



Dave Yost • Auditor of State



**CITY OF COSHOCTON  
COSHOCTON COUNTY**

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# Dave Yost • Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT

City of Coshocton  
Coshocton County  
760 Chestnut Street  
Coshocton, Ohio 43812

To the Honorable Mayor and City Council:

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund and remaining fund information of the City of Coshocton, Coshocton County, Ohio (the City), as of and for the year ended December 31, 2011, which collectively comprise the City's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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 our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information for the City of Coshocton, Coshocton County, Ohio, as of December 31, 2011, and the respective changes in financial position and where applicable, cash flows, thereof and the respective budgetary comparisons for the General, Fire and the Street Funds 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 August 13, 2012, on our consideration of the City's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require this presentation to include *Management's discussion and analysis* as listed in the Table of Contents, to supplement the basic financial statements. Although this information is not part of the basic financial statements, the Governmental Accounting Standards Board considers it essential for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any other assurance.

We conducted our audit to opine on the financial statements that collectively comprise the City's basic financial statements taken as a whole. The Federal Awards Receipts and Expenditures Schedule is required by U.S Office of Management and Budget Circular A-133, *Audit of States, Local Governments, and Non-Profit Organizations* is not a required part of the basic financial statements. The Federal Awards Receipts and Expenditures Schedule is management's responsibility, and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. This schedule was subject to the auditing procedures we applied to the basic financial statements. We also applied certain additional procedures, including comparing and reconciling this information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, in accordance with auditing standards generally accepted in the United States of America. In our opinion, this information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



**Dave Yost**  
Auditor of State

August 13, 2012

## CITY OF COSHOCTON, OHIO

### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2011

The management's discussion and analysis of the City of Coshocton's (the "City") financial performance provides an overall review of the City's financial activities for the year ended December 31, 2011. The intent of this discussion and analysis is to look at the City's financial performance as a whole; readers should also review the basic financial statements and the notes to the basic financial statements to enhance their understanding of the City's financial performance.

#### **Financial Highlights**

Key financial highlights for 2011 are as follows:

- The total net assets of the City decreased \$357,238. Net assets of governmental activities decreased \$368,155 or 4.21% under 2010 and net assets of business-type activities decreased \$10,917 or 0.15% under 2010.
- General revenues accounted for \$5,682,866 or 69.57% of total governmental activities revenue. Program specific revenues accounted for \$2,485,609 or 30.43% of total governmental activities revenue.
- The City had \$8,536,630 in expenses related to governmental activities; \$2,485,609 of these expenses was offset by program specific charges for services, grants or contributions. The remaining expenses of the governmental activities of \$6,051,021 were offset by general revenues (primarily property taxes, income taxes and unrestricted grants and entitlements) of \$5,682,866.
- The general fund had revenues of \$4,042,517 in 2011. This represents a decrease of \$14,955 from 2010 revenues. The expenditures of the general fund, which totaled \$3,897,958 in 2011, decreased \$261,662 from 2010. The net increase in fund balance for the general fund was \$144,559 or 56.50%.
- The fire fund had revenues of \$1,013,379 in 2011. The expenditures of the fire fund, totaled \$984,522 in 2011. The net increase in fund balance for the fire fund was \$28,857.
- The street fund had revenues and other financing sources of \$900,108 in 2011. The expenditures of the street fund, totaled \$963,942 in 2011. The net decrease in fund balance for the street fund was \$63,834.
- Net assets for the business-type activities, which are made up of the water, sewer, and solid waste enterprise funds, decreased in 2011 by \$10,917.
- The water fund, a major enterprise fund, had operating and nonoperating revenues of \$3,544,768 in 2011 and operating and nonoperating expenses of \$3,254,903 in 2011. The net assets of the water fund increased \$289,865 or 5.96% from 2010.
- The sewer fund, a major enterprise fund, had operating revenues of \$1,903,075 in 2011, operating and nonoperating expenses of \$1,783,586 and an extraordinary item which represented a \$400,000 grant repayment in 2011. The net assets of the sewer fund decreased \$280,511 or 13.28% from 2010.
- The solid waste fund, a major enterprise fund, had operating revenues of \$865,321 in 2011 and operating expenses of \$839,670 in 2011. The net assets of the solid waste fund increased \$25,651 or 5.65% from 2010.
- In the general fund, the actual revenues came in \$78,317 higher than they were in the final budget and actual expenditures were \$78,807 less than the amount in the final budget. Budgeted revenues increased \$25,604 from the original to the final budget due primarily to an increase in projected income taxes and intergovernmental revenue. Budgeted expenditures increased \$775,698 from the original to the final budget due primarily to an increase in the estimated cost of security of persons and property expenditures.

## CITY OF COSHOCTON, OHIO

### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **Using this Annual Financial Report**

This annual report consists of a series of financial statements and notes to these statements. These statements are organized so the reader can understand the City as a financial whole, an entire operating entity. The statements then proceed to provide an increasingly detailed look at specific financial activities.

The statement of net assets and statement of activities provide information about the activities of the City as a whole, presenting both an aggregate view of the City's finances and a longer-term view of those finances. Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending. The fund financial statements also look at the City's most significant funds with all other nonmajor funds presented in total in one column.

#### **Reporting the City as a Whole**

##### *Statement of Net Assets and the Statement of Activities*

While this document contains a large number of funds used by the City to provide programs and activities, the view of the City as a whole looks at all financial transactions and asks the question, "How did we do financially during 2011?" The statement of net assets and the statement of activities answer this question. These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting used by most private-sector companies. This basis of accounting will take into account all of the current year's revenues and expenses regardless of when cash is received or paid.

These two statements report the City's net *assets* and changes in those assets. This change in net assets is important because it tells the reader that, for the City as a whole, the financial position of the City 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 City's property tax base, current property tax laws in Ohio restricting revenue growth, facility conditions, required community programs and other factors.

In the statement of net assets and the statement of activities, the City is divided into two distinct kinds of activities:

**Governmental activities** - Most of the City's programs and services are reported here including police, fire and rescue, street maintenance, capital improvements and general administration. These services are funded primarily by property and income taxes and intergovernmental revenues including federal and state grants and other shared revenues.

**Business-type activities** - These services are provided on a charge for goods or services basis to recover all or a significant portion of the expenses of the goods or services provided. The City's water, sewer, and solid waste operations are reported here.

The City's statement of net assets and statement of activities can be found on pages 18-20 of this report.

#### **Reporting the City's Most Significant Funds**

##### *Fund Financial Statements*

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

## CITY OF COSHOCTON, OHIO

### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2011

Fund financial reports provide detailed information about the City's major funds. The City uses many funds to account for a multitude of financial transactions. However, these fund financial statements focus on the City's most significant funds. The analysis of the City's major governmental and proprietary funds begins on page 11.

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

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, the readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains a multitude of individual governmental funds. The City has segregated these funds into major funds and nonmajor funds. The City's major governmental funds are the general fund, the fire fund and the street fund. Information for major funds is presented separately in the governmental fund balance sheet and in the governmental statement of revenues, expenditures, and changes in fund balances. Data from the other governmental funds are combined into a single, aggregated presentation. The basic governmental fund financial statements can be found on pages 21-27 of this report.

#### ***Proprietary Funds***

The City maintains two types of proprietary funds, enterprise funds and internal service funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its water, sewer, and solid waste management functions. The City's water, sewer and solid waste enterprise funds are considered major funds. Internal service funds are an accounting device used to accumulate and allocate costs internally among the City's various functions. The City uses internal service funds to account for self-insurance. The basic proprietary fund financial statements can be found on pages 28-31 of this report.

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

Fiduciary funds are used to account for resources held for the benefit of parties outside the City. 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. The accounting used for fiduciary funds is much like that used for proprietary funds. A private-purpose trust and agency funds are the City's fiduciary fund types. The basic fiduciary fund financial statements can be found on pages 32-33 of this report.

#### ***Notes to the Basic Financial Statements***

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. These notes to the basic financial statements can be found on pages 34-65 of this report.

**CITY OF COSHOCTON, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**Government-Wide Financial Analysis**

The statement of net assets provides the perspective of the City as a whole. The table below provides a summary of the City's net assets at December 31, 2011 and December 31, 2010. The 2010 net assets of the governmental activities have been restated to conform with GASB Statement No. 54.

**Net Assets**

	Governmental		Business-type		2011		2010	
	Activities	Activities	Activities	Activities	Total	Total	Total	Total
	2011	2011	2010	2010				
<u>Assets</u>								
Current and other assets	\$ 4,574,019	\$ 4,847,332	\$ 4,353,310	\$ 4,219,418	\$ 9,421,351	\$ 8,572,728		
Capital assets	<u>5,741,151</u>	<u>19,294,383</u>	<u>6,311,467</u>	<u>20,215,306</u>	<u>25,035,534</u>	<u>26,526,773</u>		
Total assets	<u>10,315,170</u>	<u>24,141,715</u>	<u>10,664,777</u>	<u>24,434,724</u>	<u>34,456,885</u>	<u>35,099,501</u>		
<u>Liabilities</u>								
Long-term liabilities outstanding	877,356	15,921,933	916,426	16,151,709	16,799,289	17,068,135		
Other liabilities	<u>1,068,098</u>	<u>762,353</u>	<u>1,010,480</u>	<u>836,503</u>	<u>1,830,451</u>	<u>1,846,983</u>		
Total liabilities	<u>1,945,454</u>	<u>16,684,286</u>	<u>1,926,906</u>	<u>16,988,212</u>	<u>18,629,740</u>	<u>18,915,118</u>		
<u>Net Assets</u>								
Invested in capital assets, net of related debt	5,521,264	3,518,868	6,311,467	3,693,446	9,040,132	10,004,913		
Restricted	2,423,749	-	2,672,029	-	2,423,749	2,672,029		
Unrestricted (deficit)	<u>424,703</u>	<u>3,938,561</u>	<u>(245,625)</u>	<u>3,753,066</u>	<u>4,363,264</u>	<u>3,507,441</u>		
Total net assets	<u>\$ 8,369,716</u>	<u>\$ 7,457,429</u>	<u>\$ 8,737,871</u>	<u>\$ 7,446,512</u>	<u>\$ 15,827,145</u>	<u>\$ 16,184,383</u>		

Over time, net assets can serve as a useful indicator of a government's financial position. At December 31, 2011, the City's assets exceeded liabilities by \$15,827,145. At year-end, net assets were \$8,369,716 and \$7,457,429, for the governmental activities and the business-type activities, respectively.

Capital assets reported on the government-wide statements represent the largest portion of the City's assets. At year-end, capital assets represented 72.66% of total assets. Capital assets include land, land improvements, buildings and improvements, furniture and equipment, vehicles and infrastructure. Capital assets, net of related debt to acquire the assets at December 31, 2011, were \$5,521,264 and \$3,518,868 in the governmental activities and business-type activities, respectively. These capital assets are used to provide services to citizens and are not available for future spending. Although the City's investment in capital assets is reported net of related debt, it should be noted that the resources to repay the debt must be provided from other sources, since capital assets may not be used to liquidate these liabilities.

A portion of the City's net assets, \$2,423,749, represents resources that are subject to external restriction on how they may be used. In the governmental activities, the remaining balance of unrestricted net assets of \$424,703 may be used to meet the government's ongoing obligations to citizens and creditors.

**CITY OF COSHOCTON, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2011**

The table below shows the changes in net assets for 2011 and 2010.

	<b>Change in Net Assets</b>					
	Governmental	Business-type	Governmental	Business-type	2011	2010
	Activities	Activities	Activities	Activities	Total	Total
	<u>2011</u>	<u>2011</u>	<u>2010</u>	<u>2010</u>		
<b>Revenues:</b>						
Program revenues:						
Charges for services	\$ 1,341,892	\$ 6,279,268	\$ 1,325,190	\$ 6,075,814	\$ 7,621,160	\$ 7,401,004
Operating grants and contributions	1,127,867	-	1,880,128	-	1,127,867	1,880,128
Capital grants and contributions	<u>15,850</u>	<u>-</u>	<u>20,702</u>	<u>-</u>	<u>15,850</u>	<u>20,702</u>
Total program revenues	<u>2,485,609</u>	<u>6,279,268</u>	<u>3,226,020</u>	<u>6,075,814</u>	<u>8,764,877</u>	<u>9,301,834</u>
General revenues:						
Property taxes	440,713	-	430,066	-	440,713	430,066
Income taxes	4,056,409	-	3,907,082	-	4,056,409	3,907,082
Lodging tax	80,870	-	76,564	-	80,870	76,564
JEDD revenue	160,652	-	187,056	-	160,652	187,056
Unrestricted grants and entitlements	810,231	-	978,348	-	810,231	978,348
Investment earnings	16,432	-	6,221	-	16,432	6,221
Miscellaneous	<u>117,559</u>	<u>33,896</u>	<u>223,237</u>	<u>-</u>	<u>151,455</u>	<u>223,237</u>
Total general revenues	<u>5,682,866</u>	<u>33,896</u>	<u>5,808,574</u>	<u>-</u>	<u>5,716,762</u>	<u>5,808,574</u>
Total revenues	<u>8,168,475</u>	<u>6,313,164</u>	<u>9,034,594</u>	<u>6,075,814</u>	<u>14,481,639</u>	<u>15,110,408</u>
<b>Expenses:</b>						
General government	1,907,783	-	1,916,884	-	1,907,783	1,916,884
Security of persons and property	3,183,057	-	3,540,375	-	3,183,057	3,540,375
Public health and welfare	1,198,042	-	1,197,119	-	1,198,042	1,197,119
Transportation	1,358,349	-	777,597	-	1,358,349	777,597
Community environment	15,706	-	15,476	-	15,706	15,476
Leisure time activity	214,268	-	178,364	-	214,268	178,364
Urban redevelopment and housing	659,425	-	1,147,454	-	659,425	1,147,454
Interest and fiscal charges	-	-	10,708	-	-	10,708
Water	-	3,272,422	-	3,155,142	3,272,422	3,155,142
Sewer	-	1,790,155	-	1,767,011	1,790,155	1,767,011
Solid waste	-	<u>839,670</u>	-	<u>854,181</u>	<u>839,670</u>	<u>854,181</u>
Sewer Ethanol Plant	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenses	<u>8,536,630</u>	<u>5,902,247</u>	<u>8,783,977</u>	<u>5,776,334</u>	<u>14,438,877</u>	<u>14,560,311</u>
Extraordinary item	<u>-</u>	<u>(400,000)</u>	<u>-</u>	<u>-</u>	<u>(400,000)</u>	<u>-</u>
Change in net assets	(368,155)	10,917	250,617	299,480	(357,238)	550,097
Net assets at beginning of year	<u>8,737,871</u>	<u>7,446,512</u>	<u>8,487,254</u>	<u>7,147,032</u>	<u>16,184,383</u>	<u>15,634,286</u>
Net assets at end of year	<u>\$ 8,369,716</u>	<u>\$ 7,457,429</u>	<u>\$ 8,737,871</u>	<u>\$ 7,446,512</u>	<u>\$ 15,827,145</u>	<u>\$ 16,184,383</u>

## CITY OF COSHOCTON, OHIO

### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2011

#### Governmental Activities

Governmental activities net assets decreased \$368,155 in 2011. This decrease is a result of decreasing operating grants contributions and unrestrained grants and contributions versus amounts reported in the prior year.

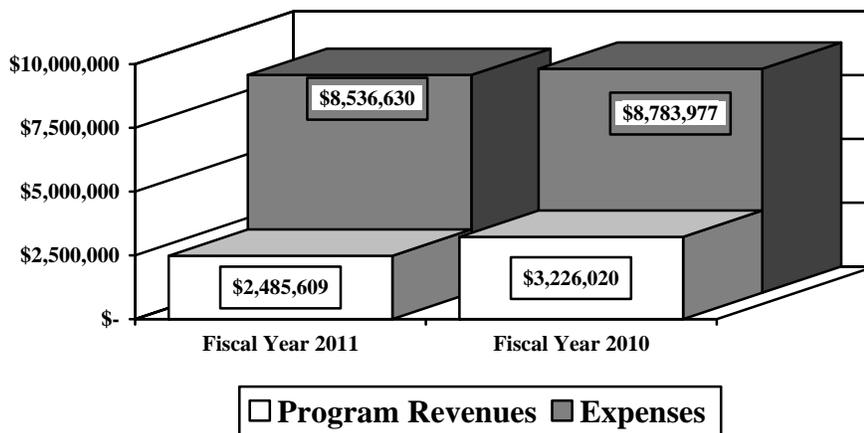
Security of persons and property, which primarily supports the sheriff's contracts accounted for \$3,183,057 of the total expenses of the City. General government expenses totaled \$1,907,783. General government expenses were partially funded by \$355,405 in direct charges to users of the services. Transportation expenses were \$1,358,349.

