



Dave Yost • Auditor of State





# City of Oakwood

Basic Financial Statements  
For the Year Ended  
December 31, 2012



# **City of Oakwood, Ohio**

Basic Financial Statements  
For the Year Ended December 31, 2012

with

Independent Auditor's Report

Prepared by:

Department of Finance

Cindy S. Stafford, CPA

Director of Finance

# **CITY OF OAKWOOD, OHIO**

## **CITY OFFICIALS**

William D. Duncan, Mayor  
Steven Byington, Vice Mayor  
Stanley Castleman  
Robert Stephens  
Anne Hilton

## **CITY MANAGER**

Norbert S. Klopsch

## **INDEPENDENT AUDITORS**

Ohio Auditor of State

## **DEPARTMENT OF FINANCE**

### **Staff**

Cindy S. Stafford, CPA	Finance Director
Linda M. Merker	Income Tax Administrator
Alice K. Young	Assistant Finance Director
Sonya S. Goecke	Account Clerk II - Income Tax
Tracy L. Martin	Account Clerk II
Theresa L. Rushlow	Account Clerk II
Stacy M. Vreeland-Mathes	Part-time Income Tax Clerk

# **CITY OF OAKWOOD, OHIO**

**CITY OF OAKWOOD  
MONTGOMERY COUNTY**

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# Dave Yost • Auditor of State

## INDEPENDENT AUDITOR'S REPORT

City of Oakwood  
Montgomery County  
30 Park Avenue  
Dayton, Ohio 45419

To the City Council:

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Oakwood, Montgomery County, Ohio (the City), as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for preparing and fairly presenting these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes designing, implementing, and maintaining internal control relevant to preparing and fairly presenting financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing the risks of material financial statement misstatement, whether due to fraud or error. In assessing those risks, we consider internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not to the extent needed to opine on the effectiveness of the City's internal control. Accordingly, we express no opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

We believe the audit evidence we obtained is sufficient and appropriate to support our audit opinions.

**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 of the City of Oakwood, Montgomery County, Ohio, as of December 31, 2012, and the respective changes in financial position and where applicable, cash flows, thereof for the year then ended in accordance with the accounting principles generally accepted in the United States of America.

**Emphasis of Matter**

As discussed in Note 12 to the financial statements, during 2012, the City adopted the provisions of Governmental Accounting Standards Board Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and Governmental Accounting Standards Board Statement No. 65, *Items Previously Reported as Assets and Liabilities*.

**Other Matters**

**Required Supplementary Information**

Accounting principles generally accepted in the United States of America require this presentation to include *Management's discussion and analysis* and *required budgetary comparison schedule*, 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 applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, consisting of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, to the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not opine or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to opine or provide any other assurance.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated June 12, 2013, 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. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.



**Dave Yost**  
Auditor of State

June 12, 2013

**CITY OF OAKWOOD, OHIO**  
Management's Discussion and Analysis (Unaudited)  
For the Year Ended December 31, 2012

Our discussion and analysis of the City of Oakwood, Ohio's financial performance provides an overall review of the financial activities of the City for the year ended December 31, 2012. We encourage readers to consider the information presented here in conjunction with additional information, including the financial statements and the notes to the basic financial statements to enhance their understanding of the City's financial performance.

**Financial Highlights**

- The City's total net position decreased by \$2,909,366 or 5.42% while unrestricted net position decreased \$1,474,783 or 11.74%.
- Total revenues decreased 8.59% while total expenses decreased 7.39%.
- Total fund balances of governmental activities decreased by \$997,009 or 12.04%.
- Governmental fund revenues decreased \$1,045,995 or 8.87% while governmental fund expenditures decreased \$1,970,379 or 14.37%.
- The net position of the City's business-type activities increased by \$259,340.
- Total revenue of business-type activities increased \$81,458 or 3.17% while total expenses increased \$43,110 or 1.83%.
- The General Fund balance decreased \$1,320,206 or 24.43%.
- The General Fund revenues decreased \$210,316 or 2.08% while General Fund expenditures decreased \$439,375 or 4.24%.

