



Dave Yost • Auditor of State



**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

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# Dave Yost • Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT

Pleasant Township  
Fairfield County  
1170 Hillbrook Dr.  
Lancaster, OH 43130

To the Board of Trustees:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Pleasant Township, Fairfield County, Ohio (the Township) as of and for the year ended December 31, 2010, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in 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. The Township processes its financial transactions with the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to audit the Township because the Auditor of State designed, developed, implemented, and as requested, operates UAN. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code § 117.11(A) mandates the Auditor of State to audit Ohio governments. We believe our audit provides a reasonable basis for our opinions.

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

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Pleasant Township, Fairfield County, Ohio, as of December 31, 2010, and the respective changes in cash financial position and the respective budgetary comparisons for the General, Road and Bridge, and Fire Operation Funds thereof for the year then ended in conformity with the basis of accounting Note 2 describes.

In accordance with *Government Auditing Standards*, we have also issued our report dated April 19, 2012, on our consideration of the Township'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.

We conducted our audit to opine on the Township's financial statements taken as a whole. Management's Discussion & Analysis includes tables of net assets, changes in net assets, and governmental activities. These tables and the Schedule provide additional information, but are not part of the basic financial statements. However these tables and the Schedule are management's responsibility, and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. These tables and the schedule were 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. Other than the aforementioned procedures applied to the tables, we applied no procedures to any other information in Management's Discussion & Analysis, and we express no opinion or any other assurance on it.



**Dave Yost**  
Auditor of State

April 19, 2012

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(UNAUDITED)**

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This discussion and analysis of Pleasant Township's (the Township) financial performance provides an overall review of the Township's financial activities for the year ended December 31, 2010, within the limitations of the Township's cash basis accounting. Readers should also review the basic financial statements and notes to enhance their understanding of the Township's financial performance.

**Financial Highlights**

Key highlights for 2010 are as follows:

General revenues accounted for \$1,496,018 in revenue or 74% of all revenues. Program specific revenues in the form of charges for services and grants accounted for \$521,268 or 26% of total revenue of \$2,017,286. Total expenses were \$1,825,227.

General receipts are primarily real estate taxes and State Local Government funds. These receipts represent respectively 68 and three percent of the total General Receipts for governmental activities during the year.

Billing for EMS runs began June 1 and annual revenue is estimated at \$100,000.

Outstanding debt decreased from \$10,000 at December 31, 2009 to zero at December 31, 2010.

A new \$378,000 Fire Rescue truck was delivered and placed in service in November of 2010.

**Using the Basic Financial Statements**

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

**Report Components**

The *Statement of Net Assets* and the *Statement of Activities* provide information about the cash activities of the Township as a whole.

Fund financial statements provide a greater level of detail. Funds are created and maintained on the financial records of the Township as a way to segregate money whose use is restricted to a particular specified purpose. These statements present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

**Basis of Accounting**

The basis of accounting is a set of guidelines that determine when financial events are recorded. The Township has elected to present its financial statements on a modified cash basis of accounting. This basis of accounting is a basis of accounting other than generally accepted accounting principles. Under the Township's cash basis of accounting, receipts and disbursements are recorded when cash is received or paid.

As a result of using the cash basis of accounting, certain assets and their related revenues (such as accounts receivable) and certain liabilities and their related expenses (such as accounts payable) are not recorded in the financial statements. Therefore, when reviewing the financial information and discussion within this report, the reader must keep in mind the limitations resulting from the use of the cash basis of accounting.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(UNAUDITED)**

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**Reporting Pleasant Township as a Whole**

The *Statement of Net Assets* and *Statement of Activities* reflect how the Township did financially during 2010, within the limitations of cash basis accounting. The *Statement of Net Assets* presents the cash balances and investments of the governmental type activities of the Township at year end. The *Statement of Activities* compares cash disbursements with program receipts for each governmental. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational requirements of a particular program. General receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function or business-type activity draws from the Township's general receipts.

These statements report the Township's cash position and the changes in cash position. Keeping in mind the limitations of the cash basis of accounting, you can think of these changes as one way to measure the Township's financial health. Over time, increases or decreases in the Township's cash position is one indicator of whether the Township's financial health is improving or deteriorating. When evaluating the Township's financial condition, you should also consider other nonfinancial factors as well such as the Township's property tax base, the extent of the Township's debt obligations, the reliance on non-local financial resources for operations and the need for continued growth in the major local revenue source, property taxes.

The *Statement of Net Assets* and *Statement of Activities* present governmental activities which include all the Township's services. The Township has no business-type activities.

**Reporting Pleasant Township's Most Significant Funds**

Fund financial statements provide detailed information about the Township's major funds – not the Township as a whole. The Township establishes separate funds to better manage its many activities and to help demonstrate that money that is restricted as to how it may be used is being spent for the intended purpose. The funds of the Township are all governmental funds.

Governmental Funds - The governmental fund financial statements provide a detailed view of the Township's governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent to finance the Township's programs. The Township's significant governmental funds are presented on the financial statements in separate columns. The information for non-major funds (funds whose activity or balances are not large enough to warrant separate reporting) is combined and presented in total in a single column. The Township's major governmental funds are the General Fund, Road & Bridge Fund, and the Fire Operations Fund. The programs reported in governmental funds are the same as those reported in the governmental activities section of the entity-wide statements.

**Pleasant Township as a Whole**

Table 1 provides a summary of the Pleasant Township's net assets for 2010 compared to 2009 on a cash basis:



**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(UNAUDITED)**

(Table 1)  
**Net Assets**

	Governmental Activities		Change
	2010	2009	2009 to 2010
<b>Assets</b>			
Cash and Cash Equivalents	\$ 2,855,656	\$ 2,663,598	\$ 192,058
Total Assets	<u>2,855,656</u>	<u>2,663,598</u>	<u>192,058</u>
<b>Net Assets</b>			
Restricted for:			
Capital Outlay	50,000	105,056	(55,056)
Other Purposes	1,624,888	1,723,394	(98,506)
Unrestricted	1,180,769	835,148	345,621
Total Net Assets	<u>\$ 2,855,657</u>	<u>\$ 2,663,598</u>	<u>\$ 192,059</u>

Net assets of governmental activities increased \$192,059 or 7.2% during 2010. One-third of this increase was due to record estate tax receipts that exceeded estimates by \$326,000. The balance was about evenly split between the Road & Bridge and Fire Funds, where expenses were less than anticipated.