The state and federal government contributed to the City a total of \$1,143,717 in operating and capital grants and contributions. These revenues are restricted to a particular program or purpose. Of the total operating grants and contributions, \$583,337 subsidized transportation programs and \$470,204 subsidized urban redevelopment and housing activities.

General revenues totaled \$5,682,866 and amounted to 69.57% of total governmental revenues. These revenues primarily consist of property and income tax revenue of \$4,497,122. The other primary source of general revenues is grants and entitlements not restricted to specific programs, including local government and local government revenue assistance, making up \$810,231.

The statement of activities shows the cost of program services and the charges for services and grants offsetting those services. The following table shows, for governmental activities, the total cost of services and the net cost of services. That is, it identifies the cost of these services supported by tax revenue and unrestricted State grants and entitlements. As can be seen in the graph below, the City is highly dependent upon general revenues (primarily property and income taxes as well as unrestricted grants and entitlements) to support its governmental activities as program revenues are not sufficient to cover total governmental expenses for 2011.

**Governmental Activities – Program Revenues vs. Total Expenses**



**CITY OF COSHOCTON, OHIO**

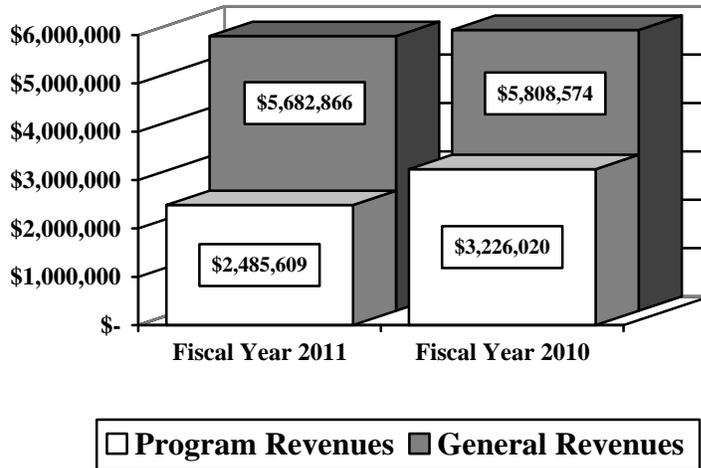
**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2011**

**Governmental Activities**

	Total Cost of Services <u>2011</u>	Net Cost of Services <u>2011</u>	Total Cost of Services <u>2010</u>	Net Cost of Services <u>2010</u>
Program Expenses:				
General government	\$ 1,907,783	\$ 1,474,366	\$ 1,916,884	\$ 1,610,390
Security of persons and property	3,183,057	3,177,795	3,540,375	3,523,508
Public health and welfare	1,198,042	226,229	1,197,119	165,295
Transportation	1,358,349	773,850	777,597	197,915
Community environment	15,706	14,629	15,476	13,829
Leisure time activity	214,268	194,931	178,364	142,303
Urban redevelopment and housing	659,425	189,221	1,147,454	(105,991)
Interest and fiscal charges	<u>-</u>	<u>-</u>	<u>10,708</u>	<u>10,708</u>
<b>Total</b>	<b><u>\$ 8,536,630</u></b>	<b><u>\$ 6,051,021</u></b>	<b><u>\$ 8,783,977</u></b>	<b><u>\$ 5,557,957</u></b>

The dependence upon general revenues for governmental activities is apparent, with 70.88% of expenses supported through taxes and other general revenues. The chart below illustrates the City's program revenues versus general revenues for 2011 and 2010.

**Governmental Activities – General and Program Revenues**



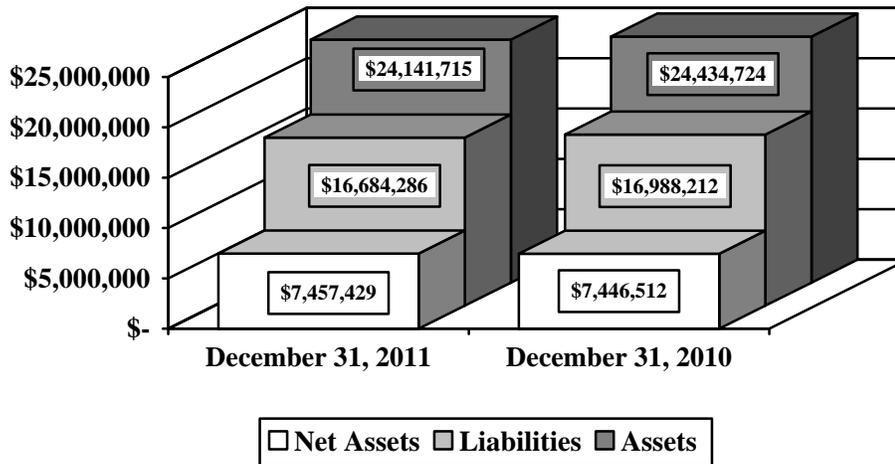
**CITY OF COSHOCTON, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2011**

**Business-type Activities**

Business-type activities include the water, sewer, and solid waste enterprise funds. These programs had program revenues of \$6,279,268 and expenses of \$5,902,247 for 2011. The graph below shows the business-type activities assets, liabilities and net assets at year-end.

**Net Assets in Business – Type Activities**



**Financial Analysis of the Government's Funds**

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds**

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the City's net resources available for spending at year-end.

The City's governmental funds (as presented on the balance sheet on page 21) reported a combined fund balance of \$2,674,897 which is \$253,741 above last year's total of \$2,421,156.

**CITY OF COSHOCTON, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2011**

The schedule below indicates the fund balances and the total change in fund balances as of December 31, 2011 and 2010 for all major and nonmajor governmental funds.

	<u>Fund Balances</u> <u>12/31/11</u>	<u>Fund Balances</u> <u>(Deficit)</u> <u>12/31/10</u>	<u>Increase</u> <u>(Decrease)</u>
Major funds:			
General	\$ 400,422	\$ 255,863	\$ 144,559
Fire	13,854	(15,003)	28,857
Street	248,815	312,649	(63,834)
Other nonmajor governmental funds	<u>2,011,806</u>	<u>1,867,647</u>	<u>144,159</u>
Total	<u>\$ 2,674,897</u>	<u>\$ 2,421,156</u>	<u>\$ 253,741</u>

***General Fund***

The City's general fund balance increased \$144,559. The table that follows assists in illustrating the revenues of the general fund. 2010 revenues have been restated to and correctly record the franchise fees as licenses and permits.

	<u>2011</u> <u>Amount</u>	<u>Restated</u> <u>2010</u> <u>Amount</u>	<u>Percentage</u> <u>Change</u>
<b><u>Revenues</u></b>			
Taxes	\$ 2,492,335	\$ 2,467,180	1.02 %
Charges for services	316,628	312,419	1.35 %
Licenses and permits	144,603	134,329	7.65 %
Fines and forfeitures	951	2,743	(65.33) %
Investment income	16,432	6,211	164.56 %
Intergovernmental	892,285	1,014,577	(12.05) %
JEDD revenue	37,541	47,276	(20.59) %
Other	<u>141,742</u>	<u>72,737</u>	94.87 %
Total	<u>\$ 4,042,517</u>	<u>\$ 4,057,472</u>	(0.37) %

Tax revenue represents 61.65% of all general fund revenue. The increase in investment income is due to the increase in the amount earned on the City's various accounts. The decrease in intergovernmental revenues is due to the decrease in the collection of revenues from the State and the County Auditor. Other revenues decreased primarily due to the decrease in refund and reimbursement revenue. All other revenues remained comparable to the prior year.

**CITY OF COSHOCTON, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2011

The table that follows assists in illustrating the expenditures of the general fund.

<u>Expenditures</u>	<u>2011 Amount</u>	<u>2010 Amount</u>	<u>Percentage Change</u>
General government	\$ 1,485,279	\$ 1,463,102	1.52 %
Security of persons and property	1,865,542	2,168,901	(13.99) %
Public health and welfare	363,650	377,359	(3.63) %
Community environment	14,378	15,176	(5.26) %
Leisure time activity	169,109	135,082	25.19 %
Total	<u>\$ 3,897,958</u>	<u>\$ 4,159,620</u>	(6.29) %

The City decreased total expenditures during 2011 by \$261,662. The decrease in security of persons and property expenditures related to costs associated with the sheriff contract service. Leisure time activity expenditures increased due to an increase in related personal services that included salaries and benefits. All other expenditures remained comparable to the prior year.

***Fire Fund***

The fire fund had revenues of \$1,013,379 in 2011. The expenditures of the fire fund, totaled \$984,522 in 2011. The net increase in fund balance for the fire fund was \$28,857.

***Street Fund***

The street fund had revenues and other financing sources of \$900,108 in 2011. The expenditures of the street fund, totaled \$963,942 in 2011. The net decrease in fund balance for the street fund was \$63,834.

***Budgeting Highlights***

The City's budgeting process is prescribed by the Ohio Revised Code (ORC). Essentially the budget is the City's appropriations which are restricted by the amounts of anticipated revenues certified by the Budget Commission in accordance with the ORC. Therefore, the City's plans or desires cannot be totally reflected in the original budget. If budgeted revenues are adjusted due to actual activity then the appropriations can be adjusted accordingly.

Budgetary information is presented for the general fund, the fire fund and the street fund. In the general fund, one of the most significant changes was between the original and final budgeted amount in the area of revenues, which increased \$25,604 from \$4,031,000 to \$4,056,604. Actual revenues of \$4,134,921 were more than final budgeted revenues by \$78,317. The other significant change was between the final budgeted expenditures and original budgeted expenditures. Original budgeted expenditures came in \$775,698 lower than the final budgeted amounts. Actual expenditures of \$3,991,474 were less than final budgeted revenues by \$78,807.

**CITY OF COSHOCTON, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2011

***Proprietary Funds***

The City's enterprise funds provide the same type of information found in the government-wide financial statements for business-type activities, except in more detail. The only difference between the amounts reported as business-type activities and the amounts reported in the proprietary fund statements are interfund eliminations between proprietary funds and internal balances due to governmental activities for internal service activities. The only interfund activity reported in the government wide statements are those between business-type activities and governmental activities (reported as internal balances and transfers) whereas interfund amounts between various enterprise funds are reported in the proprietary fund statements.

The City's enterprise funds (as presented on the statement of net assets on page 28) reported a combined net assets of \$7,467,770. The schedule below indicates the net assets and the total change in net assets as of December 31, 2011 for all enterprise funds.

	<u>Net Assets</u> <u>12/31/11</u>	<u>Net Assets</u> <u>12/31/10</u>	<u>Increase</u> <u>(Decrease)</u>
Major funds:			
Water	\$ 5,156,230	\$ 4,866,365	\$ 289,865
Sewer	1,831,505	2,112,016	(280,511)
Solid waste	<u>480,035</u>	<u>454,384</u>	<u>25,651</u>
Total	<u>\$ 7,467,770</u>	<u>\$ 7,432,765</u>	<u>\$ 35,005</u>

***Water Fund***

The City's Water fund net assets increased \$289,865 due mainly to the slightly decreasing revenues exceeding the increasing expenses. The following tables illustrate the revenues and expenses of the water fund.

	<u>2011</u> <u>Amount</u>	<u>2010</u> <u>Amount</u>	<u>Percentage</u> <u>Change</u>
<b><u>Operating Revenues</u></b>			
Charges for services	\$ 3,482,896	\$ 3,536,247	(1.51) %
Special assessment revenue	8,232	2,139	284.85 %
Other	<u>19,744</u>	<u>9,700</u>	103.55 %
Total	<u>\$ 3,510,872</u>	<u>\$ 3,548,086</u>	(1.05) %
<b><u>Operating Expenses</u></b>			
Personal services	\$ 900,530	\$ 936,701	(3.86) %
Contractual services	237,400	266,269	(10.84) %
Materials and supplies	1,197,874	1,060,938	12.91 %
Depreciation	605,651	609,732	(0.67) %
Other	<u>769</u>	<u>960</u>	(19.90) %
Total	<u>\$ 2,942,224</u>	<u>\$ 2,874,600</u>	2.35 %

**CITY OF COSHOCTON, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>2011</u> <u>Amount</u>	<u>2010</u> <u>Amount</u>	<u>Percentage</u> <u>Change</u>
<b><u>Nonoperating Revenues (Expenses)</u></b>			
Interest expense and fiscal charges	\$ (304,613)	\$ (297,617)	(2.35) %
Loss on sale of capital assets	(8,066)	-	(100.00) %
Insurance proceeds	<u>33,896</u>	<u>-</u>	100.00 %
Total	<u>\$ (278,783)</u>	<u>\$ (297,617)</u>	(6.33) %

***Sewer Fund***

The City's sewer fund net assets decreased \$280,511 due mainly to the extraordinary item associated with the grant repayment. The following tables illustrate the revenues and expenses of the sewer fund.

	<u>2011</u> <u>Amount</u>	<u>2010</u> <u>Amount</u>	<u>Percentage</u> <u>Change</u>
<b><u>Operating Revenues</u></b>			
Charges for services	\$ 1,509,809	\$ 1,676,106	(9.92) %
Other	<u>393,266</u>	<u>26,541</u>	1,381.73 %
Total	<u>\$ 1,903,075</u>	<u>\$ 1,702,647</u>	11.77 %

<b><u>Operating Expenses</u></b>			
Personal services	\$ 549,387	\$ 548,969	0.08 %
Contractual services	274,835	315,191	(12.80) %
Materials and supplies	341,024	266,355	28.03 %
Depreciation	<u>352,453</u>	<u>369,659</u>	(4.65) %
Total	<u>\$ 1,517,699</u>	<u>\$ 1,500,174</u>	1.17 %

<b><u>Nonoperating Expenses</u></b>			
Interest expense and fiscal charges	<u>(265,887)</u>	<u>(275,304)</u>	(3.42) %
Total	<u>\$ (265,887)</u>	<u>\$ (275,304)</u>	(3.42) %

<b><u>Extraordinary Item</u></b>			
Grant repayment	<u>(400,000)</u>	<u>-</u>	N/A
Total	<u>\$ (400,000)</u>	<u>\$ -</u>	

**CITY OF COSHOCTON, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2011

***Solid Waste Fund***

The City's Solid Waste fund net assets increased \$25,651 due mainly to the increase in charges for services and the decrease in materials and supplies expenses.

The following tables illustrate the revenues and expenses of the solid waste fund.

	<u>2011</u> <u>Amount</u>	<u>2010</u> <u>Amount</u>	<u>Percentage</u> <u>Change</u>
<b><u>Operating Revenues</u></b>			
Charges for services	\$ 865,321	\$ 825,081	4.88 %
Total	<u>\$ 865,321</u>	<u>\$ 825,081</u>	4.88 %
<b><u>Operating Expenses</u></b>			
Contractual services	\$ 772,456	\$ 764,955	0.98 %
Materials and supplies	<u>67,214</u>	<u>89,226</u>	(24.67) %
Total	<u>\$ 839,670</u>	<u>\$ 854,181</u>	(1.70) %

**Capital Assets and Debt Administration**

***Capital Assets***

At the end of 2011, the City had \$25,035,534 (net of accumulated depreciation) invested in land, buildings and improvements, land improvements, furniture and equipment, vehicles and infrastructure. Of this total, \$5,741,151 was reported in governmental activities and \$19,294,383 was reported in business-type activities. See Note 10 for further description of capital assets. The following table shows 2011 balances compared to 2010:

**Capital Assets at December 31  
(Net of Depreciation)**

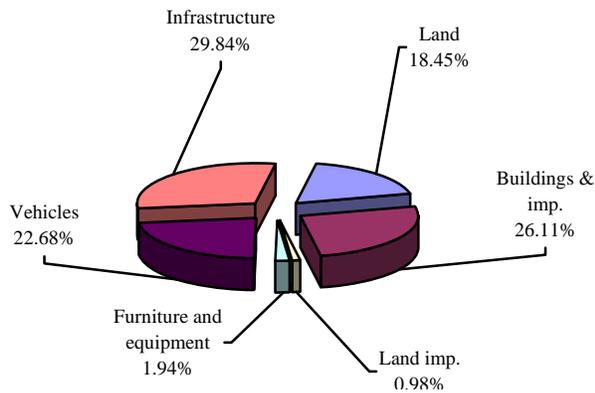
	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>	<u>2011</u>	<u>2010</u>
Land	\$ 1,059,518	\$ 1,059,518	\$ 591,950	\$ 591,950	\$ 1,651,468	\$ 1,651,468
Land improvements	56,429	59,430	14,547	17,671	70,976	77,101
Buildings and improvements	1,498,962	1,577,223	6,346,970	6,590,776	7,845,932	8,167,999
Furniture and equipment	111,405	142,779	5,501,001	5,776,081	5,612,406	5,918,860
Vehicles	1,302,329	1,442,109	164,082	149,931	1,466,411	1,592,040
Infrastructure	1,712,508	2,030,408	-	-	1,712,508	2,030,408
Water and sewer lines	-	-	6,675,833	7,088,897	6,675,833	7,088,897
Totals	<u>\$ 5,741,151</u>	<u>\$ 6,311,467</u>	<u>\$ 19,294,383</u>	<u>\$ 20,215,306</u>	<u>\$ 25,035,534</u>	<u>\$ 26,526,773</u>

## CITY OF COSHOCTON, OHIO

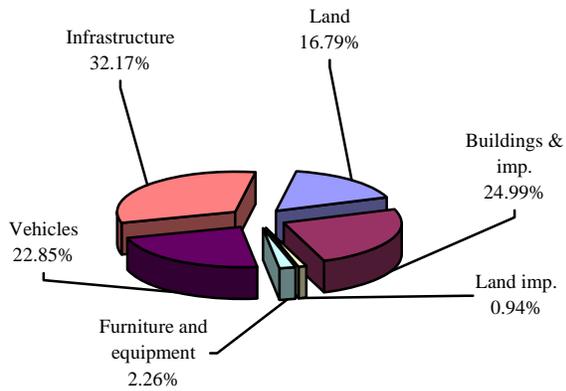
### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2011

The following graphs show the breakdown of governmental capital assets by category for 2011 and 2010.