**Using this Annual Financial Report**

This annual report consists of a series of financial statements. The Statement of Net Position and Statement of Activities provide information about the activities of the City as a whole and present a longer-term view of the City's finances. Fund financial statements provide the next level of detail. For governmental activities, these financial statements tell how services were financed in the short-term as well as the amount of funds available for future spending.

**Reporting the City as a Whole**

*Statement of Net Position 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 2012?" The Statement of Net Position and the Statement of Activities help to answer this question. These

**CITY OF OAKWOOD, OHIO**  
Management's Discussion and Analysis (Unaudited)  
For the Year Ended December 31, 2012

statements include all assets, liabilities and deferred inflows of resources using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's position and changes in that net position. This change informs the reader whether the City's financial position, as a whole, has improved or diminished. In evaluating the overall financial health, the reader of these financial statements should take into account non-financial factors that also impact the City. Some of these factors include the City's tax base and the condition of its capital assets.

In the Statement of Net Position and the Statement of Activities, the financial information of the City is divided into two kinds of activities:

- **Governmental Activities** – Most of the City's services are reported here including police and fire protection, recreation and parks, community environment, street repair and maintenance, and general government.
- **Business-Type Activities** – These services include the water and sewer departments where the fees charged for these services are based upon the amount of usage and the intent is to recoup operational costs through the user fees.

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

*Fund Financial Statements*

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

Governmental Funds

Most of the City's activities are reported in the governmental funds, which focus on how money flows into and out of the funds, and the balances left at year-end which would be available for spending in future periods. These funds are reported using an accounting method called modified accrual, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the

**CITY OF OAKWOOD, OHIO**  
Management's Discussion and Analysis (Unaudited)  
For the Year Ended December 31, 2012

City's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future on services provided to our residents. The relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is reconciled in the financial statements.

Proprietary Funds

When the City charges citizens for the services it provides, with the intent of recouping operating costs, these services are generally reported in proprietary funds. Proprietary funds use the same basis of accounting as business-type activities; therefore, these statements will essentially match. Internal service funds are used to report activities that provide services to the City's other funds and departments.

Agency Funds

The financial activity of custodial funds, for which the City acts as the fiscal agent, is reported separately in the Statement of Assets and Liabilities. This financial activity is excluded from the City's other financial statements because the City cannot use these assets to finance its operations. The City is responsible for ensuring the assets reported in these funds are used for their intended purposes.

**The City as a Whole**

For 2012, the City's assets exceeded liabilities and deferred inflows of resources by a total of \$50.8 million. This represents a decrease of 5.42% from the prior year. The unrestricted net position, the net position that can be used to finance daily operation without constraints established by enabling legislation or other legal requirements decreased by \$1,474,783 or 11.74%.

Explanations for the significant fluctuations between 2012 and 2011 are as follows:

- Income tax revenue decreased approximately \$877,000 from 2011.
- Governmental grants decreased approximately \$432,000.
- The City decreased its capital assets by \$1,547,000 primarily the result of approximately \$1,600,000 in current year depreciation expense.

**CITY OF OAKWOOD, OHIO**  
Management's Discussion and Analysis (Unaudited)  
For the Year Ended December 31, 2012

The following tables provide a summary of the City's net position and changes in net position for the year.