Table 2 shows the changes in net assets in 2010 compared to changes in net assets in 2009.

Program receipts represent 26 percent of total receipts and are primarily comprised of restricted intergovernmental receipts such as motor vehicle license fees, gas tax money and zoning permits.

General receipts represent 74 percent of the Township's total receipts, and of this amount, over 68 percent are property and other local taxes. State and federal grants and entitlements amount to 27 percent of the Township's general receipts. Other receipts are either insignificant or unpredictable revenue sources and comprise the balance of general receipts.

Disbursements for General Government represent the overhead costs of running the Township and the support services provided for the other Township activities. These include the costs of Trustees, the Fiscal Officer and Zoning Inspector, as well as all non-fire department fringe benefits and insurance.

Public Safety is the cost of fire protection; Public Health Services is the Township assessment for the cost of the County Health Department; and Public Works is the cost of maintaining the roads.

**Governmental Activities**

If you look at the *Statement of Activities*, you will see that the first column lists the major services provided by the Township. The next column identifies the costs of providing these services. The major program disbursements for governmental activities are for Public Works (Road Maintenance) and Public Safety (Fire Department), which account for 23 and 43 percent of all governmental disbursements, respectively. General government also represents a significant cost, about 8 percent. The next three columns of the Statement entitled Program Cash Receipts identify amounts paid by people who are directly charged for the service and grants received by the Township that must be used to provide a specific service. The Net Receipt (Disbursement) column compares the program receipts to the cost of the service. This "net cost" amount represents the cost of the service which ends up being paid from money provided by local taxpayers. These net costs are paid from the general receipts which are presented at the bottom of the Statement. A comparison between the total cost of services and the net cost is presented in Table 3.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(UNAUDITED)**

(Table 2)

**Changes in Net Assets**

	Governmental Activities 2010	Governmental Activities 2009	Change 2009 to 2010
Receipts:			
Program Receipts:			
Charges for Services and Sales	\$86,950	\$34,438	52,512
Operating Grants and Contributions	434,318	144,031	290,287
<b>Total Program Receipts</b>	<b>521,268</b>	<b>178,469</b>	<b>342,799</b>
General Receipts:			
Property and Other Local Taxes	1,015,114	1,022,582	(7,468)
Grants and Entitlements Not Restricted to Specific Programs	399,174	529,348	(130,174)
Sale of Fixed Assets	0	45,102	(45,102)
Cable Franchise Fees	51,679	47,937	3,742
Interest	9,556	17,676	(8,120)
Miscellaneous	20,495	2,276	18,219
<b>Total General Receipts</b>	<b>1,496,018</b>	<b>1,664,921</b>	<b>(168,903)</b>
<b>Total Receipts</b>	<b>2,017,286</b>	<b>1,843,390</b>	<b>173,896</b>
Disbursements:			
General Government	146,033	143,250	2,783
Public Safety	780,394	721,825	58,569
Public Health Services	30,011	30,038	(27)
Public Works	415,423	403,279	12,144
Capital Outlay	443,195	33,723	409,472
Principal Retirement	10,000	20,000	(10,000)
Interest and Fiscal Charges	171	962	(791)
<b>Total Disbursements</b>	<b>1,825,227</b>	<b>1,353,077</b>	<b>472,150</b>
 Increase (Decrease) in Net Assets	 192,059	 490,313	 (298,254)
 Net Assets, January 1	 2,663,598	 2,173,284	 490,314
<b>Net Assets, December 31</b>	<b>\$2,855,657</b>	<b>\$2,663,597</b>	<b>\$192,060</b>

(Table 3)

**Governmental Activities**

	Total Cost Of Services 2010	Net Cost of Services 2010	Total Cost Of Services 2009	Net Cost of Services 2009
General Government	\$146,033	\$131,953	\$143,250	\$129,945
Public Safety	780,394	479,823	721,825	695,982
Public Health Services	30,011	30,011	30,038	30,038
Public Works	415,423	208,806	403,279	263,958
Capital Outlay	443,195	443,195	33,723	33,723
Principal Retirement	10,000	10,000	20,000	20,000
Interest and Fiscal Charges	171	171	962	962
<b>Total Expenses</b>	<b>\$1,825,227</b>	<b>\$1,303,959</b>	<b>\$1,353,077</b>	<b>\$1,174,608</b>

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(UNAUDITED)**

The dependence upon property tax receipts is apparent as 50 percent of governmental activities are supported through these general receipts.

**The Township's Funds**

Total governmental funds had receipts of \$2,017,286 and disbursements of \$1,825,227. The greatest change within governmental funds occurred within the General Fund. The fund balance of the General Fund increased \$345,314 as the result of substantial estate tax collections.

**General Fund Budgeting Highlights**

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

The difference between final budgeted receipts and actual receipts was due to substantially increased revenue from collection of estate taxes. Final disbursements were budgeted at \$224,630 and \$1,250,064 while actual disbursements were \$171,145 and \$1,119,377 in the General and Fire Operations fund respectively.

**Capital Assets and Debt Administration**

The Township does not currently report its capital assets and infrastructure and has no plans to implement any capital asset inventory system. At December 31, 2010, the Township's outstanding debt was zero, following final payment on the Community Room Loan on June 1, 2010. For further information regarding the Township's debt, refer to Note 9 to the basic financial statements.

(Table 4)			
<b>Outstanding Debt at December 31</b>			
	Governmental Activities 2010	Governmental Activities 2009	Change 2009 to 2010
Community Room Construction Notes - 2005	\$0	\$10,000	\$ (10,000)

**Current Issues**

The Township has not yet been significantly affected by National and State economic problems and the property tax has maintained a relatively stable revenue base. The primary impact has been on investment income. Federal Reserve action to maintain low interest rates has reduced investment income by 46% compared to 2009. A decline in housing and development has resulted in a substantial drop in Zoning permits. The Zoning Fund operated at a loss in 2010 and a full recovery is not expected in 2012.