**Capital Assets - Governmental Activities 2011**



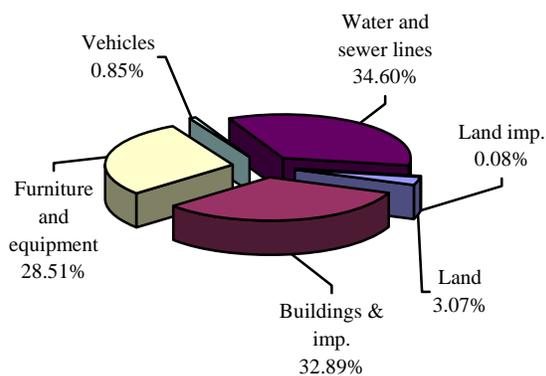
**Capital Assets - Governmental Activities 2010**



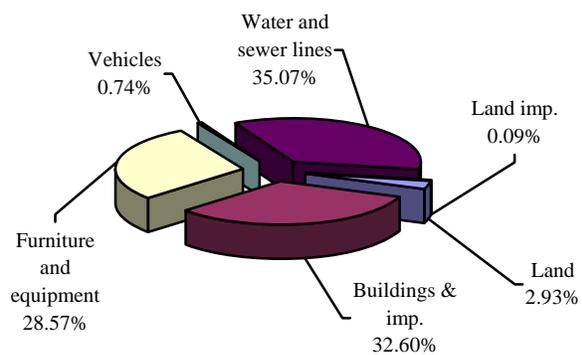
The City's largest governmental capital asset category is infrastructure. The net book value of the City's infrastructure (cost less accumulated depreciation) represents approximately 29.84% of the City's total governmental capital assets.

The following graphs show the breakdown of business-type capital assets by category for 2011 and 2010.

**Capital Assets - Business-Type Activities 2011**



**Capital Assets - Business-Type Activities 2010**



The City's largest business-type capital asset category is water and sewer lines. These items play a vital role in the income producing ability of the business-type activities. The net book value of the City's water and sewer lines (cost less accumulated depreciation) represents approximately 34.60% of the City's total business-type capital assets.

## CITY OF COSHOCTON, OHIO

### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED DECEMBER 31, 2011

#### *Debt Administration*

The City had the following long-term obligations outstanding at December 31, 2011 and 2010:

	Governmental Activities	
	<u>2011</u>	<u>2010</u>
OPWC loans	\$ <u>219,887</u>	\$ <u>232,103</u>
Total long-term obligations	\$ <u>219,887</u>	\$ <u>232,103</u>
	Business-type Activities	
	<u>2011</u>	<u>2010</u>
Revenue bonds	255,000	505,000
OWDA loans	14,990,930	15,393,256
Grant repayment	<u>400,000</u>	<u>-</u>
Total long-term obligations	\$ <u>15,645,930</u>	\$ <u>15,898,256</u>

Further detail on the City's long-term obligations can be found in Note 12 to the financial statements.

#### **Economic Conditions and Outlook**

The City's administration considers the impact of various economic factors when establishing the 2010 budget. The continued challenges resulting from regional loss of employment, stagnant economic development, and the general national recession, have yielded significant influence on the objectives established in the 2011 budget. The primary objectives include continued improvement to constituent service delivery as well as long-term fiscal stability.

Despite the uncertainty surrounding the economy, the City continues to carefully monitor two primary sources of revenue—local income taxes and shared intergovernmental (state) revenue. In order to stabilize the impact of the fluctuations in these revenue sources, City Council continues to pursue economic development and job creation; maintain the community's reputation for high public safety standards; and adoption of a budget designed to promote long-term fiscal stability. In order to meet the objectives of the 2011 budget, the City emphasized various efforts to continue to contain costs while pursuing new sources of revenue. A ½% income tax increase was passed in May 2005 specifically for the operational expenses and capital improvements of the fire department. This increase continues to free up general fund monies.

The average unemployment rate for Coshocton County in 2011 was 10.4% compared to the 8.6% State of Ohio average. The City Auditor anticipates the 2011 rate to continue through 2012. In order to meet these challenges, further cost containment and/or revenue enhancement actions will be essential. With the continuation of conservative budgeting practices, the City's financial position is anticipated to remain stable in future years.

#### **Contacting the City's Financial Management**

This financial report is designed to provide our citizens, taxpayers, and 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 please contact Sherry Kirkpatrick, City Auditor, City of Coshocton, City Hall, 760 Chestnut Street, Coshocton, Ohio 43812.

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**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF NET ASSETS  
DECEMBER 31, 2011

	<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>
<b>Assets:</b>			
Equity in pooled cash and cash equivalents . . .	\$ 2,580,972	\$ 3,516,110	\$ 6,097,082
Receivables (net of allowances for uncollectibles):			
Income taxes . . . . .	915,704	-	915,704
Property and other local taxes . . . . .	491,468	-	491,468
Accounts . . . . .	51,039	851,707	902,746
Accrued interest . . . . .	1,808	-	1,808
Special assessments . . . . .	3,455	24,466	27,921
Notes receivable . . . . .	-	387,157	387,157
Internal balances . . . . .	10,341	(10,341)	-
Due from other governments . . . . .	467,478	-	467,478
Materials and supplies inventory . . . . .	51,754	71,016	122,770
Unamortized bond issue costs . . . . .	-	7,217	7,217
Capital assets:			
Land . . . . .	1,059,518	591,950	1,651,468
Depreciable capital assets, net . . . . .	4,681,633	18,702,433	23,384,066
Total capital assets, net . . . . .	5,741,151	19,294,383	25,035,534
Total assets . . . . .	10,315,170	24,141,715	34,456,885
<b>Liabilities:</b>			
Accounts payable . . . . .	45,984	120,187	166,171
Contracts payable . . . . .	232,815	10,645	243,460
Accrued wages and benefits payable . . . . .	28,456	16,398	44,854
Due to other governments . . . . .	181,203	48,255	229,458
Unearned revenue . . . . .	443,165	-	443,165
Accrued interest payable . . . . .	-	16,868	16,868
Claims payable . . . . .	136,475	-	136,475
Notes payable . . . . .	-	550,000	550,000
Long-term liabilities:			
Due within one year . . . . .	151,724	742,505	894,229
Due in more than one year . . . . .	725,632	15,179,428	15,905,060
Total liabilities . . . . .	1,945,454	16,684,286	18,629,740
<b>Net assets:</b>			
Invested in capital assets, net of related debt . . . . .	5,521,264	3,518,868	9,040,132
Restricted for:			
Capital projects . . . . .	484,032	-	484,032
Perpetual care:			
Expendable . . . . .	165,170	-	165,170
Nonexpendable . . . . .	250,000	-	250,000
Transportation projects . . . . .	527,497	-	527,497
Public health and welfare . . . . .	622,219	-	622,219
Public safety . . . . .	160,941	-	160,941
Other purposes . . . . .	213,890	-	213,890
Unrestricted . . . . .	424,703	3,938,561	4,363,264
Total net assets . . . . .	\$ 8,369,716	\$ 7,457,429	\$ 15,827,145

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Expenses</u>	<u>Program Revenues</u>		
		<u>Charges for Services and Sales</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>
<b>Governmental activities:</b>				
General government. . . . .	\$ 1,907,783	\$ 355,405	\$ 66,012	\$ 12,000
Security of persons and property . . .	3,183,057	-	1,412	3,850
Public health and welfare . . . . .	1,198,042	964,911	6,902	-
Transportation. . . . .	1,358,349	1,162	583,337	-
Community environment . . . . .	15,706	1,077	-	-
Leisure time activity. . . . .	214,268	19,337	-	-
Urban redevelopment and housing . .	659,425	-	470,204	-
Total governmental activities . . . . .	<u>8,536,630</u>	<u>1,341,892</u>	<u>1,127,867</u>	<u>15,850</u>
<b>Business-type activities:</b>				
Water . . . . .	3,272,422	3,510,872	-	-
Sewer . . . . .	1,790,155	1,903,075	-	-
Solid waste . . . . .	839,670	865,321	-	-
Total business-type activities . . . . .	<u>5,902,247</u>	<u>6,279,268</u>	<u>-</u>	<u>-</u>
Totals . . . . .	<u>\$ 14,438,877</u>	<u>\$ 7,621,160</u>	<u>\$ 1,127,867</u>	<u>\$ 15,850</u>

**General revenues:**

- Property taxes levied for:
  - General purposes . . . . .
  - Fire pension fund . . . . .
- Income taxes levied for:
  - General purposes . . . . .
  - Fire fund. . . . .
  - Retirement fund . . . . .
  - Street fund . . . . .
  - Street debt fund . . . . .
  - Capital project fund . . . . .
- JEDD revenue levied for:
  - General purposes . . . . .
  - Special revenue . . . . .
- Lodging tax levied for:
  - General purposes . . . . .
  - Special revenue . . . . .
- Grants and entitlements not restricted to specific programs . . . . .
- Investment earnings . . . . .
- Miscellaneous . . . . .

Total general revenues . . . . .

**Extraordinary item:**

Grant repayment . . . . .

Total general revenues and extraordinary item . . . . .

Change in net assets. . . . .

**Net assets at beginning of year. . . . .**

**Net assets at end of year . . . . .**

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**Net (Expense) Revenue  
and Changes in Net Assets**

<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>
\$ (1,474,366)	\$ -	\$ (1,474,366)
(3,177,795)	-	(3,177,795)
(226,229)	-	(226,229)
(773,850)	-	(773,850)
(14,629)	-	(14,629)
(194,931)	-	(194,931)
(189,221)	-	(189,221)
(6,051,021)	-	(6,051,021)
-	238,450	238,450
-	112,920	112,920
-	25,651	25,651
-	377,021	377,021
(6,051,021)	377,021	(5,674,000)
393,324	-	393,324
47,389	-	47,389
2,120,476	-	2,120,476
1,014,019	-	1,014,019
37,973	-	37,973
372,511	-	372,511
38,362	-	38,362
473,068	-	473,068
37,541	-	37,541
123,111	-	123,111
13,514	-	13,514
67,356	-	67,356
810,231	-	810,231
16,432	-	16,432
117,559	33,896	151,455
5,682,866	33,896	5,716,762
-	(400,000)	(400,000)
5,682,866	(366,104)	5,316,762
(368,155)	10,917	(357,238)
8,737,871	7,446,512	16,184,383
\$ 8,369,716	\$ 7,457,429	\$ 15,827,145

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2011

	General	Fire	Street	Other Governmental Funds	Total Governmental Funds
<b>Assets:</b>					
Equity in pooled cash and cash equivalents . . .	\$ 235,282	\$ 21,219	\$ 280,461	\$ 2,035,020	\$ 2,571,982
Receivables (net of allowances for uncollectibles):					
Income taxes . . . . .	466,426	222,727	82,055	144,496	915,704
Property and other local taxes . . . . .	435,168	-	-	56,300	491,468
Accounts . . . . .	45,151	-	-	5,888	51,039
Accrued interest . . . . .	1,023	-	-	785	1,808
Special assessments . . . . .	-	-	3,455	-	3,455
Due from other funds . . . . .	11,263	4,424	-	-	15,687
Due from other governments. . . . .	225,399	-	201,863	40,216	467,478
Materials and supplies inventory. . . . .	-	-	51,754	-	51,754
Total assets . . . . .	<u>\$ 1,419,712</u>	<u>\$ 248,370</u>	<u>\$ 619,588</u>	<u>\$ 2,282,705</u>	<u>\$ 4,570,375</u>
<b>Liabilities:</b>					
Accounts payable. . . . .	\$ 4,307	\$ 1,093	\$ 8,361	\$ 32,223	\$ 45,984
Contracts payable. . . . .	117,602	-	100,135	15,078	232,815
Accrued wages and benefits payable . . . . .	6,445	14,816	4,852	2,343	28,456
Due to other funds . . . . .	-	-	-	15,687	15,687
Due to other governments . . . . .	42,367	84,794	13,494	40,548	181,203
Deferred revenue . . . . .	452,886	133,813	243,931	117,538	948,168
Unearned revenue . . . . .	395,683	-	-	47,482	443,165
Total liabilities . . . . .	<u>1,019,290</u>	<u>234,516</u>	<u>370,773</u>	<u>270,899</u>	<u>1,895,478</u>
<b>Fund balances:</b>					
Nonspendable . . . . .	6,664	-	51,754	250,000	308,418
Restricted. . . . .	-	13,854	197,061	1,512,126	1,723,041
Committed . . . . .	-	-	-	249,680	249,680
Assigned . . . . .	7,346	-	-	-	7,346
Unassigned . . . . .	386,412	-	-	-	386,412
Total fund balances. . . . .	<u>400,422</u>	<u>13,854</u>	<u>248,815</u>	<u>2,011,806</u>	<u>2,674,897</u>
Total liabilities and fund balances . . . . .	<u>\$ 1,419,712</u>	<u>\$ 248,370</u>	<u>\$ 619,588</u>	<u>\$ 2,282,705</u>	<u>\$ 4,570,375</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO  
NET ASSETS OF GOVERNMENTAL ACTIVITIES  
DECEMBER 31, 2011

<b>Total governmental fund balances</b>	\$	2,674,897
<i>Amounts reported for governmental activities on the statement of net assets are different because:</i>		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		5,741,151
Other long-term assets are not available to pay for current period expenditures and therefore are deferred in the funds.		
Income taxes receivable	\$ 550,149	
Property taxes receivable	44,223	
Intergovernmental receivable	350,341	
Special assessments receivable	3,455	
Total	948,168	948,168
An internal service fund is used by management to charge the costs of health insurance to individual funds. The assets and liabilities of the internal service fund are included in governmental activities on the statement of assets. The net assets of the internal service fund, including internal balances of (\$10,341) are:		(117,144)
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. The long-term liabilities (excluding amounts reported in the internal service fund) are as follows:		
OPWC loan	(219,887)	
Compensated absences	(657,469)	
Total	(877,356)	(877,356)
<b>Net assets of governmental activities</b>	\$	8,369,716

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>General</u>	<u>Fire</u>	<u>Street</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues:</b>					
Income taxes . . . . .	\$ 2,082,495	\$ 995,025	\$ 366,143	\$ 537,183	\$ 3,980,846
Property and other taxes. . . . .	409,840	-	-	115,101	524,941
Charges for services. . . . .	316,628	-	-	775,051	1,091,679
Licenses and permits . . . . .	144,603	-	-	30,465	175,068
Fines and forfeitures . . . . .	951	-	-	80,913	81,864
Intergovernmental. . . . .	892,285	-	488,407	609,089	1,989,781
Special assessments . . . . .	-	-	1,162	-	1,162
Investment income . . . . .	16,432	-	726	15,490	32,648
Contributions and donations . . . . .	82,729	-	-	3,850	86,579
JEDD revenue. . . . .	37,541	16,942	-	107,415	161,898
Other . . . . .	59,013	1,412	34,484	77	94,986
Total revenues. . . . .	<u>4,042,517</u>	<u>1,013,379</u>	<u>890,922</u>	<u>2,274,634</u>	<u>8,221,452</u>
<b>Expenditures:</b>					
Current:					
General government . . . . .	1,485,279	-	-	347,816	1,833,095
Security of persons and property . . . . .	1,865,542	984,522	-	59,170	2,909,234
Public health and welfare. . . . .	363,650	-	-	798,443	1,162,093
Transportation . . . . .	-	-	930,421	60,940	991,361
Community environment . . . . .	14,378	-	-	1,027	15,405
Leisure time activity . . . . .	169,109	-	-	24,628	193,737
Urban redevelopment and housing . . . . .	-	-	-	659,425	659,425
Capital outlay. . . . .	-	-	33,521	166,810	200,331
Debt service:					
Principal retirement. . . . .	-	-	-	12,216	12,216
Total expenditures . . . . .	<u>3,897,958</u>	<u>984,522</u>	<u>963,942</u>	<u>2,130,475</u>	<u>7,976,897</u>
Excess (deficiency) of revenues (over) under expenditures . . . . .	<u>144,559</u>	<u>28,857</u>	<u>(73,020)</u>	<u>144,159</u>	<u>244,555</u>
<b>Other financing sources:</b>					
Insurance proceeds . . . . .	-	-	9,186	-	9,186
Total other financing sources . . . . .	<u>-</u>	<u>-</u>	<u>9,186</u>	<u>-</u>	<u>9,186</u>
Net change in fund balances. . . . .	144,559	28,857	(63,834)	144,159	253,741
<b>Fund balances (deficit) at beginning of year.</b>	<u>255,863</u>	<u>(15,003)</u>	<u>312,649</u>	<u>1,867,647</u>	<u>2,421,156</u>
<b>Fund balances at end of year . . . . .</b>	<u>\$ 400,422</u>	<u>\$ 13,854</u>	<u>\$ 248,815</u>	<u>\$ 2,011,806</u>	<u>\$ 2,674,897</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED DECEMBER 31, 2011

**Net change in fund balances - total governmental funds** \$ 253,741

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

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

Capital asset additions	\$	61,479	
Current year depreciation		(631,795)	
Total		(570,316)	(570,316)

Revenues on the statement of activities that do not provide current financial resources are not reported as revenues in the funds.