**TABLE 1**  
**NET POSITION**

	Governmental Activities		Business-Type Activities		Total	
	2012	Restated 2011	2012	2011	2012	2011
Current and other assets	\$ 12,964,563	\$ 14,710,693	\$ 3,675,440	\$ 3,421,685	\$ 16,640,003	\$ 18,132,378
Capital assets, net	38,387,171	39,858,197	2,372,064	2,448,161	40,759,235	42,306,358
<b>Total assets</b>	<u>51,351,734</u>	<u>54,568,890</u>	<u>6,047,504</u>	<u>5,869,846</u>	<u>57,399,238</u>	<u>60,438,736</u>
Current and other liabilities	3,498,935	3,501,889	270,830	352,219	3,769,765	3,854,108
Long-term liabilities:						
Due within one year	207,489	210,661	52,765	47,651	260,254	258,312
Due in more than one year	1,581,619	1,617,682	172,267	177,674	1,753,886	1,795,356
<b>Total liabilities</b>	<u>5,288,043</u>	<u>5,330,232</u>	<u>495,862</u>	<u>577,544</u>	<u>5,783,905</u>	<u>5,907,776</u>
<b>Deferred inflows of resources</b>	<u>861,998</u>	<u>868,259</u>	-	-	<u>861,998</u>	<u>868,259</u>
Net position:						
Invested in capital assets, net	35,985,171	37,334,197	2,281,558	2,331,796	38,266,729	39,665,993
Restricted	1,394,900	1,430,219	-	-	1,394,900	1,430,219
Unrestricted	7,821,622	9,605,983	3,270,084	2,960,506	11,091,706	12,566,489
<b>Total net position</b>	<u>\$ 45,201,693</u>	<u>\$ 48,370,399</u>	<u>\$ 5,551,642</u>	<u>\$ 5,292,302</u>	<u>\$ 50,753,335</u>	<u>\$ 53,662,701</u>

**TABLE 2**  
**CHANGES IN NET POSITION**

	Governmental Activities		Business-Type Activities		Total	
	2012	2011	2012	2011	2012	2011
<b>Revenues</b>						
Program revenues:						
Charges for services	\$ 1,637,112	\$ 1,604,528	\$ 2,640,560	\$ 2,451,173	\$ 4,277,672	\$ 4,055,701
Operating grants & contributions	10,092	13,028	-	-	10,092	13,028
Capital grants & contributions	-	824,493	-	-	-	824,493
General revenues:						
Income taxes	5,715,684	6,592,405	-	-	5,715,684	6,592,405
Property taxes	1,466,158	1,507,359	-	-	1,466,158	1,507,359
Unrestricted grants & contributions	1,023,197	1,454,913	-	-	1,023,197	1,454,913
Investment earnings	58,318	83,091	11,919	18,748	70,237	101,839
Miscellaneous	39,173	62,641	451	1,551	39,624	64,192
<b>Total revenues</b>	<u>9,949,734</u>	<u>12,142,458</u>	<u>2,652,930</u>	<u>2,471,472</u>	<u>12,602,664</u>	<u>14,613,930</u>
<b>Program Expenses</b>						
Security of persons and property	5,325,823	5,509,871	-	-	5,325,823	5,509,871
Public health services	116,604	119,787	-	-	116,604	119,787
Leisure time activities	1,023,111	1,119,751	-	-	1,023,111	1,119,751
Community environment	1,972,632	2,035,597	-	-	1,972,632	2,035,597
Transportation	1,019,039	1,007,877	-	-	1,019,039	1,007,877
General government	2,726,184	2,813,192	-	-	2,726,184	2,813,192
Public works	885,704	1,741,403	-	-	885,704	1,741,403
Interest and fiscal charges	49,343	51,269	-	-	49,343	51,269
Water	-	-	1,011,896	988,928	1,011,896	988,928
Sewer	-	-	1,381,694	1,361,552	1,381,694	1,361,552
<b>Total expenses</b>	<u>13,118,440</u>	<u>14,398,747</u>	<u>2,393,590</u>	<u>2,350,480</u>	<u>15,512,030</u>	<u>16,749,227</u>
Changes in net position	(3,168,706)	(2,256,289)	259,340	120,992	(2,909,366)	(2,135,297)
Net position, beginning of year	48,370,399	50,626,688	5,292,302	5,171,310	53,662,701	55,797,998
Net position, end of year	<u>\$ 45,201,693</u>	<u>\$ 48,370,399</u>	<u>\$ 5,551,642</u>	<u>\$ 5,292,302</u>	<u>\$ 50,753,335</u>	<u>\$ 53,662,701</u>

**CITY OF OAKWOOD, OHIO**  
 Management's Discussion and Analysis (Unaudited)  
 For the Year Ended December 31, 2012

*Governmental Activities*

The City has chosen to use unrestricted cash reserves to cover the shortfall between revenues and expenditures because of the significant amounts of estate tax revenue that have been received in the past.