**Contacting the Township's Financial Management**

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the Township's finances and to reflect the Township's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to James M. Snyder, Fiscal Officer, Pleasant Township, 3005 Lancaster-Thornville Road NE, Lancaster, Ohio 43130.

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PLEASANT TOWNSHIP  
FAIRFIELD COUNTY

STATEMENT OF NET ASSETS - CASH BASIS  
DECEMBER 31, 2010

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	Governmental Activities
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	<u>\$ 2,855,656.55</u>
<i>Total Assets</i>	<u>2,855,656.55</u>
<b>Net Assets</b>	
Restricted for:	
Capital Projects	50,000.00
Other Purposes	1,624,888.27
Unrestricted	<u>1,180,768.28</u>
<i>Total Net Assets</i>	<u>\$ 2,855,656.55</u>

See accompanying notes to the basic financial statements

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**STATEMENT OF ACTIVITIES - CASH BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Program Cash Receipts</u>			Net (Disbursements) Receipts and Changes in Net Assets
	<u>Cash Disbursements</u>	<u>Charges for Services and Sales</u>	<u>Operating Grants, Contributions &amp; Interest</u>	<u>Governmental Activities</u>
<b>Governmental Activities</b>				
General Government	\$ 146,032.71	\$ 14,080.00	\$ -	\$ (131,952.71)
Public Safety	780,394.53	51,491.07	249,080.35	(479,823.11)
Public Works	415,422.86	21,378.73	185,237.80	(208,806.33)
Health	30,010.90	-	-	(30,010.90)
Capital Outlay	443,194.82	-	-	(443,194.82)
Debt Service:				
Principal Retirement	10,000.00	-	-	(10,000.00)
Interest and Fiscal Charges	171.17	-	-	(171.17)
<i>Total Governmental Activities</i>	<u>1,825,226.99</u>	<u>86,949.80</u>	<u>434,318.15</u>	<u>(1,303,959.04)</u>
		<b>General Receipts</b>		
		Property Taxes		\$1,014,694.90
		Other Taxes		419.10
		Grants and Entitlements not Restricted to S		399,173.62
		Cable Franchise Fees		51,678.61
		Earnings on Investments		9,556.26
		Miscellaneous		20,495.51
		<i>Total General Receipts</i>		<u>1,496,018</u>
		Change in Net Assets		192,058.96
		<i>Net Assets Beginning of Year</i>		<u>2,663,597.59</u>
		<i>Net Assets End of Year</i>		<u>\$ 2,855,656.55</u>

See accompanying notes to the basic financial statements

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**STATEMENT OF CASH BASIS ASSETS AND FUND BALANCES  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2010**

	<u>General</u>	<u>Road and Bridge Fund</u>	<u>Fire Operations Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Assets</b>					
Equity in Pooled Cash and Cash Equivalents	\$ 1,180,768.28	\$ 684,773.13	\$ 809,350.68	\$ 180,764.46	\$ 2,855,656.55
<i>Total Assets</i>	<u>1,180,768.28</u>	<u>684,773.13</u>	<u>809,350.68</u>	<u>180,764.46</u>	<u>2,855,656.55</u>
<b>Fund Balances</b>					
Reserved:					
Reserved for Encumbrances	306.28	7,580.42	842.91	1,797.56	10,527.17
Unreserved:					
Undesignated (Deficit), Reported in:					
General Fund	1,180,462.00	-	-	-	1,180,462.00
Special Revenue Funds	-	677,192.71	808,507.77	128,966.90	1,614,667.38
Capital Projects Funds	-	-	-	50,000.00	50,000.00
<i>Total Fund Balances</i>	<u>\$ 1,180,768.28</u>	<u>\$ 684,773.13</u>	<u>\$ 809,350.68</u>	<u>\$ 180,764.46</u>	<u>\$ 2,855,656.55</u>

See accompanying notes to the basic financial statements

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BASIS FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	General	Road and Bridge Fund	Fire Operations Fund	Other Governmental Funds	Total Governmental Funds
<b>Receipts</b>					
Property and Other Local Taxes	\$ 51,196.43	\$ 266,658.78	\$ 697,258.79	\$ 21,378.73	\$ 1,036,492.73
Charges for Services	-	-	51,491.07	-	51,491.07
Licenses, Permits and Fees	51,678.61	-	-	9,880.00	61,558.61
Intergovernmental	399,173.62	66,206.81	160,542.69	206,953.97	832,877.09
Earnings on Investments	9,556.26	-	-	614.68	10,170.94
Other	4,853.92	8,242.55	11,419.04	180.00	24,695.51
<i>Total Receipts</i>	<u>516,458.84</u>	<u>341,108.14</u>	<u>920,711.59</u>	<u>239,007.38</u>	<u>2,017,285.95</u>
<b>Disbursements</b>					
Current:					
General Government	130,656.60	-	-	15,376.11	146,032.71
Public Safety	-	-	780,394.53	-	780,394.53
Public Works	-	251,550.67	-	163,872.19	415,422.86
Health	30,010.90	-	-	-	30,010.90
Capital Outlay	-	-	338,139.09	105,055.73	443,194.82
Debt Service:					
Principal Retirement	10,000.00	-	-	-	10,000.00
Interest and Fiscal Charges	171.17	-	-	-	171.17
<i>Total Disbursements</i>	<u>170,838.67</u>	<u>251,550.67</u>	<u>1,118,533.62</u>	<u>284,304.03</u>	<u>1,825,226.99</u>
<i>Excess of Receipts Over Disbursements</i>	<u>345,620.17</u>	<u>89,557.47</u>	<u>(197,822.03)</u>	<u>(45,296.65)</u>	<u>192,058.96</u>
<b>Other Financing Sources (Uses)</b>					
Transfers In	-	-	88,537.66	50,000.00	138,537.66
Transfers Out	-	-	(50,000.00)	(88,537.66)	(138,537.66)
<i>Total Other Financing Sources (Uses)</i>	<u>-</u>	<u>-</u>	<u>38,537.66</u>	<u>(38,537.66)</u>	<u>-</u>
<i>Net Change in Fund Balances</i>	345,620.17	89,557.47	(159,284.37)	(83,834.31)	192,058.96
<i>Fund Balances Beginning of Year</i>	<u>835,148.11</u>	<u>595,215.66</u>	<u>968,635.05</u>	<u>264,598.77</u>	<u>2,663,597.59</u>
<i>Fund Balances End of Year</i>	<u>\$ 1,180,768.28</u>	<u>\$ 684,773.13</u>	<u>\$ 809,350.68</u>	<u>\$ 180,764.46</u>	<u>\$ 2,855,656.55</u>