Income taxes		74,317	
Property taxes		(3,358)	
Accounts receivable		(33,369)	
Intergovernmental		(91,872)	
Special assessments		(7,881)	
Total		(62,163)	(62,163)

Repayment of note principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets. 12,216

Some expenses reported on the statement of activities, such as compensated absences, do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. 11,883

An internal service fund is used by management to charge the costs of health insurance to individual funds is not reported in the government-wide statement of activities. Governmental fund expenditures and the related internal service fund revenues are eliminated. The net revenue (expense) of the internal service fund, including internal balances is allocated among the governmental activities. (13,516)

**Change in net assets of governmental activities** \$ (368,155)

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, 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, 2011

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues:</b>				
Income taxes . . . . .	\$ 2,012,245	\$ 2,025,028	\$ 2,064,122	\$ 39,094
Property and other taxes. . . . .	399,497	402,034	409,796	7,762
Charges for services. . . . .	307,989	309,945	315,929	5,984
Licenses and permits . . . . .	140,969	141,864	144,603	2,739
Fines and forfeitures . . . . .	927	933	951	18
Intergovernmental. . . . .	1,009,167	1,015,577	1,035,184	19,607
Investment income . . . . .	16,645	16,751	17,074	323
Contributions and donations . . . . .	82,286	82,808	84,407	1,599
JEDD revenue. . . . .	38,898	39,145	39,901	756
Other . . . . .	22,377	22,519	22,954	435
Total revenues. . . . .	<u>4,031,000</u>	<u>4,056,604</u>	<u>4,134,921</u>	<u>78,317</u>
<b>Expenditures:</b>				
Current:				
General government . . . . .	1,585,432	1,541,542	1,504,705	36,837
Security of persons and property . . . . .	1,076,173	1,940,094	1,940,037	57
Public health and welfare. . . . .	456,181	396,448	363,446	33,002
Community environment . . . . .	17,497	15,797	14,553	1,244
Leisure time activity . . . . .	159,300	176,400	168,733	7,667
Total expenditures . . . . .	<u>3,294,583</u>	<u>4,070,281</u>	<u>3,991,474</u>	<u>78,807</u>
Net change in fund balances. . . . .	736,417	(13,677)	143,447	157,124
<b>Fund balances at beginning</b>				
of year (restated) . . . . .	76,243	76,243	76,243	-
Prior year encumbrances appropriated. . .	1,288	1,288	1,288	-
Fund balance at end of year . . . . .	<u>\$ 813,948</u>	<u>\$ 63,854</u>	<u>\$ 220,978</u>	<u>\$ 157,124</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)  
FIRE FUND  
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues:</b>				
Income taxes . . . . .	\$ 1,078,748	\$ 1,078,748	\$ 985,657	\$ (93,091)
JEDD revenue. . . . .	19,707	19,707	18,006	(1,701)
Other . . . . .	1,545	1,545	1,412	(133)
Total revenues. . . . .	<u>1,100,000</u>	<u>1,100,000</u>	<u>1,005,075</u>	<u>(94,925)</u>
<b>Expenditures:</b>				
Current:				
Security of persons and property . . . . .	1,039,000	1,039,000	929,259	109,741
Total expenditures . . . . .	<u>1,039,000</u>	<u>1,039,000</u>	<u>929,259</u>	<u>109,741</u>
Net change in fund balances. . . . .	61,000	61,000	75,816	14,816
<b>Fund balances (deficit) at beginning of year .</b>	(54,967)	(54,967)	(54,967)	-
<b>Fund balance at end of year . . . . .</b>	<u>\$ 6,033</u>	<u>\$ 6,033</u>	<u>\$ 20,849</u>	<u>\$ 14,816</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)  
STREET FUND  
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues:</b>				
Income taxes . . . . .	\$ 365,657	\$ 365,657	\$ 363,127	\$ (2,530)
Intergovernmental. . . . .	485,146	485,146	481,789	(3,357)
Investment income . . . . .	731	731	726	(5)
Other . . . . .	39,280	39,280	38,945	(335)
<b>Total revenues.</b> . . . .	<u>890,814</u>	<u>890,814</u>	<u>884,587</u>	<u>(6,227)</u>
<b>Expenditures:</b>				
Current:				
Transportation . . . . .	957,152	974,085	935,349	38,736
<b>Total expenditures</b> . . . . .	<u>957,152</u>	<u>974,085</u>	<u>935,349</u>	<u>38,736</u>
Deficiency of revenues under expenditures. . . . .	<u>(66,338)</u>	<u>(83,271)</u>	<u>(50,762)</u>	<u>32,509</u>
<b>Other financing sources:</b>				
Insurance proceeds . . . . .	9,186	9,186	9,186	-
<b>Total other financing sources.</b> . . . . .	<u>9,186</u>	<u>9,186</u>	<u>9,186</u>	<u>-</u>
Net change in fund balances . . . . .	(57,152)	(74,085)	(41,576)	32,509
<b>Fund balances at beginning of year</b> . . . . .	208,673	208,673	208,673	-
<b>Prior year encumbrances appropriated</b> . . . . .	32	32	32	-
<b>Fund balance at end of year</b> . . . . .	<u>\$ 151,553</u>	<u>\$ 134,620</u>	<u>\$ 167,129</u>	<u>\$ 32,509</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF NET ASSETS  
PROPRIETARY FUNDS  
DECEMBER 31, 2011

	<b>Business-type Activities - Enterprise Funds</b>				<b>Governmental Activities - Internal Service Funds</b>
	<b>Water</b>	<b>Sewer</b>	<b>Solid Waste</b>	<b>Total</b>	
<b>Assets:</b>					
Current assets:					
Equity in pooled cash and cash equivalents . . .	\$ 2,429,548	\$ 799,881	\$ 286,681	\$ 3,516,110	\$ 8,990
Receivables (net of allowances for uncollectibles):					
Accounts . . . . .	392,871	265,215	193,621	851,707	-
Special assessments . . . . .	24,466	-	-	24,466	-
Materials and supplies inventory . . . . .	71,016	-	-	71,016	-
Unamortized bond issue costs . . . . .	-	7,217	-	7,217	-
Notes receivable . . . . .	-	387,157	-	387,157	-
Total current assets . . . . .	<u>2,917,901</u>	<u>1,459,470</u>	<u>480,302</u>	<u>4,857,673</u>	<u>8,990</u>
Noncurrent assets:					
Capital assets:					
Land . . . . .	591,950	-	-	591,950	-
Depreciable capital assets, net . . . . .	10,020,349	8,682,084	-	18,702,433	-
Total capital assets, net . . . . .	<u>10,612,299</u>	<u>8,682,084</u>	<u>-</u>	<u>19,294,383</u>	<u>-</u>
Total noncurrent assets . . . . .	<u>10,612,299</u>	<u>8,682,084</u>	<u>-</u>	<u>19,294,383</u>	<u>-</u>
Total assets . . . . .	<u>13,530,200</u>	<u>10,141,554</u>	<u>480,302</u>	<u>24,152,056</u>	<u>8,990</u>
<b>Liabilities:</b>					
Current liabilities:					
Accounts payable . . . . .	67,701	52,219	267	120,187	-
Contracts payable . . . . .	10,570	75	-	10,645	-
Accrued wages and benefits payable . . . . .	5,042	11,356	-	16,398	-
Compensated absences payable - current . . . . .	41,247	7,130	-	48,377	-
Due to other governments . . . . .	35,068	13,187	-	48,255	-
Claims payable . . . . .	-	-	-	-	136,475
OWDA loans payable . . . . .	402,326	-	-	402,326	-
Notes payable . . . . .	550,000	-	-	550,000	-
Revenue bonds payable . . . . .	-	241,802	-	241,802	-
Grant repayment . . . . .	-	50,000	-	50,000	-
Accrued interest payable . . . . .	15,965	903	-	16,868	-
Total current liabilities . . . . .	<u>1,127,919</u>	<u>376,672</u>	<u>267</u>	<u>1,504,858</u>	<u>136,475</u>
Long-term liabilities:					
Compensated absences payable . . . . .	150,332	90,492	-	240,824	-
OWDA loans payable . . . . .	7,095,719	7,492,885	-	14,588,604	-
Grant repayment . . . . .	-	350,000	-	350,000	-
Total long-term liabilities . . . . .	<u>7,246,051</u>	<u>7,933,377</u>	<u>-</u>	<u>15,179,428</u>	<u>-</u>
Total liabilities . . . . .	<u>8,373,970</u>	<u>8,310,049</u>	<u>267</u>	<u>16,684,286</u>	<u>136,475</u>
<b>Net assets:</b>					
Invested in capital assets, net of related debt . . .	2,564,254	954,614	-	3,518,868	-
Unrestricted (deficit) . . . . .	<u>2,591,976</u>	<u>876,891</u>	<u>480,035</u>	<u>3,948,902</u>	<u>(127,485)</u>
Total net assets (deficit) . . . . .	<u>\$ 5,156,230</u>	<u>\$ 1,831,505</u>	<u>\$ 480,035</u>	<u>7,467,770</u>	<u>\$ (127,485)</u>
Adjustment to reflect the consolidation of the internal service funds activities related to enterprise funds.				(10,341)	
Net assets of business-type activities				<u>\$ 7,457,429</u>	

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF REVENUES, EXPENSES AND  
CHANGES IN NET ASSETS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Business-type Activities - Enterprise Funds</u>				<b>Governmental Activities - Internal Service Funds</b>
	<u>Water</u>	<u>Sewer</u>	<u>Solid Waste</u>	<u>Total</u>	
<b>Operating revenues:</b>					
Charges for services . . . . .	\$ 3,482,896	\$ 1,509,809	\$ 865,321	\$ 5,858,026	\$ 918,491
Special assessments . . . . .	8,232	-	-	8,232	-
Other . . . . .	19,744	393,266	-	413,010	85,130
Total operating revenues . . . . .	<u>3,510,872</u>	<u>1,903,075</u>	<u>865,321</u>	<u>6,279,268</u>	<u>1,003,621</u>
<b>Operating expenses:</b>					
Personal services . . . . .	900,530	549,387	-	1,449,917	-
Contract services . . . . .	237,400	274,835	772,456	1,284,691	142,135
Materials and supplies . . . . .	1,197,874	341,024	67,214	1,606,112	769
Claims expense . . . . .	-	-	-	-	898,321
Other . . . . .	769	-	-	769	-
Depreciation . . . . .	605,651	352,453	-	958,104	-
Total operating expenses . . . . .	<u>2,942,224</u>	<u>1,517,699</u>	<u>839,670</u>	<u>5,299,593</u>	<u>1,041,225</u>
Operating income (loss) . . . . .	<u>568,648</u>	<u>385,376</u>	<u>25,651</u>	<u>979,675</u>	<u>(37,604)</u>
<b>Nonoperating revenues (expenses):</b>					
Interest and fiscal charges . . . . .	(304,613)	(265,887)	-	(570,500)	-
Loss on sale of capital assets . . . . .	(8,066)	-	-	(8,066)	-
Insurance proceeds . . . . .	33,896	-	-	33,896	-
Total nonoperating revenues (expenses) . . . . .	<u>(278,783)</u>	<u>(265,887)</u>	<u>-</u>	<u>(544,670)</u>	<u>-</u>
<b>Extraordinary item:</b>					
Grant repayment . . . . .	-	(400,000)	-	(400,000)	-
Change in net assets . . . . .	289,865	(280,511)	25,651	35,005	(37,604)
<b>Net assets (deficit) at beginning of year . . . . .</b>	<u>4,866,365</u>	<u>2,112,016</u>	<u>454,384</u>		<u>(89,881)</u>
<b>Net assets (deficit) at end of year . . . . .</b>	<u>\$ 5,156,230</u>	<u>\$ 1,831,505</u>	<u>\$ 480,035</u>		<u>\$ (127,485)</u>
Adjustment to reflect the consolidation of internal service funds activities related to enterprise funds.				<u>(24,088)</u>	
Change in net assets of business-type activities.				<u>\$ 10,917</u>	

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

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**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Business-type Activities - Enterprise Funds</u>				<b>Governmental Activities - Internal Service Funds</b>
	<u>Water</u>	<u>Sewer</u>	<u>Solid Waste</u>	<u>Total</u>	
<b>Cash flows from operating activities:</b>					
Cash received from customers . . . . .	\$ 3,535,082	\$ 1,562,182	\$ 873,222	\$ 5,970,486	\$ 918,491
Cash received from other operations . . . . .	17,244	109	-	17,353	85,130
Cash received from special assessments . . . . .	8,232	-	-	8,232	-
Cash payments for personal services . . . . .	(895,753)	(548,081)	-	(1,443,834)	-
Cash payments for contract services . . . . .	(252,052)	(256,620)	(772,189)	(1,280,861)	(142,135)
Cash payments for materials and supplies . . . . .	(1,063,375)	(327,384)	(67,214)	(1,457,973)	(769)
Cash payments for claims. . . . .	-	-	-	-	(853,660)
Cash payments for other expenses . . . . .	(769)	-	-	(769)	-
Net cash provided by operating activities. . . . .	<u>1,348,609</u>	<u>430,206</u>	<u>33,819</u>	<u>1,812,634</u>	<u>7,057</u>
<b>Cash flows from capital and related financing activities:</b>					
Insurance proceeds . . . . .	33,896	-	-	33,896	-
Acquisition of capital assets . . . . .	(36,693)	-	-	(36,693)	-
Principal retirement on revenue bonds. . . . .	-	(250,000)	-	(250,000)	-
Principal retirement on notes. . . . .	(650,000)	-	-	(650,000)	-
Principal retirement on loans. . . . .	(402,326)	-	-	(402,326)	-
Proceeds of notes. . . . .	550,000	-	-	550,000	-
Interest and fiscal charges. . . . .	(305,477)	(245,937)	-	(551,414)	-
Net cash used in capital and related financing activities. . . . .	<u>(810,600)</u>	<u>(495,937)</u>	<u>-</u>	<u>(1,306,537)</u>	<u>-</u>
Net increase (decrease) in cash and cash equivalents . . . . .	538,009	(65,731)	33,819	506,097	7,057
<b>Cash and cash equivalents at beginning of year . . . . .</b>	1,891,539	865,612	252,862	3,010,013	1,933
<b>Cash and cash equivalents at end of year . . . . .</b>	<u>\$ 2,429,548</u>	<u>\$ 799,881</u>	<u>\$ 286,681</u>	<u>\$ 3,516,110</u>	<u>\$ 8,990</u>

-- Continued

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Business-type Activities - Enterprise Funds</u>				<u>Governmental Activities - Internal Service Funds</u>
	<u>Water</u>	<u>Sewer</u>	<u>Solid Waste</u>	<u>Total</u>	
<b>Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:</b>					
Operating income (loss) . . . . .	\$ 568,648	\$ 385,376	\$ 25,651	\$ 979,675	\$ (37,604)
Adjustments:					
Depreciation. . . . .	605,651	352,453	-	958,104	-
Changes in assets and liabilities:					
Decrease in accounts receivable . . . . .	61,261	46,373	7,901	115,535	-
Increase in special assessments. . . . .	(11,575)	-	-	(11,575)	-
Decrease in materials and supplies inventory. . . . .	130,075	-	-	130,075	-
Increase in notes receivable. . . . .	-	(387,157)	-	(387,157)	-
Increase (decrease) in accounts payable. . . . .	(26,840)	32,126	267	5,553	-
Increase in contracts payable . . . . .	10,570	75	-	10,645	-
Increase (decrease) in accrued wages and benefits. . . . .	(9)	414	-	405	-
Increase (decrease) in intergovernmental payable . . . . .	3,415	(1,393)	-	2,022	-
Increase in compensated absences payable . . . . .	7,413	1,939	-	9,352	-
Increase in claims payable. . . . .	-	-	-	-	44,661
Net cash provided by operating activities . . . . .	<u>\$ 1,348,609</u>	<u>\$ 430,206</u>	<u>\$ 33,819</u>	<u>\$ 1,812,634</u>	<u>\$ 7,057</u>

**Non-cash capital transactions:**

During 2011, the water fund purchased capital assets on account in the amount of \$10,134.  
During 2010, the water fund purchased capital assets on account in the amount of \$1,580.