Table 3 shows the percentage of total expenses each functional area comprises, the net cost of each functional area and the percentage of each functional area expenses financed with general revenue.

**TABLE 3**  
**ANALYSIS OF PROGRAM EXPENSES**  
**GOVERNMENTAL ACTIVITIES**

	<u>Total Expense by Function / Program</u>	<u>Percentage of Total Program Expenses</u>	<u>Total Program Revenue</u>	<u>Net Expense of Function</u>	<u>Percentage of Function Financed with General Revenues</u>
<i>Program Expenses</i>					
Security of persons and property	\$ 5,325,823	40.60%	\$ (254,936)	\$ 5,070,887	95.21%
Public health services	116,604	0.89%	(25,339)	91,265	78.27%
Leisure time activities	1,023,111	7.80%	(489,144)	533,967	52.19%
Community environment	1,972,632	15.04%	(590,236)	1,382,396	70.08%
Transportation	1,019,039	7.77%	-	1,019,039	100.00%
General government	2,726,184	20.78%	(287,549)	2,438,635	89.45%
Public works	885,704	6.75%	-	885,704	100.00%
Interest and fiscal charges	49,343	0.37%	-	49,343	100.00%
	<u>\$ 13,118,440</u>	<u>100.00%</u>	<u>\$ (1,647,204)</u>	<u>\$ 11,471,236</u>	<u>87.44%</u>

As indicated by Table 3, the City is spending more than half of its resources (55.64%) on the security of person and property (public safety) and community environment activities. The operation of the public safety department is 40.60% of total program expenses, revenues generated by the public safety department cover only 4.79% of functional expenses. This means that general revenues collected by the City, principally income and property taxes, must cover the remaining 95.21% of expenses reported by the public safety department. Refuse collection fees are the most significant program revenue source that helps offset the expenses reported for the community environment functions.

General government functions, principally legislative, administration and judicial activities, comprise 20.78% of the total governmental expenses. Most of the program revenue generated by this function is associated with court fees and fines, as well as other charges for services and operating grants. Charges for services and fees associated with the recreation department accounted for 47.81% of the leisure time activities functional expenses. Expenses associated with street resurfacing, street maintenance, snow removal and operation of the public works department are all included within the transportation function.

**CITY OF OAKWOOD, OHIO**  
Management's Discussion and Analysis (Unaudited)  
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General revenues comprise 86.44% of the total governmental revenues collected by the City during 2012. Principal components of general revenues; grants and contributions not restricted to specific purposes, including income taxes (68.84%) and property taxes (17.66%), are used to furnish the quality of life and services to citizens and businesses to which they have become accustomed.

*Business-Type Activities*

The City's business-type activities include the Water and Sewer operations.

Water – The water department at the City of Oakwood is responsible for the production, treatment and delivery of quality water to businesses and citizens within the boundaries of the City. Various functions within the water department include administration, water production, water distribution and maintaining and upgrading the infrastructure used to produce, treat and distribute the water. The water department in 2012 experienced operating income of \$49,822, compared to a loss of \$18,934 in 2011. Operating results for the water fund can vary greatly depending in large part on the amount of irrigation water used throughout the city during the summer months, which is a function of the amount of rainfall during any given year. At December 31, 2012 the unrestricted net position represented 171.91% of the operating expenses reported for 2012.

Sewer – The City's sewer department is responsible for the collection and treatment of wastewater generated throughout the City. Various functions within the sewer department include administration, disposal, and maintaining and upgrading infrastructure used in the collection and disposal of wastewater. The sewer department recognized operating income of \$234,356 during 2012 as compared to \$165,626 reported for 2011.