See accompanying notes to the basic financial statements



**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES  
IN FUND BALANCE - BUDGET AND ACTUAL - BUDGET BASIS  
GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget Positive (Negative)
<b>Receipts</b>				
Property and Other Local Taxes	\$ 48,000.00	\$ 48,000.00	\$ 51,196.43	\$ 3,196.43
Licenses, Permits and Fees	45,000.00	45,000.00	51,678.61	6,678.61
Intergovernmental	69,024.00	69,024.00	399,173.62	330,149.62
Interest	14,000.00	14,000.00	9,556.26	(4,443.74)
Other	3,000.00	3,000.00	4,853.92	1,853.92
<i>Total receipts</i>	<u>179,024.00</u>	<u>179,024.00</u>	<u>516,458.84</u>	<u>337,434.84</u>
<b>Disbursements</b>				
Current:				
General Government	168,419.00	176,419.00	130,962.88	45,456.12
Public Works	1,000.00	1,000.00	-	1,000.00
Health	32,010.90	32,010.90	30,010.90	2,000.00
Capital Outlay	5,000.00	5,000.00	-	5,000.00
Principal Retirement	10,000.00	10,000.00	10,000.00	-
Interest and Fiscal Charges	200.00	200.00	171.17	28.83
<i>Total Disbursements</i>	<u>216,629.90</u>	<u>224,629.90</u>	<u>171,144.95</u>	<u>53,484.95</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>(37,605.90)</u>	<u>(45,605.90)</u>	<u>345,313.89</u>	<u>390,919.79</u>
<b>Other Financing Sources (Uses)</b>				
Transfers Out	(200,000.00)	(193,000.00)	-	193,000.00
<i>Net Change in Fund Balance</i>	(237,605.90)	(238,605.90)	345,313.89	583,919.79
<i>Fund Balance Beginning of Year</i>	835,063.11	835,063.11	835,063.11	-
Prior Year Encumbrances Appropriated	85.00	85.00	85.00	-
<i>Fund Balance End of Year</i>	<u>\$ 597,542.21</u>	<u>\$ 596,542.21</u>	<u>\$ 1,180,462.00</u>	<u>\$ 583,919.79</u>

See accompanying notes to the basic financial statements

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES  
IN FUND BALANCE - BUDGET AND ACTUAL - BUDGET BASIS  
ROAD AND BRIDGE FUND  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
<b>Receipts</b>				
Property and Other Local Taxes	\$ 261,000.00	\$ 261,000.00	\$ 266,658.78	\$ 5,658.78
Intergovernmental	72,100.00	72,100.00	66,206.81	(5,893.19)
Other	-	-	8,242.55	8,242.55
<i>Total receipts</i>	<u>333,100.00</u>	<u>333,100.00</u>	<u>341,108.14</u>	<u>8,008.14</u>
<b>Disbursements</b>				
Current:				
Public Works	327,571.52	337,571.52	259,131.09	78,440.43
Capital Outlay	25,000.00	15,000.00	-	15,000.00
<i>Total Disbursements</i>	<u>352,571.52</u>	<u>352,571.52</u>	<u>259,131.09</u>	<u>93,440.43</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>(19,471.52)</u>	<u>(19,471.52)</u>	<u>81,977.05</u>	<u>101,448.57</u>
<i>Net Change in Fund Balance</i>	(19,471.52)	(19,471.52)	81,977.05	101,448.57
<i>Fund Balance Beginning of Year</i>	594,144.14	594,144.14	594,144.14	-
Prior Year Encumbrances Appropriated	<u>1,071.52</u>	<u>1,071.52</u>	<u>1,071.52</u>	-
<i>Fund Balance End of Year</i>	<u>\$ 575,744.14</u>	<u>\$ 575,744.14</u>	<u>\$ 677,192.71</u>	<u>\$ 101,448.57</u>

See accompanying notes to the basic financial statements

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES  
IN FUND BALANCE - BUDGET AND ACTUAL - BUDGET BASIS  
FIRE OPERATIONS FUND  
FOR THE YEAR ENDED DECEMBER 31, 2010**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
<b>Receipts</b>				
Property and Other Local Taxes	\$ 679,000.00	\$ 679,000.00	\$ 697,258.79	\$ 18,258.79
Charges for Services	50,000.00	50,000.00	51,491.07	1,491.07
Intergovernmental	154,200.00	154,200.00	160,542.69	6,342.69
Other	5,000.00	5,000.00	11,419.04	6,419.04
<i>Total receipts</i>	<u>888,200.00</u>	<u>888,200.00</u>	<u>920,711.59</u>	<u>32,511.59</u>
<b>Disbursements</b>				
Current:				
Public Safety	878,946.31	897,946.31	781,237.44	116,708.87
Capital Outlay	312,118.00	352,118.00	338,139.09	13,978.91
<i>Total Disbursements</i>	<u>1,191,064.31</u>	<u>1,250,064.31</u>	<u>1,119,376.53</u>	<u>130,687.78</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>(302,864.31)</u>	<u>(361,864.31)</u>	<u>(198,664.94)</u>	<u>163,199.37</u>
<b>Other Financing Sources (Uses)</b>				
Transfers In	282,224.00	282,224.00	88,537.66	(193,686.34)
Transfers Out	(50,000.00)	(50,000.00)	(50,000.00)	-
<i>Total Other Financing Sources (Uses)</i>	<u>232,224.00</u>	<u>232,224.00</u>	<u>38,537.66</u>	<u>(193,686.34)</u>
<i>Net Change in Fund Balance</i>	(70,640.31)	(129,640.31)	(160,127.28)	(30,486.97)
<i>Fund Balance Beginning of Year</i>	964,921.74	964,921.74	964,921.74	-
Prior Year Encumbrances Appropriated	3,713.31	3,713.31	3,713.31	-
<i>Fund Balance End of Year</i>	<u>\$ 897,994.74</u>	<u>\$ 838,994.74</u>	<u>\$ 808,507.77</u>	<u>\$ (30,486.97)</u>

See accompanying notes to the basic financial statements

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**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010**

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**Note 1 – Reporting Entity**

Pleasant Township, Fairfield County, Ohio (the Township), is a body politic and corporate established in 1804 to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Township is directed by a publicly elected three-member Board of Trustees. The Township also has an elected Township Fiscal Officer.