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF FIDUCIARY NET ASSETS  
FIDUCIARY FUNDS  
DECEMBER 31, 2011

	<b>Private-Purpose Trust</b>	
	<b>Scholarship</b>	<b>Agency</b>
<b>Assets:</b>		
Equity in pooled cash and cash equivalents. . . . .	\$ 228,068	\$ 1,273
Cash in segregated accounts. . . . .	-	3,585
Receivables:		
Accounts . . . . .	-	590
Accrued interest. . . . .	14	-
Total assets . . . . .	228,082	\$ 5,448
<b>Liabilities:</b>		
Due to others . . . . .	-	\$ 1,863
Undistributed monies . . . . .	-	3,585
Total liabilities. . . . .	-	\$ 5,448
<b>Net assets:</b>		
Held in trust for other purposes . . . . .	228,082	
Total net assets. . . . .	\$ 228,082	

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF COSHOCTON  
COSHOCTON COUNTY, OHIO**

STATEMENT OF CHANGES IN FIDUCIARY NET ASSETS  
FIDUCIARY FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2011

	<b>Private-Purpose Trust</b>
	<b>Scholarship</b>
<b>Additions:</b>	
Investment income . . . . .	\$ 798
Total additions . . . . .	798
<b>Deductions:</b>	
Benefits . . . . .	5,230
Total deductions . . . . .	5,230
Change in net assets . . . . .	(4,432)
<b>Net assets at beginning of year . . . . .</b>	<b>232,514</b>
<b>Net assets at end of year . . . . .</b>	<b>\$ 228,082</b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

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## CITY OF COSHOCTON, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 1 - DESCRIPTION OF THE CITY**

The City of Coshocton (the "City"), established in 1811, is a statutory municipal corporation established and operated under the laws of the State of Ohio. The City is organized as a Mayor-council form of government. Eight council members are each elected for staggered two-year terms. The Mayor is elected for a four year term.

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

The basic financial statements (BFS) of the City have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to local governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial principles. The City also applies Financial Accounting Standards Board (FASB) guidance issued on or before November 30, 1989, to its governmental and business-type activities and its proprietary funds provided it does not conflict with or contradict GASB pronouncements. The City has the option to also apply FASB guidance issued after November 30, 1989 to its business-type activities and enterprise funds, subject to this same limitation. The City has elected not to apply this FASB guidance. The City's significant accounting policies are described below.

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

For financial reporting purposes, the City's BFS include all funds, agencies, boards, commissions, and departments for which the City is financially accountable. Financial accountability, as defined by the GASB, exists if the City appoints a voting majority of an organization's Governing Board and is either able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific burdens on, the City. The City may also be financially accountable for governmental organizations with a separately elected Governing Board, a Governing Board appointed by another government, or a jointly appointed Board that is fiscally dependent on the City. The City also took into consideration other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's basic financial statements to be misleading or incomplete.

The City provides various services including fire protection and prevention, water and sewer services, street maintenance and repairs, parks and recreation, refuse collection and general administrative services. The operation of each of these activities is directly controlled by the Council through the budgetary process. None of these services are provided by a legally separate organization; therefore, these operations are included in the primary government.

Component units are legally separate organizations for which the City is financially accountable. The City is financially accountable for an organization if the City appoints a voting majority of the organization's Governing Board and (1) the City is able to significantly influence the programs or services performed or provided by the organization; or (2) the City is legally entitled to or can otherwise access the organization's resources; or (3) the City is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or (4) the City is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the City in that the City approves the budget, the issuance of debt or the levying of taxes. Based upon the application of these criteria, the City has no component units. The basic financial statements of the reporting entity include only those of the City (the primary government).

## CITY OF COSHOCTON, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

The following organizations are described due to their relationship to the City:

##### *JOINTLY GOVERNED ORGANIZATIONS*

Ohio Mid-Eastern Governments Association (OMEGA) - The City is associated with the Ohio Mid-Eastern Governments Association, which is a ten county regional council of governments comprised of Belmont, Carroll, Coshocton, Columbiana, Guernsey, Harrison, Holmes, Jefferson, Muskingum and Tuscarawas counties. OMEGA was formed to aid and assist the participating counties and political subdivisions within the counties in the application for Appalachian Regional Commission and Economic Development grant monies. OMEGA is governed by a twenty member Executive Board comprised of members appointed from each participating county and cities within each county. City membership is voluntary. The mayor of the City of Coshocton serves as the City's representative on the Board. The Board has total control over budgeting, personnel and financial matters. Each member currently pays a per capita membership fee based on the most recent United States census. During 2011, OMEGA received \$1,752 from the City of Coshocton for an annual fee. OMEGA has no outstanding debt. Information can be obtained from 326 Highland Avenue, P.O. Box 130, Cambridge, Ohio 43725.

Coshocton - Franklin Joint Economic Development District (District) - The City of Coshocton has entered into a contractual agreement effective January 10, 2005 with Franklin Township to facilitate economic development to create or preserve jobs and employment opportunities and to improve the economic welfare of the people of the State of Ohio, Coshocton County, the City, the Township and the District. The District is administered by a three to five member Board of Directors consisting of one member representing the City, one member representing the Township and appointed by the Township Trustees, one member who is a business owner in the District representing the business owners in the District, one member who is a person employed within the District and one member selected by unanimous vote of all members appointed at the time. The City nor the Township have any fixed financial obligation set aside for administrative costs and expenses of the Board. The City is responsible for basic administrative costs of the Board. The Board of Directors has entered into an agreement to administer, collect and enforce the income tax on behalf of the District with the City of Coshocton and the City Income Tax Commissioner. Upon termination of the contractual agreement, any property, assets and obligations of the District shall be divided equally between the parties, except that any items of infrastructure constructed by or for anybody shall be retained by that party.

Coshocton - Tuscarawas Joint Economic Development District (District) - The City of Coshocton has entered into a contractual agreement effective January 12, 2005 with Tuscarawas Township to facilitate economic development to create or preserve jobs and employment opportunities and to improve the economic welfare of the people of the State of Ohio, Coshocton County, the City, the Township and the District. The District is administered by a three to five member Board of Directors consisting of one member representing the City, one member representing the Township, one member who is a business owner in the District representing the business owners in the District, one member who is a person employed within the District, and one member selected by unanimous vote of all members appointed at the time. The City nor the Township have any fixed financial obligation set aside for administrative costs and expenses of the Board. The City is responsible for basic administrative costs of the Board. The Board of Directors has entered into an agreement to administer, collect and enforce the income tax on behalf of the District with the City of Coshocton and City Income Tax Commissioner. Upon termination of the contractual agreement, any property, assets and obligations of the District shall be divided equally between the parties, except that any items of infrastructure constructed by or for anybody shall be retained by that party.

## CITY OF COSHOCTON, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

##### *PUBLIC ENTITY RISK POOL*

The City participates in the Ohio Government Risk Management Plan (OGRMP), an insurance purchasing pool for commercial insurance, as established under Section 2744.08 of the Ohio Revised Code. The Board of Directors is responsible for collecting premiums, making payments to insurance agents, making payments to insurance companies, depositing appropriate amounts into OGRMP accounts and reimbursing Board members for their expenses. The Board of Directors consists of eleven members elected from the participants.

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

The City's BFS consists of government-wide statements, including a statement of net assets and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

***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 activities of the internal service fund are eliminated to avoid "doubling up" revenues and expenses. The statements distinguish between those activities of the City that are governmental and those that are considered business-type activities.

The statement of net assets presents the financial condition of the governmental and business-type activities of the City at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the City's governmental activities and for the business-type activities of the City. 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, grants and contributions that are restricted to meeting the operational or capital requirements of a particular program and interest earned on grants that is required to be used to support 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 business segment or governmental functions are self-financing or draw from the general revenues of the City.

***Fund Financial Statements*** - During the year, the City segregates transactions related to certain City 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 City at this more detailed level. The focus of governmental and enterprise fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. The internal service fund is presented in a single column on the face of the proprietary fund financial statements. Fiduciary funds are reported by type.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operation. The principal operating revenues of the City's proprietary funds are charges for sales and services. Operating expenses for the enterprise fund include personnel and other expenses related to sewer, water and refuse operations and operating expenses for the internal service fund include claims and administrative expenses. All revenues and expenses not meeting these definitions are reported as nonoperating revenues and expenses.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

**C. Fund Accounting**

The City uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. There are three categories of funds: governmental, proprietary and fiduciary.

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

*General fund* - The general fund is used to account for and report all financial resources not accounted for and reported in another fund. The general fund balance is available for any purpose provided it is expended or transferred according to the general laws of Ohio.

*Fire fund* - The fire fund accounts for income tax monies collected and used for general fire operations.

*Street fund* - The street fund accounts for all transactions relating to street maintenance and construction.

Other governmental funds of the City are used to account for (a) financial resources that are restricted or committed to expenditures for capital outlays including the acquisition or construction of capital facilities and other capital assets, and (b) specific revenue sources that are restricted or committed to an expenditure for specified purposes other than debt service or capital projects.

***Proprietary Funds*** - Proprietary fund reporting focuses on changes in net assets, financial position and cash flows. Proprietary funds are classified as either enterprise or internal service.

*Enterprise funds* - The enterprise funds may be used to account for any activity for which a fee is charged to external users for goods or services. The following are the City's major enterprise funds:

*Water fund* - This fund accounts for the provision of water treatment and distribution to its residential and commercial users located within the City.

*Sewer fund* - This fund accounts for the provision of sanitary sewer service to the residents and commercial users located within the City.

*Solid waste fund* - This fund accounts for the operations of providing refuse removal to the residents and commercial users located within the City.

## CITY OF COSHOCTON, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)

*Internal service fund* - The internal service fund accounts for the financing of services provided by one department or agency to other departments or agencies of the City on a cost-reimbursement basis. The City's internal service fund reports the operations of employee health insurance.

*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. Trust funds are used to account for assets held by the City under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the City's own programs. The City's only trust fund is a private-purpose trust which accounts for the Bachert Trust. The City's agency funds account for monies held for other governments and undistributed assets. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The City has three agency funds that are used to account for state patrol, bid bonds and court activity.

#### D. Measurement Focus and Basis of Accounting

*Government-wide Financial Statements* - The government-wide financial statements are prepared using the economic resources measurement focus. All assets and all liabilities associated with the operation of the City are included on the statement of net assets.

*Fund Financial Statements* - All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the financial statements for governmental funds.

Like the government-wide statements, all proprietary funds are accounted for on a flow of economic resources measurement focus. All assets and all liabilities associated with the operation of these funds are included on the statement of net assets. The statement of changes in fund net assets presents increases (i.e., revenues) and decreases (i.e., expenses) in total net assets. The statement of cash flows provides information about how the City finances and meets the cash flow needs of its proprietary activities.

The private-purpose trust fund is reported using the economic resources measurement focus. Agency funds do not report a measurement focus as they do not report operations.

#### E. Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Proprietary and fiduciary funds also use the accrual basis of accounting. Differences in the accrual and modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue and in the presentation of expenses versus expenditures.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

*Revenues - Exchange and Nonexchange Transactions* - Revenues resulting from exchange transactions, in which each party gives and receives essentially equal value, are recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available. Available means that the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For the City, available means expected to be received within thirty-one days of year end.

Nonexchange transactions, in which the City receives value without directly giving equal value in return, include income taxes, property taxes, grants, entitlements and donations. On an accrual basis, revenue from income taxes is recognized in the period in which the income is earned (See Note 8). Revenue from property taxes is recognized in the year for which the taxes are levied (See Note 6). Revenue from grants, entitlements and donations is recognized in the year in which all eligibility requirements have been satisfied. 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 specified purpose, and expenditure requirements, in which the resources are provided to the City on a reimbursement basis. On a modified accrual basis, revenue from nonexchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered to be both measurable and available at year end: income tax, State-levied locally shared taxes (including gasoline tax, local government funds and permissive tax), fines and forfeitures, fees and special assessments.

*Unearned Revenue and Deferred Revenue* - Unearned revenue and deferred revenue arise when assets are recognized before revenue recognition criteria have been satisfied.

Property taxes for which there is an enforceable legal claim as of December 31, 2011, but which were levied to finance year 2012 operations, and other revenues received in advance of the year for which they were intended to finance, have been recorded as unearned revenue. Income taxes and special assessments not received within the available period, grants and entitlements received before the eligibility requirements are met, and delinquent property taxes due at December 31, 2011, are recorded as deferred revenue on the governmental fund financial statements.

On governmental fund financial statements, receivables that will not be collected within the available period have been reported as deferred revenue.

*Expenses/Expenditures* - On the accrual basis of accounting, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized in governmental funds.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

**F. Budgetary Data**

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 appropriations resolution, 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 required to be budgeted and appropriated. The legal level of budgetary control is at the object level within each department for all funds. Budgetary modifications may only be made by resolution of the City Council at the legal level of control.

***Tax Budget*** - During the first Council meeting in July, the Mayor presents the following year's annual operating budget 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.

***Estimated Resources*** - The County Budget Commission determines if the budget substantiates a need to levy all or part of previously authorized taxes and reviews estimated revenue. The Commission certifies its actions to the City by September 1. As part of this certification, the City receives the official certificate of estimated resources, which states the projected revenue of each fund. Prior to December 31, the City must revise its budget so that the total contemplated expenditures from any fund during the ensuing 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 appropriations measure. On or about January 1, the certificate of estimated resources is amended to include encumbered cash balances at December 31 of the preceding year. The certificate may be further amended during the year if the Finance Director determines, and the Budget Commission agrees, that estimates need to be either increased or decreased. The amounts reported on the budgetary statement reflect the amounts in the final amended official certificate of estimated resources issued during 2011.

***Appropriations*** - A temporary appropriation ordinance to control expenditures may be passed on or about January 1 of each year for the period January 1 to March 31. An annual appropriation ordinance must be passed by April 1 of each year for the period January 1 to December 31. The appropriation ordinance fixes spending authority at the fund, department and object level. 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. The appropriations for a fund may only be modified during the year by an ordinance of Council. The amounts on the budgetary statement reflect the final appropriation amounts, including all amendments and modifications legally enacted by Council.

***Lapsing of Appropriations*** - At the close of each year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriations. Encumbrances are carried forward and are not reappropriated as part of the subsequent year appropriations.

**CITY OF COSHOCTON, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

**G. Cash and Cash Equivalents**

To improve cash management, cash received by the City is pooled. Monies for all funds, including proprietary funds, are maintained in this pool. Individual fund integrity is maintained through the City's records. Each fund's interest in the pool is presented as "equity in pooled cash and cash equivalents" on the financial statements.

During 2011, investments were limited to non-negotiable certificates of deposit which are reported at cost.

Investment procedures are restricted by the provisions of the Ohio Revised Code. Interest revenue credited to the general fund during 2011 amount to \$16,432 which includes \$15,728 assigned from other City funds.

The City has segregated bank accounts for monies held separate from the City's central bank account. These non-interest bearing depository accounts are presented in the financial statements as "cash in segregated accounts" since they are not required to be deposited into the City treasury.

For purposes of the statement of cash flows and for presentation on the statement of net assets, all investments are considered to be cash equivalents.

An analysis of the City's investment account at year end is provided in Note 4.

**H. Inventories of Materials and Supplies**

On government-wide financial statements, purchased inventories are presented at the lower of cost or market and donated commodities are presented at their entitlement value. Inventories are recorded on a first-in, first-out basis and are expensed when used.

On fund financial statements, inventories of governmental funds have been calculated by averaging the inventory of prior years and have been stated at cost while inventories of proprietary funds are stated at the lower of cost or market. For all funds, cost is determined on a first-in, first-out basis. Consistent with prior years, the inventory in the governmental funds consists of expendable supplies held for consumption. The cost of inventory items is recorded as an expenditure in the governmental fund types when purchased. Inventories of the proprietary funds are expensed when used.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

**I. Capital Assets**

General capital assets are those assets not specifically related to activities reported in the proprietary funds. These assets generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net assets, but are not reported in the fund financial statements. Capital assets utilized by the proprietary funds are reported both in the business-type activities column of the government-wide statement of net assets and in the respective funds.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The City maintains a capitalization threshold of \$5,000. The City's infrastructure consists of storm sewers, streets, and water and sewer lines. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not. Interest incurred during the construction of capital assets is also capitalized for business-type activities.