Overall, the City's business-type activities generated \$2.64 million in program revenue during 2012, while program expenses were \$2.36 million. The business-type activities incurred an overall increase in net position of \$259,340. This increase shows an improvement in overall operations in the last several years. It should be noted that the unrestricted net position of the business-type activities totaled \$3.27 million at the end of 2012. The amount of unrestricted net position for business-type activities reported at December 31, 2012 equaled 109.21% of the total expenses reported for business-type activities for 2012. Management will continue to monitor utility rate charges and necessary adjustments will be made to provide any additional financial resources needed.

**The City's Funds**

The governmental funds of the City are reported using the modified accrual basis of accounting. These funds had total revenues of \$10.7 million and expenditures of \$11.7 million for 2012. In total, the governmental funds reported a \$997,009 decrease in total fund balance for the year. In 2011, the fund balance of the City's

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Management's Discussion and Analysis (Unaudited)  
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governmental funds decreased by \$1,921,393. Most of the decrease in 2012 and 2011 is associated with a decrease in estate tax receipts in both years. The restricted, committed, assigned, and unassigned fund balances may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year; these fund balances at December 31, 2012 were \$7.2 million, or 60.98% of the total expenditures reported for the governmental funds for 2012.

The City's General Fund realized a \$1,320,206 decrease in fund balance during 2012 as compared to the \$957,268 decrease in 2011. The decrease in fund balance in 2012 as compared to 2011 is primarily the result of \$591,997 less in transfers to the other governmental funds in 2011. Annually, the General Fund transfers amounts to other funds to cover recreation, street maintenance, state highway and other programs. These transfers also pay for capital improvement projects and construction of capital assets. The General Fund transferred \$1,291,153 to other funds in 2012 as compared to \$699,156 to other funds in 2011.

Explanation of the changes in the two enterprise funds of the City, the water and sewer funds, follow the same explanations as those provided in the assessment of the business-type activities noted above since enterprise funds are accounted for using full accrual accounting, the same accounting basis used in the city-wide statements.

**General Fund Budgeting Highlights**

The City's budget is adopted on a fund basis. Before the budget is adopted, council reviews the detailed budgets of each department within the General Fund and other funds, and then adopts the budget on a fund basis. Within each departmental budget, a department head, with the City Manager's approval, may make small line adjustments within their budget, as long as the total operational and maintenance amount does not exceed their budgetary allotment.

For the General Fund, budget basis revenue was \$10.68 million as compared to the actual revenues received of \$8.69 million. The City's variances in revenues received were from the following:

- Estate tax receipts were \$2,238,215 less than was budgeted,
- Income tax receipts were \$222,467 more than budget.

The budgeted expenditures of the City did not change from the original budget to the final budget. Actual expenditures were \$547,485 less than budgeted expenditures. For the year ended December 31, 2012 the total actual budgetary change in fund balance for the General Fund was a decrease of \$1,297,739 resulting in a reported \$303,573 ending budgetary fund balance. The ending budgetary fund balance or unencumbered fund balance reported at the end of the year was 3.99% of the total budgetary expenditures of the General Fund for 2012.

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Management's Discussion and Analysis (Unaudited)  
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**Capital Assets**

At the end of 2012, the City had a total of \$70.00 million invested in capital assets less accumulated depreciation of \$29.24 million resulting in total capital assets, net of accumulated depreciation of \$40.76 million.

During 2012, the major asset additions were as follows:

- \$100,000 in light poles in the business district;
- Public works grapple truck totaling \$54,000.