**A. Primary Government**

The primary government consists of all funds, departments, boards and agencies that are not legally separate from the Township. The Township provides general government services, fire/EMS services, and maintenance of Township roads, bridges and cemeteries. Police protection is provided by the Fairfield County Sheriff.

**B. Component Units**

Component units are legally separate organizations for which the Township is financially accountable. The Township is financially accountable for an organization if the Township appoints a voting majority of the organization's governing board and (1) the Township is able to significantly influence the programs or services performed or provided by the organization; or (2) the Township is legally entitled to or can otherwise access the organization's resources; the Township is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide support to, the organization; or the Township is obligated for the debt of the organization. The Township is also financially accountable for any organizations that are fiscally dependent on the Township in that the Township approves their budget, the issuance of their debt or the levying of their taxes. Component units also include legally separate, tax-exempt entities whose resources are for the direct benefit of the Township, are accessible to the Township and are significant in amount to the Township.

Pleasant Township has no component units to report.

**C. Jointly Governed Organizations and Public Entity Risk Pools**

A jointly governed organization is a regional government or other multi-governmental arrangement that is governed by representatives from each of the governments that create the organization, but that is not a joint venture because the participants do not retain an ongoing financial interest. The Township participates in the Fairfield County Regional Planning Commission, a forty-eight member board.

The Township participates in one public entity risk pool. This organization is the Ohio Township Association Risk Management Authority (OTARMA), a risk sharing pool available to Ohio Townships. OTARMA provides property, casualty and liability coverage. Note 6 to the financial statements provides additional information for this entity.

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

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 2 – Summary of Significant Accounting Policies**

As discussed further in Note 2.C, these financial statements are presented on a cash basis of accounting. This cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. In the government-wide financial statements, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied, to the extent they are applicable to the cash basis of accounting, unless those pronouncements conflict with or contradict GASB pronouncements, in which case GASB prevails. Following are the more significant of the Township's accounting policies.

**A. Basis of Presentation**

The Township's basic financial statements consist of government-wide financial 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 Township as a whole. These statements include the financial activities of the primary government. The statements consist solely of those activities of the Township that are governmental. Governmental activities generally are financed through taxes, intergovernmental receipts or other nonexchange transactions.

The *Statement of Net Assets* presents the cash balance of the governmental activities of the Township at year end. The *Statement of Activities* compares disbursements with program receipts for each of the Township's governmental activities. Disbursements are reported by function. A function is a group of related activities designed to accomplish a major service or regulatory program for which the Township is responsible. Program receipts include charges paid by the recipient of the program's goods or services, grants and contributions restricted to meeting the operational or capital requirements of a particular program and receipts of interest earned on grants that is required to be used to support a particular program. General receipts are all receipts not classified as program receipts, with certain limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which each governmental function is self-financing on a cash basis or draws from the Township's general receipts.

**Fund Financial Statements**

During the year, the Township segregates transactions related to certain Township functions or activities in separate funds to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Township at this more detailed level. The focus of governmental 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.

**B. Fund Accounting**

The Township uses fund accounting to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. Funds are used to segregate resources that are restricted as to use. The Township has only governmental funds.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 2 – Summary of Significant Accounting Policies (Continued)**

**B. Fund Accounting (Continued)**

**Governmental Funds**

The Township classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other nonexchange transactions as governmental funds. The Township's major governmental funds are the General, Road & Bridge and Fire Operation Funds. The General Fund is used to account for all financial resources, except those required to be accounted for in another fund. The General Fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio.

The other governmental funds of the Township account for grants and other resources whose use is restricted to a particular purpose.

**C. Basis of Accounting**

The Township's financial statements are prepared using the cash basis of accounting. Except for modifications having substantial support, receipts are recorded in the Township's financial records and reported in the financial statements when cash is received rather than when earned and disbursements are recorded when cash is paid rather than when a liability is incurred. Any such modifications made by the Township are described in the appropriate section in this note.

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

**D. Budgetary Process**

All funds, except agency funds, are legally required to be budgeted and appropriated. 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 tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amount the Township may appropriate.

The appropriations resolution is the Township's authorization to spend resources and sets limits on disbursements plus encumbrances at the level of control selected by the Township. The legal level of control has been established at the fund level for all funds.

The certificate of estimated resources may be amended during the year if significant projected increases or decreases in receipts are identified by the Township Fiscal Officer. The amounts reported as the original budgeted amounts on the budgetary statements reflect the amounts on the certificate of estimated resources when the original appropriations were adopted. The amounts reported as the final budgeted amounts on the budgetary statements reflect the amounts on the amended certificated of estimated resources in effect at the time final appropriations were passed by the Township.

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

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 2 – Summary of Significant Accounting Policies (Continued)**

**E. Cash and Investments**

To improve cash management, cash received by the Township is pooled and invested. Individual fund integrity is maintained through Township records. Each Fund's interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents".

Investments of the cash management pool and investments with an original maturity of three months or less at the time of purchase are presented on the financial statements as cash equivalents. Investments with an initial maturity of more than three months that were not purchased from the pool are reported as investments. Investments are reported as assets. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains or losses at the time of sale are recorded as receipts or negative receipts (contra revenue), respectively.

During 2010, the Township's investments were limited to Certificates of Deposit and STAR Ohio, both of which are reported as cash equivalents.

STAR Ohio is an investment pool, managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on December 31, 2010.

Interest earnings are allocated to Township funds according to State statutes, grant requirements, or debt related restrictions. Interest receipts credited to the General Fund during 2010 were \$9,556.

**F. Restricted Assets**

Cash, cash equivalents and investments are reported as restricted when limitations on their use change the nature or normal understanding of their use. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments, or imposed by law through constitutional provisions or enabling legislation. The Township had no restricted assets in 2010.