All reported capital assets are depreciated except for land. Improvements are depreciated over the remaining useful lives of the related capital assets. Useful lives for infrastructure were estimated based on the City's historical records of necessary improvements and replacement. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Governmental Activities Estimated Lives</u>	<u>Business-type Activities Estimated Lives</u>
Land improvements	10 - 20 years	10 - 20 years
Buildings and improvements	30 - 50 years	30 - 50 years
Furniture and equipment	5 - 20 years	5 - 20 years
Vehicles	8 - 10 years	8 - 10 years
Infrastructure	20 years	10 - 20 years

**J. Compensated Absences**

Compensated absences of the City consist of vacation leave and sick leave to the extent that payment to the employee for these absences are attributable to services already rendered and are not contingent on a specific event that is outside the control of the City and the employee.

In conformity with GASB Statement No. 16, "Accounting for Compensated Absences", vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the City will compensate the employees for the benefits through paid time off or some other means. Sick leave benefits are accrued as a liability using the vesting method. The liability is based on the sick leave accumulated at December 31 by those employees who are currently eligible to receive termination payments and by those employees for whom it is probable they will become eligible to receive termination benefits in the future.

## CITY OF COSHOCTON, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### **NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

The total liability for vacation and sick leave payments has been calculated using pay rates in effect at the balance sheet date, and reduced to the maximum payment allowed by labor contract and/or statute, plus applicable additional salary related payments. City employees are granted vacation and sick leave in varying amounts. In the event of termination, an employee is reimbursed for accumulated vacation and sick leave at various rates.

The entire compensated absence liability is reported on the government-wide financial statements.

On governmental fund financial statements, compensated absences are recognized as liabilities and expenditures to the extent payments come due each period upon the occurrence of employee resignations and retirements. These amounts are recorded in the account "compensated absences payable" in the fund from which the employees who have accumulated leave are paid. The noncurrent portion of the liability is not reported. For proprietary funds, the entire amount of compensated absences is reported as a fund liability.

#### **K. Accrued Liabilities and Long-Term Obligations**

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements, and all payables, accrued liabilities and long-term obligations payable from proprietary funds are reported on the proprietary fund financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of the funds. However, claims and judgments and compensated absences that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment during the current year.

#### **L. Interfund Balances**

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as "interfund receivables/payables". On fund financial statements, long-term interfund loans are classified as "advances to/from other funds" on the financial statements and are equally offset by a fund balance reserve account which indicates that they do not constitute available expendable resources. These amounts are eliminated in the governmental and business-type activities columns of the statement of net assets, except for any net residual amounts due between governmental and business-type activities, which are presented as internal balances. The internal balance reported on the financial statements relates to the consolidation of the internal service fund with governmental activities.

#### **M. Fund Balance**

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

*Nonspendable* - The nonspendable fund balance classification includes amounts that cannot be spent because they are not in spendable form or legally required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash. It also includes the long-term amount of loans receivable.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

*Restricted* - Fund balance is reported as restricted when constraints are placed on the use of resources that are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation.

*Committed* - The committed fund balance classification includes amounts that can be used only for the specific purposes imposed by a formal action (ordinance) of City Council (the highest level of decision making authority). Those committed amounts cannot be used for any other purpose unless City Council removes or changes the specified use by taking the same type of action (ordinance) it employed to previously commit those amounts. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

*Assigned* - Amounts in the assigned fund balance classification are intended to be used by the City for specific purposes, but do not meet the criteria to be classified as restricted nor committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the general fund, assigned amounts represent intended uses established by policies of City Council, which includes giving the City Auditor the authority to constrain monies for intended purposes.

*Unassigned* - Unassigned fund balance is the residual classification for the general fund and includes all spendable amounts not contained in the other classifications. In other governmental funds, the unassigned classification is only used to report a deficit fund balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

The City applies restricted resources first when expenditures are incurred for purposes for which restricted and unrestricted (committed, assigned, and unassigned) fund balance is available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

**N. Estimates**

The preparation of the BFS in conformity with GAAP requires management to make estimates and assumptions that affect the amounts reported in the BFS and accompanying notes. Actual results may differ from those estimates.

**O. 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 borrowing used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. Net assets restricted for other purposes consist primarily of permissive motor vehicle license tax, municipal court special projects and the joint economic development district.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - (Continued)**

The City applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net assets are available. As of December 31, 2011, net assets restricted by enabling legislation were \$4,079 on the statement of net assets.

**P. Bond Issuance Cost and Accounting Loss**

Bond issuance costs are deferred and amortized over the term of the bonds using the straight-line method. Unamortized bond issuance costs are reported as a separate line item on the statement of net assets.

For advance refundings resulting in the defeasance of debt reported in the government-wide financial statements and in the proprietary funds, the difference between the reacquisition price and the net carrying amount of the old debt is deferred and amortized as a component of interest expense. This accounting gain or loss is amortized over the remaining life of the old debt or the life of the new debt, whichever is shorter, and is presented as an addition to or reduction from the face amount of the new debt.

**Q. Extraordinary and Special Items**

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the City Council and that are either unusual in nature or infrequent in occurrence. During 2011, the City experienced an extraordinary item because projects associated with a Community Development Block Grant (CDBG) agreement failed to meet national objectives. The Ohio Department of Development's Office of Community Development (OCD) required the City to repay \$400,000 of the CDBG funds. The City reported a long term liability in the amount of \$400,000 associated with this grant repayment (see Note 12).

**NOTE 3 - ACCOUNTABILITY AND COMPLIANCE**

**A. Change in Accounting Principles**

For 2011, the City has implemented GASB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions", and GASB Statement No. 59, "Financial Instruments Omnibus".

GASB Statement No. 54 establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. GASB Statement No. 54 also clarifies the definitions of governmental fund types.

GASB Statement No. 59 updates and improves guidance for financial reporting and disclosure requirements of certain financial instruments and external investment pools. The implementation of GASB Statement No. 59 did not have an effect on the financial statements of the City.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 3 - ACCOUNTABILITY AND COMPLIANCE - (Continued)**

**B. Budgetary Prior Period Adjustment**

In prior years certain funds that are legally budgeted in separate special revenue funds were considered part of the general fund on a budgetary basis. The City has elected to report only the legally budgeted general fund in the budgetary statement; therefore, a restatement to the beginning budgetary balance is required. The restatement of the general fund's budgetary-basis fund balance at December 31, 2011 is as follows:

	<u>General Fund</u>
Balance at December 31, 2010	\$ 78,549
Funds budgeted elsewhere	<u>(2,306)</u>
Restated balance at January 1, 2011	<u>\$ 76,243</u>

**C. Deficit Net Assets**

At December 31, 2011, the health insurance internal service fund reported deficit net assets in the amount of \$127,485. Management is currently analyzing the operations of this fund to determine appropriate action to alleviate the deficit.

**NOTE 4 - DEPOSITS AND INVESTMENTS**

State statutes classify monies held by the City into three categories.

Active deposits are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the City treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits that the City Council has identified as not required for use within the current five year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit or by savings or deposit accounts including passbook accounts.

Interim monies to be deposited or invested in the following securities:

1. 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 and interest by the United States;

## CITY OF COSHOCTON, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 4 - DEPOSITS AND INVESTMENTS - (Continued)

2. 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;
3. 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;
4. Bonds and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in items 1 or 2 above and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasurer's investment pool, STAR Ohio;
7. Certain banker's acceptance and commercial paper notes for a period not to exceed one hundred eighty days from the purchase date in an amount not to exceed twenty-five percent of the interim monies available for investment at any one time; and,
8. Under limited circumstances, corporate debt interests rated in either of the two highest classifications by at least two nationally recognized rating agencies.

Protection of the City's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the Treasurer by the financial institution or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

Investments in stripped principal or interest obligations, reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the City, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the City Auditor or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

#### **A. Cash in Segregated Accounts**

At December 31, 2011, \$3,585 was deposited in a segregated account for the City's Municipal Court. This amount is excluded from the internal cash pool and is reported on the statement of fiduciary net assets as "cash in segregated accounts".

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 4 - DEPOSITS AND INVESTMENTS - (Continued)**

**B. Deposits with Financial Institutions**

At December 31, 2011, the carrying amount of all City deposits was \$6,326,423. Based on the criteria described in GASB Statement No. 40, “Deposits and Investment Risk Disclosures”, as of December 31, 2011, \$3,304,733 of the City’s bank balance of \$6,357,113 was exposed to custodial risk as discussed below, while \$3,052,380 was covered by the FDIC.

Custodial credit risk is the risk that, in the event of bank failure, the City’s deposits may not be returned. All deposits are collateralized with eligible securities in amounts equal to at least 105% of the carrying value of the deposits. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at Federal Reserve Banks, or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the City. The City has no deposit policy for custodial credit risk beyond the requirements of State statute. Although the securities were held by the pledging institutions’ trust department and all statutory requirements for the deposit of money had been followed, noncompliance with federal requirements could potentially subject the City to a successful claim by the FDIC.

**C. Investments**

The City had no investments at December 31, 2011.

**D. Reconciliation of Cash and Investments to the Statement of Net Assets**

The following is a reconciliation of cash and investments as reported in the note above to cash and investments as reported on the statement of net assets as of December 31, 2011:

<u>Cash and investments per note</u>	
Carrying amount of deposits	\$ 6,326,423
Cash in segregated accounts	<u>3,585</u>
Total	<u>\$ 6,330,008</u>
 <u>Cash and investments per statement of net assets</u>	
Governmental activities	\$ 2,580,972
Business type activities	3,516,110
Private-purpose trust fund	228,068
Agency funds	<u>4,858</u>
Total	<u>\$ 6,330,008</u>

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 5 - INTERFUND ACTIVITY**

Due from/to other funds consisted of the following at December 31, 2011, as reported on the fund financial statements:

<u>Receivable fund</u>	<u>Payable fund</u>	<u>Amount</u>
General fund	Nonmajor governmental funds	\$ 11,263
Fire fund	Nonmajor governmental funds	<u>4,424</u>
Total		<u>\$ 15,687</u>

Amounts due from/to other funds between governmental funds are eliminated on the government-wide financial statements.

**NOTE 6 - PROPERTY TAXES**

Property taxes include amounts levied against all real and public utility property located in the City. Taxes collected from real property taxes (other than public utility) in one calendar year are levied in the preceding calendar year on the assessed value as of January 1 of that preceding year, the lien date. Assessed values are established by the County Auditor at 35 percent of appraised market value. All property is required to be revalued every six years. Real property taxes are payable annually or semi-annually. If paid annually, 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.

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. Public utility tangible personal property is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2011 public utility property taxes became a lien December 31, 2010, are levied after October 1, 2011, and are collected in 2012 with real property taxes. Public utility property taxes are payable on the same dates as real property taxes described previously.

The County Treasurer collects property taxes on behalf of all taxing districts in the County, including the City of Coshocton. The County Auditor periodically remits to the City its portion of the taxes collected. Property taxes receivable represents real property taxes, public utility taxes, delinquent tangible personal property taxes and other outstanding delinquencies which are measurable as of December 31, 2011 and for which there is an enforceable legal claim. In the governmental funds, the current portion receivable has been offset by unearned revenue since the current taxes were not levied to finance 2011 operations and the collection of delinquent taxes has been offset by deferred revenue since the collection of the taxes during the available period is not subject to reasonable estimation. On a full accrual basis, collectible delinquent property taxes have been recorded as a receivable and revenue while on a modified accrual basis the revenue is deferred.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 6 - PROPERTY TAXES - (Continued)**

The full tax rate for all City operations for the year ended December 31, 2011 was \$2.80 per \$1,000 of assessed value. The assessed values of real and public utility property upon which 2011 property tax receipts were based are as follows:

Real property tax	\$ 170,967,780
Public utility tangible personal property	<u>6,095,880</u>
Total assessed value	<u>\$ 177,063,660</u>

**NOTE 7 - RECEIVABLES**

Receivables at December 31, 2011, consisted of taxes, accounts (billings for user charged services), accrued interest, special assessments and intergovernmental receivables arising from grants, entitlements, and shared revenue. All intergovernmental receivables have been classified as "due from other governments" on the BFS. Receivables have been recorded to the extent that they are measurable at December 31, 2011.

A summary of the principal items of receivables reported on the statement of net assets follows:

**Governmental activities:**

Income taxes	\$ 915,704
Real and other local taxes	491,468
Accounts	51,039
Accrued interest	1,808
Special assessments	3,455
Due from other governments	467,478

**Business-type activities:**

Accounts	851,707
Special assessments	24,466
Notes receivable	387,157

Receivables have been disaggregated on the face of the BFS. The only receivables not expected to be collected within the subsequent year are the special assessments which are collected over the life of the assessment and notes receivable. The amount of delinquent special assessments at December 31, 2011 was \$27,921.

**NOTE 8 - MUNICIPAL INCOME TAXES**

The City levies a municipal income tax of one and a half percent on all net profits and all salaries, wages commissions and other compensation earned within the City as well as on incomes of residents earned outside of the City. In the latter case, the City allows a credit of 100 percent of the tax paid to another municipality to a maximum of the total amount assessed.

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

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 8 - MUNICIPAL INCOME TAXES - (Continued)**

Income tax revenues are received by the general fund, fire fund, street fund and the following nonmajor governmental funds: JEDD fund, fire capital projects fund, capital improvement fund, street debt fund and the retirement payouts fund.

**NOTE 9 - LODGING TAX**

On February 27, 2006 City Council passed a 3% lodging tax. This allows the City to tax all transactions by which lodging in a hotel, motel, rooming house and other lodging accommodations are furnished to transit guests. 80% of the revenues from this tax are restricted to the Coshocton County Convention and Visitors Bureau while the remaining 20% of collections remains in the general fund.

**NOTE 10 - CAPITAL ASSETS**

A. Governmental activities capital asset activity for the year ended December 31, 2011, was as follows:

<b><u>Governmental activities:</u></b>	<u>Balance</u> <u>12/31/10</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>12/31/11</u>
<i>Capital assets, not being depreciated:</i>				
Land	\$ 1,059,518	\$ -	\$ -	\$ 1,059,518
Total capital assets, not being depreciated	<u>1,059,518</u>	<u>-</u>	<u>-</u>	<u>1,059,518</u>
<i>Capital assets, being depreciated:</i>				
Land improvements	75,043	-	-	75,043
Buildings and improvements	3,033,003	-	-	3,033,003
Furniture and equipment	924,125	-	-	924,125
Vehicles	2,713,712	61,479	(10,500)	2,764,691
Infrastructure	<u>7,794,758</u>	<u>-</u>	<u>-</u>	<u>7,794,758</u>
Total capital assets, being depreciated	<u>14,540,641</u>	<u>61,479</u>	<u>(10,500)</u>	<u>14,591,620</u>
<i>Less: accumulated depreciation:</i>				
Land improvements	(15,613)	(3,001)	-	(18,614)
Buildings and improvements	(1,455,780)	(78,261)	-	(1,534,041)
Furniture and equipment	(781,346)	(31,374)	-	(812,720)
Vehicles	(1,271,603)	(201,259)	10,500	(1,462,362)
Infrastructure	<u>(5,764,350)</u>	<u>(317,900)</u>	<u>-</u>	<u>(6,082,250)</u>
Total accumulated depreciation	<u>(9,288,692)</u>	<u>(631,795)</u>	<u>10,500</u>	<u>(9,909,987)</u>
Total capital assets, being depreciated, net	<u>5,251,949</u>	<u>(570,316)</u>	<u>-</u>	<u>4,681,633</u>
Governmental activities capital assets, net	<u>\$ 6,311,467</u>	<u>\$(570,316)</u>	<u>\$ -</u>	<u>\$ 5,741,151</u>

**CITY OF COSHOCTON, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011**

**NOTE 10 - CAPITAL ASSETS - (Continued)**

Depreciation expense was charged to governmental activities as follows:

**Governmental activities:**

General government	\$ 24,972
Security of persons and property	242,960
Public health and welfare	2,665
Transportation	344,453
Leisure time activity	<u>16,745</u>
Total depreciation expense - governmental activities	<u>\$ 631,795</u>

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**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 10 - CAPITAL ASSETS - (Continued)**

**B.** Business-type activities capital asset activity for the year ended December 31, 2011, was as follows:

<b><u>Business-type activities:</u></b>	<u>Balance</u> <u>12/31/10</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance</u> <u>12/31/11</u>
<i>Capital assets, not being depreciated:</i>				
Land	\$ 591,950	\$ -	\$ -	\$ 591,950
Total capital assets, not being depreciated	<u>591,950</u>	<u>-</u>	<u>-</u>	<u>591,950</u>
<i>Capital assets, being depreciated:</i>				
Land improvements	63,177	-	-	63,177
Buildings and improvements	10,290,847	-	-	10,290,847
Furniture and equipment	9,541,199	-	-	9,541,199
Vehicles	497,692	45,247	(38,165)	504,774
Infrastructure	<u>18,203,692</u>	<u>-</u>	<u>-</u>	<u>18,203,692</u>
Total capital assets, being depreciated	<u>38,596,607</u>	<u>45,247</u>	<u>(38,165)</u>	<u>38,603,689</u>
<i>Less: accumulated depreciation:</i>				
Land improvements	(45,506)	(3,124)	-	(48,630)
Buildings and improvements	(3,700,071)	(243,806)	-	(3,943,877)
Furniture and equipment	(3,765,118)	(275,080)	-	(4,040,198)
Vehicles	(347,761)	(23,030)	30,099	(340,692)
Infrastructure	<u>(11,114,795)</u>	<u>(413,064)</u>	<u>-</u>	<u>(11,527,859)</u>
Total accumulated depreciation	<u>(18,973,251)</u>	<u>(958,104)</u>	<u>30,099</u>	<u>(19,901,256)</u>
Total capital assets, being depreciated, net	<u>19,623,356</u>	<u>(912,857)</u>	<u>(8,066)</u>	<u>18,702,433</u>
Business-type activities capital assets, net	<u>\$ 20,215,306</u>	<u>\$ (912,857)</u>	<u>\$ (8,066)</u>	<u>\$ 19,294,383</u>

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 10 - CAPITAL ASSETS - (Continued)**

Depreciation expense was charged to the enterprise funds:

**Business-type activities:**

Water		\$ 605,651	
Sewer		352,453	<u>          </u>
Total depreciation expense - business-type activities		\$ 958,104	<u>          </u>

**NOTE 11 - OTHER EMPLOYEE BENEFITS - COMPENSATED ABSENCES**

The criteria for determining vacation and sick leave benefits are derived from negotiated agreements and State laws. Employees earn ten to thirty days of vacation per year, depending upon length of service. Earned, unused vacation time is paid upon termination of employment. Employees earn sick leave at different rates depending upon length of service and type of employment. Sick leave accrual is continuous, without limit. Upon retirement or death, an employee can be paid a maximum of 960 hours, 720 hours or 480 hours of accumulated, unused sick leave depending on the policy or union agreement the employee is under. As of December 31, 2011, the liability for unpaid compensated absences was \$946,670 for the entire City, which is reported as a fund liability and/or on the government-wide financial statements as applicable.