Table 4 shows 2012 capital asset balances compared to those of 2011:

**TABLE 4**  
**CAPITAL ASSETS, NET OF ACCUMULATED DEPRECIATION**

	Governmental Activities		Business-Type Activities		Total	
	2012	2011	2012	2011	2012	2011
Land	\$ 4,672,504	\$ 4,672,504	\$ 283,820	\$ 283,820	\$ 4,956,324	\$ 4,956,324
Buildings	10,362,893	10,842,893	369,725	390,503	10,732,618	11,233,396
Land Improvements	1,342,125	1,425,348	60,813	66,140	1,402,938	1,491,488
Equipment	413,831	521,271	18,511	8,230	432,342	529,501
Vehicles	420,901	492,474	8,900	16,135	429,801	508,609
Infrastructure	21,174,917	21,792,644	1,630,295	1,683,333	22,805,212	23,475,977
Construction in progress	-	111,063	-	-	-	111,063
Total	<u>\$ 38,387,171</u>	<u>\$ 39,858,197</u>	<u>\$ 2,372,064</u>	<u>\$ 2,448,161</u>	<u>\$ 40,759,235</u>	<u>\$ 42,306,358</u>

Additional information on the City's capital assets can be found in Note 4 to the basic financial statements.

**Debt Administration**

At December 31, 2012, the City had a total of approximately \$3.0 million of short and long-term debt obligations compared with approximately \$3.2 million reported at December 31, 2011.

Governmental debt obligations include \$2,402,000 in capital facility improvement and land acquisition notes and a \$516,756 police and fire pension liability.

The \$90,506 Ohio Public Works Commission (OPWC) loan reported in the City's sewer fund was reduced by \$25,859 from the \$116,365 reported on December 31, 2011. This is an interest free loan which was used to improve the City's sanitary sewer system and is being repaid through operating revenues of the sewer fund.

**CITY OF OAKWOOD, OHIO**  
Management's Discussion and Analysis (Unaudited)  
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At December 31, 2012, the City's overall legal debt margin was \$31.51 million and the unvoted debt margin was \$16.06 million. See Note 8 to the basic financial statements for more detailed information on the debt obligations of the City.

**Contacting the City's Finance Department**

This financial report is designed to provide our citizens, taxpayers, investors and creditors with a general overview of the City's finances. If you have questions or need additional financial information, please contact Cindy Stafford, Director of Finance, City of Oakwood, 30 Park Avenue, Dayton, Ohio 45419 or call (937) 298-0402.

# CITY OF OAKWOOD, OHIO

## Statement of Net Position

December 31, 2012

	Governmental Activities	Business-Type Activities	Total
<b>Assets</b>			
Equity in pooled cash and investments	\$ 9,837,671	\$ 2,636,076	\$ 12,473,747
Cash in segregated accounts	8,645	-	8,645
Receivables:			
Property taxes	881,008	-	881,008
Income taxes	2,199,537	-	2,199,537
Accounts	111,628	259,356	370,984
Special assessments	144,728	71,463	216,191
Interest	9,153	2,098	11,251
Intergovernmental	396,114	-	396,114
Prepaid expenses	31,487	3,576	35,063
Internal balances	(696,216)	696,216	-
Inventory	40,808	6,655	47,463
Nondepreciable capital assets	4,672,504	283,820	4,956,324
Depreciable capital assets (net of accumulated depreciation)	33,714,667	2,088,244	35,802,911
<b>Total assets</b>	\$ 51,351,734	\$ 6,047,504	\$ 57,399,238
<b>Liabilities</b>			
Accounts payable	38,730	14,408	53,138
Contracts payable	36,252	1,229	37,481
Accrued wages payable	252,861	24,391	277,252
Intergovernmental payable	484,934	230,802	715,736
Accrued interest payable	26,947	-	26,947
Notes payable	2,402,000	-	2,402,000
Unearned revenue - income tax credits	257,211	-	257,211
Long-term liabilities:			
Due within one year	207,489	52,765	260,254
Due within more than one year	1,581,619	172,267	1,753,886
<b>Total liabilities</b>	5,288,043	495,862	5,783,905
<b>Deferred Inflows of Resources</b>			
Unavailable revenue - property taxes	861,998	-	861,998
<b>Total deferred inflows of resources</b>	861,998	-	861,998
<b>Net Position</b>			
Net investment in capital assets	35,985,171	2,281,558	38,266,729
Restricted for:			
Capital purposes	309,394	-	309,394
Other purposes	1,034,350	-	1,034,350
Permanent endowment:			
Nonexpendable	50,000	-	50,000
Expendable	1,156	-	1,156
Unrestricted	7,821,622	3,270,084	11,091,706
<b>Total net position</b>	\$ 45,201,693	\$ 5,551,642	\$ 50,753,335

See accompanying notes to the basic financial statements.