**G. Inventory and Prepaid Items**

The Township reports disbursements for inventories and prepaid items when paid. These items are not reflected as assets in the accompanying financial statements.

**H. Capital Assets**

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

**I. Accumulated Leave**

In certain circumstances, such as upon leaving employment or retirement, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the Township's cash basis of accounting.



**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 2 – Summary of Significant Accounting Policies (Continued)**

J. Employer Contributions to Cost-Sharing Pension Plans

The Township recognizes the disbursement for employer contributions to cost-sharing pension plans when they are paid. As described in Notes 7 and 8, the employer contributions include portions for pension benefits and for postretirement health care benefits.

K. Long-Term Obligations

The Township's cash basis financial statements do not report liabilities for bonds or other long-term obligations. Proceeds of debt are reported when the cash is received and principal and interest payments are reported when paid.

L. Net Assets

Net assets are reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. Net assets restricted for other purposes include resources restricted for highways (Motor Vehicle License, Gasoline Tax, Permissive License Tax and Road & Bridge Funds) and Public Safety.

The Township's policy is to first apply restricted resources when an obligation is incurred for purposes for which both restricted and unrestricted net assets are available.

M. Fund Balance Reserves

The Township reserves any portion of fund balances which is not available for appropriation or which is legally segregated for a specific future use. Unreserved fund balance indicates that portion of fund balance which is available for appropriation in future periods.

N. Interfund Transactions

Exchange transactions between funds are reported as receipts in the seller funds and as disbursements in the purchaser funds. Subsidies from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after nonoperating receipts/disbursements in proprietary funds. Repayments from funds responsible for particular disbursements to the funds that initially paid for them are not presented in the financial statements.

**Note 3 – Budgetary Basis of Accounting**

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements, and encumbrances. The *Statement of Receipts, Disbursements and Changes in Fund Balance – Budget and Actual – Budgetary Basis* presented for the General, Road & Bridge and Fire Operation Funds are prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget. The difference between the budgetary basis and the cash basis is outstanding year end encumbrances and are treated as disbursements (budgetary basis) rather than as a reservation of fund balance (modified cash basis). For major funds, the encumbrances outstanding at year end (budgetary basis) amounted to \$306 for the General Fund, \$7,580 for the Road & Bridge Fund, and \$843 for the Fire Operation Fund.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 4 – Deposits and Investments**

Monies held by the Township are classified by State statute into three categories.

Active monies are public monies determined to be necessary to meet current demands upon the Township treasury. Active monies must be maintained either as cash in the Township 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 Trustees have 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 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 held by the Township can be deposited or invested in the following securities:

1. United States Treasury bills, bonds, notes, 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;
2. Bonds, notes, debentures, or any other obligation or security 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 the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least 2 percent and be marked to market daily, and the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio or Ohio local governments;
5. Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;
6. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
7. The State Treasurer's investment pool (STAR Ohio).

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 Township, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 4 – Deposits and Investments (Continued)**

At year end, the Township had no undeposited cash on hand.

**A. Deposits**

At year-end, the Township's bank balance was \$2,119,211. Of the bank balance:

1. \$250,000 was covered by Federal Deposit Insurance.
2. \$1,869,211 was uninsured and uncollateralized. Although collateral for the securities was held by the pledging financial institution trust department in the Township's name and all statutory requirements for the deposit of money had been followed, non-compliance with Federal requirements would potentially subject the Township to a successful claim by the FDIC.

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

**B. Investments**

The Township has chosen to not adopt a written investment policy and, therefore, limits investments to certificates of deposit, savings account, no-load money market mutual funds and STAR Ohio as permitted by ORC 135.14.

STAR Ohio carries a rating of AAAM by Standard and Poor's. The Township has no investment policy dealing with investment credit risk beyond the requirements in state statutes. Ohio law requires that STAR Ohio maintain the highest rating provided by at least one nationally recognized standard rating service. The Township had \$415,221 on deposit with STAR Ohio at year end.

**Note 5 – Property Taxes**

Property taxes include amounts levied against all real property, public utility property, and tangible personal property located in the Township. Real property tax receipts received in 2010 represent the collection of 2009 taxes. Real property taxes received in 2010 were levied after October 1, 2009, on the assessed values as of January 1, 2009, the lien date. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value. Real property taxes are payable annually or semiannually. If paid annually, payment is due December 31; if paid semiannually, the first payment is due December 31, with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility property tax receipts received in 2010 represent the collection of 2009 taxes. Public utility real and tangible personal property taxes received in 2010 became a lien on December 31, 2009, were levied after October 1, 2009, and are collected with real property taxes. Public utility real property is assessed at 35 percent of true value; public utility tangible personal property is currently assessed at varying percentages of true value.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 5 – Property Taxes (Continued)**

Tangible personal property tax receipts received in 2010 (other than public utility property) represent the collection of 2010 taxes. Tangible personal property taxes received in 2010 were levied after October 1, 2009, on the true value as of December 31, 2009. Tangible personal property is currently assessed at 25 percent of true value for capital assets and 23 percent for inventory. Amounts paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semiannually. If paid annually, the first payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by September 20.

The full tax rate for all Township operations for the year ended December 31, 2010, was \$9.10 per \$1,000 of assessed value. The assessed values of real property, public utility property, and tangible personal property upon which 2010 property tax receipts were based are as follows (including the Village of Pleasantville):

Real Property	
Residential	\$118,611,150
Agriculture	12,022,510
Commercial/Industrial/Mineral	4,126,900
Public Utility Property	
Real	15,060
Personal	6,913,720
Tangible Personal Property	155,690
Total Assessed Value	<u>\$141,845,030</u>

**Note 6 – Risk Management**

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

The Township insures against injuries to employees through the Ohio Bureau of Worker's Compensation.

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty coverage for its members. American Risk Pooling Consultants, Inc. (ARPCO), a division of York Insurance Services Group, Inc. (York), functions as the administrator of OTARMA and provides underwriting, claims, loss control, risk management, and reinsurance services for OTARMA. OTARMA is a member of the American Public Entity Excess Pool (APEEP), which is also administered by ARPCO. Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

Casualty and Property Coverage

APEEP provides OTARMA with an excess risk-sharing program. Under this arrangement, OTARMA retains insured risks up to an amount specified in the contracts. At December 31, 2010, OTARMA retained \$350,000 for casualty claims and \$150,000 for property claims.