**NOTE 12 - LONG-TERM OBLIGATIONS**

During 2011, the following changes occurred in the City's long-term obligations:

	Balance		Balance	Amounts
<b><u>Governmental activities:</u></b>	<u>12/31/10</u>	<u>Additions</u>	<u>12/31/11</u>	<u>Due in</u>
		<u>Reductions</u>		<u>One Year</u>
Compensated absences	\$ 684,323	\$ 90,196	\$ (117,050)	\$ 657,469
OPWC - South Second Street				\$ 127,292
Roadway improvements	<u>232,103</u>	<u>-</u>	<u>(12,216)</u>	<u>219,887</u>
Total other long-term obligations	<u>\$ 916,426</u>	<u>\$ 90,196</u>	<u>\$ (129,266)</u>	<u>\$ 877,356</u>
				<u>\$ 151,724</u>

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 12 - LONG-TERM OBLIGATIONS - (Continued)**

Improvements to the City's South Second Street were financed by an Ohio Public Works Commission (OPWC) loan. This loan has a 0% interest rate and matures July 1, 2020. At December 31, 2011, the City's future annual principal payments were as follows:

<u>Year Ending December 31,</u>	<u>Principal</u>
2012	\$ 24,432
2013	24,432
2014	24,432
2015	24,432
2016	24,432
2017 - 2020	<u>97,727</u>
Total	<u>\$ 219,887</u>

The loan is payable in semi-annual installments and during the current year was paid from the 7 ½ state route fund (a nonmajor governmental fund) and from the motor vehicle license fund (a nonmajor governmental fund).

	<u>Balance 12/31/10</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance 12/31/11</u>	<u>Amounts Due in One Year</u>
<b><u>Business-type activities:</u></b>					
<u>Revenue Bonds</u>					
2001 Sewer System Improvement 3.25% to 4.25%	\$ 505,000	\$ -	\$ (250,000)	\$ 255,000	\$ 255,000
Deferred charges on refunding	<u>(26,396)</u>	<u>13,198</u>	<u>-</u>	<u>(13,198)</u>	<u>(13,198)</u>
Total - revenue bonds	<u>478,604</u>	<u>13,198</u>	<u>(250,000)</u>	<u>241,802</u>	<u>241,802</u>
<u>OWDA loans</u>					
OWDA loan 3.5%	7,900,371	-	(402,326)	7,498,045	402,326
OWDA loan 3%	<u>7,492,885</u>	<u>-</u>	<u>-</u>	<u>7,492,885</u>	<u>-</u>
Total OWDA loans	<u>15,393,256</u>	<u>-</u>	<u>(402,326)</u>	<u>14,990,930</u>	<u>402,326</u>
<u>Other long-term obligations</u>					
Grant repayment	-	400,000	-	400,000	50,000
Compensated absences	<u>279,849</u>	<u>38,954</u>	<u>(29,602)</u>	<u>289,201</u>	<u>48,377</u>
Total other long-term obligations	<u>279,849</u>	<u>438,954</u>	<u>(29,602)</u>	<u>689,201</u>	<u>98,377</u>
Total business-type activities long-term obligations	<u>\$ 16,151,709</u>	<u>\$ 452,152</u>	<u>\$ (681,928)</u>	<u>\$ 15,921,933</u>	<u>\$ 742,505</u>

The sewer revenue bonds are being paid from operating revenues collected and receipted into the sewer enterprise fund.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 12 - LONG-TERM OBLIGATIONS - (Continued)**

Compensated absences are reported in the statement of net assets and will be paid from the fund from which the employee’s salaries are paid which will primarily be the general fund, street fund, home health fund (a nonmajor governmental fund), sewer fund and water fund.

During 2006 and 2007 the City received funds associated with the Community Development Block Grant (CDBG) Economic Development Grant Agreement A-E-06-2BB-1 and Appalachian Regional Commission (ARC) Grant Agreement A-P-07-2BB-1. Because the project associated with these Grant Agreements failed to meet a national objective, the City was required to repay a portion of the CDBG funds. Payments are being made from the City’s sewer fund. The payment schedule is as follows:

Year Ending	Grant Repayment		
	Principal	Interest	Total
December 31,			
2012	\$ 50,000	\$ -	\$ 50,000
2013	350,000	-	350,000
Total	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ 400,000</u>

On September 1, 2001, the City issued \$2,570,000 in sewer system refunding bonds, Series 2001, with an average interest rate of 3.67 percent to advance refund \$2,325,000 of outstanding Series 1992 bonds with an average interest rate of 6.3 percent. The net proceeds of \$2,483,386 (after payment of \$78,014 in underwriting fees and \$8,600 for bond insurance premium) were used to purchase U.S. Government securities. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the Series 1992 bonds. As a result, the Series 1992 bonds are considered to be defeased and the liability for those bonds has been removed from the sewer system fund. In December 2002, the refunded bonds were paid in full by the irrevocable trust.

The City has pledged future sewer customer revenues, net of specified operating expenses, to repay \$2,570,000 in Series 2001 sewer system refunding revenue bonds. Proceeds of the sewer system refunding revenue bonds were used to refund the outstanding balance of previously issued Series 1992 sewer system revenue bonds. The Series 2001 sewer system refunding revenue bonds are payable solely from sewer customer net revenues and are payable through 2012. Annual principal and interest payments on the bonds are expected to require less than 77.32 percent of net revenues. The total principal and interest remaining to be paid on the Series 2001 sewer system refunding revenue bonds is \$255,000 and \$10,838, respectively. Principal and interest paid for the current year and total customer net revenues were \$271,150 and \$350,672, respectively.

In 2004, the City entered into a debt financing arrangement through the OWDA to fund water treatment plant improvements. The amounts due to the OWDA are payable solely from water revenues. The loan agreement functions similar to a line-of-credit agreement. At December 31, 2011, the City has outstanding borrowings of \$7,498,045. As of December 31, 2010, the future annual debt service principal and interest payments for the loan is unavailable because monies related to the project are still being disbursed and the loan is not finalized.

In 2006, the City entered into a debt financing arrangement through the OWDA to fund ethanol plant improvements. The amounts due to the OWDA are payable solely from sewer revenues. The loan agreement functions similar to a line-of-credit agreement. At December 31, 2011, the City has outstanding borrowings of \$7,492,885.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 12 - LONG-TERM OBLIGATIONS - (Continued)**

The City has pledged future water and sewer revenues to repay OWDA loans. The loans are payable solely from water and sewer fund revenues and are payable through 2025. Annual principal and interest payments on the loans are expected to require 59.84 percent of net revenues and 18.06 percent of total revenues. The total principal and interest remaining to be paid on the loans is \$16,900,976. Principal and interest paid for the current year were \$907,694, total net revenues were \$1,516,905 and total revenues were \$5,026,790.

As of December 31, 2011, the City's overall legal debt margin (the ability to issue additional amounts of general obligation bonded debt) was \$18,591,684.

Principal and interest requirements to retire the City's bonds and OWDA loans outstanding at December 31, 2011 are as follows. The 3.5% OWDA loan is currently "open" meaning the final disbursements have not been made from OWDA, therefore, future debt service requirements have not been finalized and are not presented in the schedule of future debt service below.

Year Ending December 31,	Revenue Bonds			OWDA		
	Principal	Interest	Total	Principal	Interest	Total
2012	\$ 255,000	\$ 10,838	\$ 265,838	\$ -	\$ 224,787	\$ 224,787
2013	-	-	-	-	224,787	224,787
2014	-	-	-	-	224,787	224,787
2015	-	-	-	652,931	219,926	872,857
2016	-	-	-	672,666	200,191	872,857
2017 - 2021	-	-	-	3,680,872	683,414	4,364,286
2022 - 2024	-	-	-	2,486,416	132,156	2,618,572
Total	<u>\$ 255,000</u>	<u>\$ 10,838</u>	<u>\$ 265,838</u>	<u>\$ 7,492,885</u>	<u>\$ 1,910,048</u>	<u>\$ 9,402,933</u>

**NOTE 13 - SHORT-TERM OBLIGATIONS**

A summary of the short-term note transactions for the year ended December 31, 2011, follows:

	Issue Date	Maturity Date	Outstanding 12/31/10	Issued	Retired	Outstanding 12/31/11
<b><u>Business-type activities:</u></b>						
Water Note - 3.00%	2/10/2010	2/9/2011	\$ 650,000	\$ -	\$ (650,000)	\$ -
Water Note - 3.25%	2/8/2011	2/7/2012	-	550,000	-	550,000
Total			<u>\$ 650,000</u>	<u>\$ 550,000</u>	<u>\$ (650,000)</u>	<u>\$ 550,000</u>

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 14 - RISK MANAGEMENT**

The City is exposed to various risks of loss related to torts, thefts of, damage to, and destruction of assets, errors and omissions, injuries to employees and natural disasters. During 2011, the City contracted for various types of insurance as follows:

<u>Company</u>	<u>Type</u>	<u>Coverage</u>
Rinehart, Walters, Danner & Associates	Public Officials Liability (each wrongful act)	\$ 5,000,000
	General Liability (per occurrence)	5,000,000
	Comprehensive Crime	80,000
	Commercial Inland Marine	1,877,858
	Electronic Equipment	165,523
	Electronic Media	10,000
	Employers Liability (Ohio Stop Gap)	5,000,000
	Employee Benefits (each incident)	5,000,000
	Property	56,971,703
	Automobile	5,000,000

Settled claims have not exceeded this coverage in any of the past three years. There has not been a significant reduction in coverage from the prior year.

The City, together with other government entities, participates in the Ohio Government Risk Management Plan (Plan), an insurance purchasing pool, for commercial insurance coverage. The City pays an annual premium to the Plan for its general insurance coverage. The agreement for the formation of the Plan provides that the Plan will be self-sustaining through member premiums and will insure through commercial companies to pay claims. The Plan is intended to achieve lower insurance rates for the participants. Under this Plan, the Ohio Government Risk Management’s Board of Directors contracts with Hylant Administrative Services, Inc. to act as the agent and coordinate the pool. Hylant Administrative Services, Inc. then contracts with various insurance companies to cover losses.

The City participates in the Ohio Municipal League Group Rating Plan (OML) for workers’ compensation. The intent of the OML is to achieve the benefit of a reduced premium for the participants, foster safer working environments and foster cost-effective claims management skills by virtue of its grouping and representation with other participants in the OML. The workers’ compensation experience of the participating cities is calculated as one experience and a common premium rate is applied to all cities in the OML. Each participant pays its workers’ compensation premium to the State based on the rate for the OML rather than its individual rate. Total savings are then calculated and each participant’s individual performance is compared to the overall savings of the OML. A participant will then either receive money from or be required to contribute to the “equity pooling fund.” This “equity pooling” arrangement insures that each participant shares equally in the overall performance of the OML. Participation in the OML is limited to cities that can meet the OML’s selection criteria. The firm of Gates McDonald & Company provides administrative, cost control and actuarial services to the OML.

The City manages the hospital/medical, dental and life insurance benefits for its employees on a self-insured basis through an internal service fund. A third party administrator, Aultra Administrative Services, processes and pays the claims. An excess coverage insurance (stop loss) policy covers claims in excess of \$100,000 per employee, per year.

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 14 - RISK MANAGEMENT - (Continued)**

The City’s policy for reporting a claims liability is based on the requirements GASB Statement No. 10, “Accounting and Financial Reporting for Risk Financing and Related Insurance Issues”, as amended by GASB Statement No. 30, “Risk Financing Omnibus”, which requires that a liability for unpaid claims costs, including estimates of costs relating to incurred, but not reported claims, be accrued at the estimated ultimate cost of settling the claims. As of December 31, 2011, there were \$112,796 in outstanding claims pending that are reported in the internal service fund at December 31, 2011.

<u>Year Ended</u>	<u>Beginning Balance</u>	<u>Current Year Claims</u>	<u>Claims Payments</u>	<u>Ending Balance</u>
2011	\$ 91,814	\$ 898,321	\$ (853,660)	\$ 136,475
2010	186,361	901,378	(995,925)	91,814

**NOTE 15 - PENSION PLANS**

**A. Ohio Public Employees Retirement System**

Plan Description - The City participates in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The Traditional Pension Plan is a cost-sharing, multiple-employer defined benefit pension plan. The Member-Directed 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 Member-Directed Plan, members accumulate retirement assets equal to the value of the member and vested employer contributions plus any investment earnings. The Combined Plan is a cost-sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and a defined contribution plan. Under the Combined Plan, employer contributions are invested by the retirement system to provide a formula retirement benefit similar to the Traditional Pension Plan benefit. Member contributions, whose investment is self-directed by the member, accumulate retirement assets in a manner similar to the Member-Directed Plan.

OPERS provides retirement, disability, survivor and death benefits and annual cost of living adjustments to members of the Traditional Pension and the Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report which may be obtained by visiting <https://www.opers.org/investments/cafr.shtml>, writing to OPERS, Attention: Finance Director, 277 E. Town St., Columbus, OH 43215-4642 or by calling (614) 222-5601 or (800) 222-7377.

Funding Policy - The Ohio Revised Code provides statutory authority for member and employer contributions. For 2011, member and contribution rates were consistent across all three plans. The 2011 member contribution rates were 10.00% for members. The City’s contribution rate for 2011 was 14.00% of covered payroll.

The City’s contribution rate for pension benefits for members in the Traditional Plan for 2011 was 10.00%. The City’s contribution rate for pension benefits for members in the Combined Plan for 2011 was 7.95%. The City’s required contributions for pension obligations to the Traditional Pension and Combined Plans for the years ended December 31, 2011, 2010, and 2009 were \$262,395, \$179,435, and \$221,943, respectively; 88.18% has been contributed for 2011 and 100% has been contributed for 2010 and 2009. Contributions to the member-directed plan for 2011 were \$10,307 made by the City and \$7,363 made by the plan members.

## CITY OF COSHOCTON, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2011

#### NOTE 15 - PENSION PLANS - (Continued)

##### B. Ohio Police and Fire Pension Fund

Plan Description - The City contributes to the Ohio Police and Fire Pension Fund (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. 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. That report may be obtained by writing to the OP&F, 140 East Town Street, Columbus, Ohio 43215-5164.

