIFIED JUNE 30, 2009