The aforementioned casualty and property reinsurance agreement does not discharge OTARMA's primary liability for claims payments on covered losses. Claims exceeding coverage limits are the obligation of the respective government.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

**Note 6 – Risk Management (Continued)**

Financial Position

OTARMA’s financial statements (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2010 and 2009 (the latest information available):

	<u>2010</u>	<u>2009</u>
Assets	\$35,855,252	\$38,982,088
Liabilities	(10,664,724)	(12,880,766)
Net Assets	<u>\$25,190,528</u>	<u>\$26,101,322</u>

At December 31, 2010 and 2009, respectively, the liabilities above include approximately \$9.9 and \$12.0 million of estimated incurred claims payable. The assets above also include approximately \$9.5 and \$11.5 million of unpaid claims to be billed to approximately 940 member governments in the future, as of December 31, 2010 and 2009, respectively. These amounts will be included in future contributions from members when the related claims are due for payment. As of December 31, 2010, the Township’s share of these unpaid claims collectible in future years is approximately \$12,921.

Based on discussions with OTARMA, the expected rates OTARMA charges to compute member contributions, which are used to pay claims as they become due, are not expected to change significantly from those used to determine the historical contributions detailed below. By contract, the annual liability of each member is limited to the amount of financial contributions required to be made to OTARMA for each year of membership.

<u>Contributions to OTARMA</u>	
<u>2010</u>	<u>2009</u>
\$17,462.00	\$12,719.00

After one year of membership, a member may withdraw on the anniversary of the date of joining OTARMA, if the member notifies OTARMA in writing 60 days prior to the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year’s contribution. Withdrawing members have no other future obligation to the pool. Also upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim occurred or was reported prior to the withdrawal.

**Note 7 – Pension Plans**

A. Ohio Public Employees Retirement System

The Township participates in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans:

The Traditional Pension Plan - A cost-sharing, multiple-employer defined benefit pension plan.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 7 – Pension Plans (Continued)**

**A. Ohio Public Employees Retirement System (Continued)**

The Member-Directed Plan - A defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20 percent 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 - A cost-sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan. Under the combined plan, OPERS invests employer contributions to provide a formula retirement benefit similar in nature to the Traditional Pension Plan benefit. Member contributions, the investment of which 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 and 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 that may be obtained by writing to OPERS, 277 East Town Street, Columbus, OH 43215-4642 or by calling (614) 222-6705 or (800) 222-7377.

The 2010 member contribution rates were 10.0% of covered payroll for members in state and local classifications. Public safety and law enforcement members contributed 10.5% and 11.1%, respectively. The 2010 employer contribution rate for state and local employers was 14.00% of covered payroll. The law enforcement and public safety division employer contribution rate was 17.87% of covered payroll.

The Ohio Revised Code provides statutory authority for member and employer contributions. The 2010 member contribution rates were 10.0% for members in state and local classifications. Public safety and law enforcement members contributed 10.5% and 11.1%, respectively. The 2010 employer contribution rate for state and local employers was 14.0% of covered payroll. For both the law enforcement and public safety divisions, the employer contribution rate for 2010 was 17.87%.

The Township's required contributions for pension obligations for the years ended December 31, 2010 and 2009 were \$19,461 and \$19,223 respectively. The full amount has been contributed for 2010 and 2009.

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

Pleasant Township contributes to the Ohio Police and Fire Pension Fund (OP&F), a cost-sharing multiple-employer defined benefit pension plan for full-time firefighters. OP&F provides retirement and disability pension 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 information and required supplementary information for the plan. That report may be obtained by writing to OP&F, 140 East Town Street, Columbus, Ohio 43215-5164.

Plan members are required to contribute 10.0% of their annual covered salary, while employers are required to contribute 19.5% and 24.0% respectively for police officers and firefighters. Pleasant Township's contributions to OP&F for the year ended December 31, 2010 and 2009 were \$62,643 and \$56,577, respectively. The full amount has been contributed for 2010 and 2009.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 7 – Pension Plans (Continued)**

C. Social Security System

Effective July 1, 1991, all employees not otherwise covered by a State Retirement System have an option to choose social security or the appropriate state system. As of December 31, 2010, all of the Township's part-time firefighters were covered by Social Security and pay FICA taxes.

FICA contribution rates are approved by the United States Congress. Members of FICA contributed 6.2% of their wages to FICA. The Township also contributed an amount equal to 6.2% of their wages. The Township has paid all contributions required through December 31, 2010.

**Note 8 - Postemployment Benefits**

A. Ohio Public Employees Retirement System

Ohio Public Employees Retirement System (OPERS) administers three separate pension plans: The Traditional Pension Plan—a cost-sharing, multiple-employer defined benefit pension plan; the Member-Directed Plan—a defined contribution plan; and the Combined Plan—a cost sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan.

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

In order to qualify for post-employment health care coverage, age-and-service retirees under the Traditional Pension and Combined Plans must have 10 or more years of qualifying Ohio service credit. Health care coverage for disability benefit recipients and qualified survivor benefit recipients is available. The health care coverage provided by OPERS meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB Statement 45.

The 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.

OPERS issues a stand-alone financial report. Interested parties may obtain a copy by writing OPERS, 277 East Town Street, Columbus OH 43215-4642, or by calling 614-222-5601 or 800-222-7377.

The Ohio Revised Code provides the statutory authority requiring public employers to fund post retirement health care through their contributions to OPERS. A portion of each employer's contribution to OPERS is set aside for the funding of post retirement health care benefits.

Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2010, state and local employers contributed at a rate of 14.0% of covered payroll, and public safety and law enforcement employers contributed at 17.87%. The Ohio Revised Code currently limits the employer contribution to a rate not to exceed 14.0% of covered payroll for state and local employer units and 18.1% of covered payroll for law and public safety employer units. Active members do not make contributions to the OPEB Plan.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 8 - Postemployment Benefits (Continued)**

A. Ohio Public Employees Retirement System (Continued)

OPERS' Post Employment Health Care plan was established under, and is administrated in accordance with, Internal Revenue Code 401(h). Each year, the OPERS Retirement Board determines the portion of the employer contribution rate that will be set aside for funding of post employment health care benefits.