Funding Policy - Plan members are required to contribute 10.0% of their annual covered salary, while the City is required to contribute 19.50% and 24.00% for police officers and firefighters, respectively. Contribution rates are established by State statute. For 2011, the portion of the City's contributions to fund pension obligations was 12.75% for police officers and 17.25% for firefighters. The City's required contributions for pension obligations to OP&F for firefighters for the years ended December 31, 2011, 2010 and 2009 were \$146,346, \$153,710 and \$144,696, respectively; 70.60% has been contributed for 2011 and 100% has been contributed for 2010 and 2009.

#### NOTE 16 - POSTRETIREMENT BENEFIT PLANS

##### A. Ohio Public Employees Retirement System

Plan Description - OPERS maintains a cost-sharing multiple 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.

To qualify for post-employment health care coverage, age-and-service retirees under the Traditional Pension and Combined Plans must have ten years or more of qualifying Ohio service credit. The Ohio Revised Code 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 Ohio Revised Code.

Disclosures for the healthcare plan are presented separately in the OPERS financial report which may be obtained by visiting <https://www.opers.org/investments/cafr.shtml>, writing to OPERS, Attention: Finance Director, 277 E. Town St., Columbus, OH 43215-4642 or by calling (614) 222-5601 or (800) 222-7377.

Funding Policy - The post-employment healthcare plan was established under, and is administered in accordance with, Internal Revenue Code Section 401(h). State statute requires that public employers fund post-employment healthcare through contributions to OPERS. A portion of each employer's contribution to the Traditional or Combined Plans is set aside for the funding of post-employment health care benefits.

**CITY OF COSHOCTON, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011**

**NOTE 16 - POSTRETIREMENT BENEFIT PLANS - (Continued)**

Employer contribution rates are expressed as a percentage of the covered payroll of active employees. In 2011, local government employers contributed 14.00% of covered payroll. Each year the OPERS' Retirement Board determines the portion of the employer contribution rate that will be set aside for the funding of the postemployment health care benefits. The portion of employer contributions allocated to fund post-employment healthcare for members in the Traditional Plan for 2011 was 4.00%. The portion of employer contributions allocated to fund post-employment healthcare for members in the Combined Plan for 2011 was 6.05%.

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. Active members do not make contributions to the post-employment healthcare plan.

The City's contributions allocated to fund post-employment health care benefits for the years ended December 31, 2011, 2010, and 2009 were \$106,733, \$101,341, and \$159,055, respectively; 88.18% has been contributed for 2011 and 100% has been contributed for 2010 and 2009.

The Health Care Preservation Plan (HCPP) adopted by the OPERS Board of Trustees on September 9, 2004, was effective January 1, 2007. Member and employer contribution rates for state and local employers increased on January 1 of each year from 2006 to 2008. Rates for law and public safety employers increased over a six year period beginning on January 1, 2006, with a final rate increase on January 1, 2011. These rate increases allowed additional funds to be allocated to the health care plan.

**B. Ohio Police and Fire Pension Fund**

Plan Description - The City contributes to the OP&F Pension Fund sponsored health care program, a cost-sharing multiple-employer defined postemployment health care plan administered by OP&F. OP&F provides healthcare 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-employment health care coverage to 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 meets the definition of and Other Post Employment Benefit (OPEB) as described in GASB Statement No. 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 benefits is 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. That report may be obtained by writing to the OP&F, 140 East Town Street, Columbus, Ohio 43215-5164.

**CITY OF COSHOCTON, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011**

**NOTE 16 - POSTRETIREMENT BENEFIT PLANS - (Continued)**

Funding Policy - 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 states 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 account is for health care benefits under an Internal Revenue Code Section 115 trust and the other account is for Medicare Part B reimbursements administered as an Internal Revenue Code Section 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 into 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, 2011, 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 the 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 to OP&F which were allocated to fund post-employment healthcare benefits for the years ended December 31, 2011, 2010 and 2009 were \$57,266, \$60,148 and \$56,620, respectively; 70.60% has been contributed for 2011 and 100% has been contributed for 2010 and 2009.

**NOTE 17 - BUDGETARY BASIS OF ACCOUNTING**

While reporting financial position, results of operations, and changes in fund balance on the basis of generally accepted accounting principles (GAAP), the budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts and disbursements.

The statement of revenue, expenditures and changes in fund balance - budget and actual (non-GAAP budgetary basis) presented for the general fund, fire fund and street fund are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and the GAAP basis are that:

- (a) Revenues and other financing sources are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis);
- (b) Expenditures and other financing uses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis);

**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 17 - BUDGETARY BASIS OF ACCOUNTING - (Continued)**

- (c) In order to determine compliance with Ohio law, and to reserve that portion of the applicable appropriation, total outstanding encumbrances (budget basis) are recorded as the equivalent of an expenditure, as opposed to assigned or committed fund balance for that portion of outstanding encumbrances not already recognized as an account payable (GAAP basis); and,
- (d) Some funds are included in the general fund (GAAP basis), but have separate legally adopted budgets (budget basis).

The following table summarizes the adjustments necessary to reconcile the GAAP basis statements (as reported in the fund financial statements) to the budgetary basis statements for all governmental funds for which a budgetary basis statement is presented:

**Net Change in Fund Balance**

	<u>General fund</u>	<u>Fire fund</u>	<u>Street fund</u>
Budget basis	\$ 143,447	\$ 75,816	\$ (41,576)
Net adjustment for revenue accruals	(97,280)	8,304	6,335
Net adjustment for expenditure accruals	86,394	(55,633)	(141,925)
Funds budgeted elsewhere	4,358	-	-
Adjustment for encumbrances	<u>7,640</u>	<u>370</u>	<u>113,332</u>
GAAP basis	<u>\$ 144,559</u>	<u>\$ 28,857</u>	<u>\$ (63,834)</u>

Certain funds that are legally budgeted in separate special revenue funds are considered part of the general fund on a GAAP basis. This includes the unclaimed monies fund.

**NOTE 18 - CONTINGENCIES**

**A. Grants**

The City receives significant financial assistance from numerous federal and State agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material effect on any of the financial statements of the individual fund types included herein or on the overall financial position of the City at December 31, 2011.

**B. Litigation**

The City is currently not involved in litigation that the City's legal counsel anticipates a loss.

**CITY OF COSHOCTON, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011**

**NOTE 19 - OTHER COMMITMENTS**

The City utilizes encumbrance accounting as part of its budgetary controls. Encumbrances outstanding at year end may be reported as part of restricted, committed, or assigned classifications of fund balance. At year end, the City's commitments for encumbrances in the governmental funds were as follows:

<u>Fund</u>	Year-End <u>Encumbrances</u>
General fund	\$ 7,346
Fire fund	370
Street fund	11,827
Other governmental	<u>67,352</u>
Total	<u>\$ 86,895</u>

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**CITY OF COSHOCTON, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2011

**NOTE 20 - FUND BALANCE**

Fund balance is classified as nonspendable, restricted, committed, assigned and/or unassigned based primarily on the extent to which the City is bound to observe constraints imposed upon the use of resources in the governmental funds. The constraints placed on fund balance for the major governmental funds and all other governmental funds are presented below:

Fund balance	General	Fire Fund	Street Fund	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable:					
Materials and supplies inventory	\$ -	\$ -	\$ 51,754	\$ -	\$ 51,754
Perpetual care	-	-	-	250,000	250,000
Unclaimed monies	<u>6,664</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,664</u>
Total nonspendable	<u>6,664</u>	<u>-</u>	<u>51,754</u>	<u>250,000</u>	<u>308,418</u>
Restricted:					
Capital projects	-	-	-	439,496	439,496
Perpetual care	-	-	-	165,170	165,170
Transportation	-	-	197,061	49,173	246,234
Public safety	-	13,854	-	5,665	19,519
Public health and welfare	-	-	-	653,488	653,488
Other purposes	<u>-</u>	<u>-</u>	<u>-</u>	<u>199,134</u>	<u>199,134</u>
Total restricted	<u>-</u>	<u>13,854</u>	<u>197,061</u>	<u>1,512,126</u>	<u>1,723,041</u>
Committed:					
Capital projects	-	-	-	158,367	158,367
Other purposes	<u>-</u>	<u>-</u>	<u>-</u>	<u>91,313</u>	<u>91,313</u>
Total committed	<u>-</u>	<u>-</u>	<u>-</u>	<u>249,680</u>	<u>249,680</u>
Assigned:					
Public health and welfare	109	-	-	-	109
Other purposes	<u>7,237</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,237</u>
Total assigned	<u>7,346</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,346</u>
Unassigned	<u>386,412</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>386,412</u>
Total fund balances	<u>\$ 400,422</u>	<u>\$ 13,854</u>	<u>\$ 248,815</u>	<u>\$ 2,011,806</u>	<u>\$ 2,674,897</u>

CITY OF COSHOCTON  
COSHOCTON COUNTY

FEDERAL AWARDS RECEIPTS AND EXPENDITURES SCHEDULE  
FOR THE YEAR ENDED DECEMBER 31, 2011

<u>FEDERAL GRANTOR/ PASS THROUGH GRANTOR/ PROGRAM TITLE</u>	<u>PASS THROUGH ENTITY NUMBER</u>	<u>FEDERAL CFDA NUMBER</u>	<u>RECEIPTS</u>	<u>EXPENDITURES</u>
<b><u>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</u></b>				
<i>Passed through the Ohio Department of Development:</i>				
Community Development Block Grants/State's Program	A-C-10-2BB-1	14.228	\$ 136,016	\$ 136,016
Community Development Block Grants/State's Program	A-F-10-2BB-1	14.228	2,900	57,338
Community Development Block Grants/State's Program	A-Z-08-109-1	14.228	-	168,122
Total Community Development Block Grants/State's Program			138,916	361,476
Total Home Improvement Partnership Program	A-C-10-2BB-2	14.239	326,000	326,000
<b>Total U.S. Department of Housing and Urban Development</b>			<b>\$ 464,916</b>	<b>\$ 687,476</b>

See accompanying Notes to Federal Awards Receipts and Expenditures Schedule.

**CITY OF COSHOCTON  
COSHOCTON COUNTY**

**NOTES TO THE FEDERAL AWARDS RECEIPTS AND EXPENDITURES SCHEDULE  
FISCAL YEAR ENDED DECEMBER 31, 2011**

**NOTE A - SIGNIFICANT ACCOUNTING POLICIES**

The accompanying Federal Awards Receipts and Expenditures Schedule (the Schedule) reports the City of Coshocton's (the City's) federal award program disbursements. The Schedule has been prepared on the cash basis of accounting.



# Dave Yost • Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

City of Coshocton  
Coshocton County  
760 Chestnut Street  
Coshocton, Ohio 43812

To the Honorable Mayor and City Council:

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 City of Coshocton, Coshocton County, Ohio as of and for the year ended December 31, 2011, which collectively comprise the City's basic financial statements and have issued our report thereon dated August 13, 2012. 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 the Comptroller General of the United States' *Government Auditing Standards*.

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

In planning and performing our audit, we considered the City's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of opining on the effectiveness of the City's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the City's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or combination of internal control deficiencies resulting in more than a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and timely corrected.

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

### **Compliance and Other Matters**

As part of reasonably assuring whether the City's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect 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 an opinion. The results of our tests disclosed an instance of noncompliance or other matters we must report under *Government Auditing Standards* which is described in the accompanying Schedule of Findings as item 2011-001.

We also noted certain matters not requiring inclusion in this report that we reported to the City's management in a separate letter dated August 13, 2012.

The City's response to the finding identified in our audit is described in the accompanying Schedule of Findings. We did not audit the City's response and, accordingly, we express no opinion on it.

We intend this report solely for the information and use of management, City Council, and federal awarding agencies and pass-through entities and others within the City. We intend it for no one other than these specified parties.



**Dave Yost**  
Auditor of State

August 13, 2011



# Dave Yost • Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

City of Coshocton  
Coshocton County  
760 Chestnut Street  
Coshocton, Ohio 43812

To the Honorable Mayor and City Council:

### Compliance

We have audited the compliance of the City of Coshocton, Coshocton County, Ohio (the City) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133, Compliance Supplement* that could directly and materially affect the City of Coshocton's major federal programs for the year ended December 31, 2011. The summary of auditor's results section of the accompanying Schedule of Findings identifies the City's major federal programs. The City's management is responsible for complying with the requirements of laws, regulations, contracts, and grants applicable to each major federal program. Our responsibility is to express an opinion on the City's compliance based on our audit.

Our compliance audit followed auditing standards generally accepted in the United States of America; the standards applicable to financial audits included in the Comptroller General of the United States' *Government Auditing Standards*; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. These standards and OMB Circular A-133 require that we plan and perform the audit to reasonably assure whether noncompliance occurred with the compliance requirements referred to above that could directly and materially affect a major federal program. An audit includes examining, on a test basis, evidence about the City's compliance with these requirements and performing other procedures we considered necessary in the circumstances. We believe our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the City's compliance with these requirements.

In our opinion, the City of Coshocton complied, in all material respects, with the requirements referred to above that could directly and materially affect its major federal programs for the year ended December 31, 2011.

### Internal Control Over Compliance

The City's management is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the City's internal control over compliance with requirements that could directly and materially affect a major federal program, to determine our auditing procedures for the purpose of opining on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of opining on the effectiveness of internal control over compliance. Accordingly, we have not opined on the effectiveness of the City's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, when performing their assigned functions, to prevent, or to timely detect and correct, noncompliance with a federal program compliance requirement. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a federal program compliance requirement will not be prevented, or timely detected and corrected.

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

We noted certain matters not requiring inclusion in this report that we reported to the City's management in a separate letter dated August 13, 2012.

We intend this report solely for the information and use of the audit committee, management, City Council, others within the entity, federal awarding agencies, and pass-through entities. It is not intended for anyone other than these specified parties.



**Dave Yost**  
Auditor of State

August 13, 2011

**CITY OF COSHOCTON  
COSHOCTON COUNTY**

**SCHEDULE OF FINDINGS  
OMB CIRCULAR A -133 § .505  
DECEMBER 31, 2011**

**1. SUMMARY OF AUDITOR'S RESULTS**

<b>(d)(1)(i)</b>	<b>Type of Financial Statement Opinion</b>	Unqualified
<b>(d)(1)(ii)</b>	<b>Were there any material control weaknesses reported at the financial statement level (GAGAS)?</b>	No
<b>(d)(1)(ii)</b>	<b>Were there any significant deficiencies in internal control reported at the financial statement level (GAGAS)?</b>	No
<b>(d)(1)(iii)</b>	<b>Was there any reported material noncompliance at the financial statement level (GAGAS)?</b>	Yes
<b>(d)(1)(iv)</b>	<b>Were there any material internal control weaknesses reported for major federal programs?</b>	No
<b>(d)(1)(iv)</b>	<b>Were there any significant deficiencies in internal control reported for major federal programs?</b>	No
<b>(d)(1)(v)</b>	<b>Type of Major Programs' Compliance Opinion</b>	Unqualified
<b>(d)(1)(vi)</b>	<b>Are there any reportable findings under § .510(a)?</b>	No
<b>(d)(1)(vii)</b>	<b>Major Programs (list):</b>	#14.228 Community Development Block Grant #14.239 Home Investment Partnerships Program
<b>(d)(1)(viii)</b>	<b>Dollar Threshold: Type A/B Programs</b>	Type A: > \$ 300,000 Type B: all others
<b>(d)(1)(ix)</b>	<b>Low Risk Auditee?</b>	No

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

**1. Ohio Rev. Code Section 5705.10**

<i>Finding Number</i>	2011-001
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NONCOMPLIANCE

**Ohio Rev. Code Section 5705.10** requires that monies paid into any fund must be used only for the purposes for which such fund has been established. A negative fund balance indicates that money from one fund was used to cover the expenses of another fund.

Throughout 2011, certain funds incurred negative cash fund balances as follows:

<b>Fund</b>	<b>Variance</b>
Fund 101 - General Fund	(\$54,258) to (\$253,566)
Fund 105 - Muni. Court CCA	(1,011) to (1,507)

The City Auditor should monitor receipts and disbursements on a regular basis to help ensure a sufficient cash fund balance exists before authorizing the expenditure of funds.

**Official's Response:** Fund 105 – Municipal Court CCA fund receives grant money from the State of Ohio on a quarterly basis. Wages are split between this fund and the General Fund. The monies did not come in on a timely manner compared to the posting of wages. I have advised my staff to make sure the cash is actually in the Fund prior to posting wages.

**3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS**

None

**CITY OF COSHOCTON  
COSHOCTON COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS  
OMB CIRCULAR A -133 § .315 (b)  
DECEMBER 31, 2011**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b><i>Explain</i></b>
2010-001	Materials and Supplies Inventory – Street Fund did not perform a physical consumable inventory and the Water Fund inventory sheets were incomplete.	Yes	Finding No Longer Valid
2010-002	Ohio Rev. Code Section 5705.10, numerous funds incurred negative fund balances throughout 2010.	No	Not corrected, see Schedule of Findings Number 2011-001.

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# Dave Yost • Auditor of State

CITY OF COSHOCTON

COSHOCTON 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 13, 2012