The portion of employer contributions allocated to health care for members in the Traditional Plan was 5.50% from January 1 through February 28, 2010 and 5.00% from March 1 through December 31, 2010. The portion of employer contributions allocated to health care for members in the Combined Plan was 4.73% from January 1 through February 28, 2010 and 4.23% from March 1 through December 31, 2010. The OPERS Retirement Board is also authorized to establish rules for the payment of a portion of the health care coverage by the retiree or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

Pleasant Township's contributions to OPERS for the years ending December 31, 2010 and 2009 were \$19,461 and \$19,223 respectively, of which \$7,066 and \$8,108 respectively, was allocated to the healthcare plan.

The Health Care Preservation Plan (HCPP) adopted by the OPERS Retirement Board on September 9, 2004, was effective January 1, 2007. Member and employer contribution rates 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 & Fire Pension Fund

Pleasant Township contributes to the Ohio Police and Fire Pension Fund (OP&F) 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-retirement health care coverage for any person who receives or is eligible to receive a monthly service, disability, or survivor benefit check or is a spouse or eligible dependent child of such person. The health care coverage provided by OP&F meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB Statement 45.

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

OP&F issues a publicly available financial report that includes financial information and required supplementary information for the Plan. That report may be obtained by writing to OP&F, 140 East Town Street, Columbus, Ohio 43215-5164.



**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

**Note 8 - Postemployment Benefits (Continued)**

B. Ohio Police & Fire Pension Fund (Continued)

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, 19.5% and 24.0% of covered payroll for police and fire employers, respectively. The Ohio Revised Code states that the employer contribution may not exceed 19.5% of covered payroll for police employer units and 24.0% of covered payroll for fire employer units. Active members do not make contributions to the OPEB Plan.

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

The Board of Trustees is authorized to allocate a portion of the total employer contributions made into the pension plan to the Section 115 trust and the Section 401(h) account as the employer contribution for retiree health care benefits. For the year ended December 31, 2009, the employer contribution allocated to the health care plan was 6.75% of covered payroll. The amount of employer contributions allocated to the health care plan each year is subject to the Trustees' primary responsibility to ensure that pension benefits are adequately funded and is limited by the provisions of Sections 115 and 401(h).

The OP&F Board of Trustees also is authorized to establish requirements for contributions to the health care plan by retirees and their eligible dependents, or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

Pleasant Township's contributions to OP&F for the years ending December 31, 2010 and 2009 were \$62,643 and \$56,576 respectively, of which \$17,603 and \$15,898 respectively, was allocated to the healthcare plan.

**Note 9- Notes Payable**

The original issue date, maturity date, interest rate and original issuance amount for the Township's debt follows:

Debt Issue	Interest Rate	Original Issue Amount	Date of Maturity
Community Room Construction Notes – 2005	3.90%	\$100,000	June 1, 2010

The Township's debt activity for the year ended December 31, 2010, is as follows:

	Outstanding 12/31/2009	Additions	Reductions	Outstanding 12/31/2010	Due In One Year
Community Room Construction Notes	10,000	0	10,000	0	0

The Community Room notes are general obligation debt, are supported by the full faith and credit of the Township, and are payable from unvoted property tax receipts. The Township has no future annual debt service requirement.

**PLEASANT TOWNSHIP  
FAIRFIELD COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2010  
(Continued)**

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**Note 9- Notes Payable (Continued)**

The Ohio Revised Code provides that net general obligation debt of the Township, exclusive of certain exempt debt, issued without a vote of the electors shall never exceed 5.5 percent of the tax valuation of the Township. The Revised Code further provides that total voted and unvoted net debt of the Township less the same exempt debt shall never exceed an amount equal to 10.5 percent of its tax valuation. The effects of the debt limitations at December 31, 2010, were an overall debt margin of \$15,484,000 and an unvoted debt margin of \$8,110,000.

**Note 10 – Interfund Transfers**

During 2010 the following transfers were made:

Transfer from the FEMA Grant Fund to Fire Operation Fund	\$88,537
Transfer from the Fire Operation Fund to Fire Apparatus Fund	\$50,000

The transfer from the FEMA Grant Fund was reimbursement for salary/benefit costs of hiring full-time firefighters. The transfer from the Fire Operation Fund was to a Capital Equipment Fund to accumulate funds for fire apparatus replacement.

**Note 11 – Contingent Liabilities**

Amounts grantor agencies pay to the Township are subject to audit and adjustment by the grantor, principally the federal government. Grantors may require refunding any disallowed costs. Management cannot presently determine amounts grantors may disallow. However, based on prior experience, management believes any refunds would be immaterial.

**Note 12 – Jointly Governed Organizations**

The Township appoints a person to represent the Township on the 48 member board of the Fairfield Regional Planning Commission. The Township pays a small membership fee annually. The fee is based on the per capita of the Township. There is no ongoing financial interest or responsibility by the Township.



# 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*

Pleasant Township  
Fairfield County  
1170 Hillbrook Drive  
Lancaster, Ohio 43130

To the Board of Trustees:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Pleasant Township, Fairfield County, Ohio, (the Township) as of and for the year ended December 31, 2010, which collectively comprise the Township's basic financial statements and have issued our report thereon dated April 19, 2012, wherein we noted the Township followed accounting principles generally accepted in the United States of America. We also noted the Township processes its financial transactions with the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to audit the Government because the Auditor of State designed, developed, implemented, and as requested, operates UAN. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code § 117.11(A) mandates the Auditor of State to audit Ohio governments. 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 Township'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 Township's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Township'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 Township'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 Township'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 no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

We intend this report solely for the information and use of management, the audit committee, the Board of Trustees, and others within the Township. We intend it for no one other than these specified parties.



**Dave Yost**  
Auditor of State

April 19, 2012



# Dave Yost • Auditor of State

**PLEASANT TOWNSHIP**

**FAIRFIELD COUNTY**

**CLERK'S CERTIFICATION**

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

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
MAY 15, 2012**