# CITY OF OAKWOOD, OHIO

## Statement of Activities

For the Year Ended December 31, 2012

Functions / Programs	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Governmental activities:						
Security of persons and property	\$ 5,325,823	\$ 254,936	\$ -	\$ (5,070,887)	\$ -	\$ (5,070,887)
Public health services	116,604	25,339	-	(91,265)	-	(91,265)
Leisure time activities	1,023,111	479,052	10,092	(533,967)	-	(533,967)
Community environment	1,972,632	590,236	-	(1,382,396)	-	(1,382,396)
Transportation	1,019,039	-	-	(1,019,039)	-	(1,019,039)
General government	2,726,184	287,549	-	(2,438,635)	-	(2,438,635)
Public works	885,704	-	-	(885,704)	-	(885,704)
Interest on long-term debt	49,343	-	-	(49,343)	-	(49,343)
<b>Total governmental activities</b>	<u>\$ 13,118,440</u>	<u>\$ 1,637,112</u>	<u>\$ 10,092</u>	<u>(11,471,236)</u>	<u>-</u>	<u>(11,471,236)</u>
Business-type activities:						
Water	1,011,896	1,024,513	-	-	12,617	12,617
Sewer	1,381,694	1,616,047	-	-	234,353	234,353
<b>Total business-type activities</b>	<u>2,393,590</u>	<u>2,640,560</u>	<u>-</u>	<u>-</u>	<u>246,970</u>	<u>246,970</u>
<b>Total</b>	<u>\$ 15,512,030</u>	<u>\$ 4,277,672</u>	<u>\$ 10,092</u>	<u>(11,471,236)</u>	<u>246,970</u>	<u>(11,224,266)</u>
General revenues:						
Taxes:						
Income taxes				5,715,684	-	5,715,684
Property taxes levied for:						
General purposes				1,387,299	-	1,387,299
Police and fire pension				78,859	-	78,859
Grants and contributions not restricted to specific programs						
				1,023,197	-	1,023,197
Investment earnings				58,318	11,919	70,237
Miscellaneous				39,173	451	39,624
<b>Total general revenues</b>				<u>8,302,530</u>	<u>12,370</u>	<u>8,314,900</u>
Change in net position				(3,168,706)	259,340	(2,909,366)
Net position, beginning of year				<u>48,370,399</u>	<u>5,292,302</u>	<u>53,662,701</u>
Net position, end of year				<u>\$ 45,201,693</u>	<u>\$ 5,551,642</u>	<u>\$ 50,753,335</u>

See accompanying notes to the basic financial statements.

# CITY OF OAKWOOD, OHIO

Balance Sheet  
Governmental Funds  
December 31, 2012

	General Fund	Capital Improvement Fund	Other Governmental Funds	Total Governmental Funds
<b>Assets</b>				
Equity in pooled cash and investments	\$ 6,449,442	\$ 928,802	\$ 2,312,599	\$ 9,690,843
Cash in segregated accounts	7,550	-	1,095	8,645
Receivables:				
Property taxes	807,865	-	73,143	881,008
Income taxes	2,199,537	-	-	2,199,537
Accounts	84,317	2,124	25,088	111,529
Special assessments	18,873	-	125,855	144,728
Interest	8,567	-	586	9,153
Intergovernmental	201,916	-	194,198	396,114
Prepaid expenses	23,040	-	8,062	31,102
Inventory	23,859	-	9,250	33,109
<b>Total assets</b>	<b>9,824,966</b>	<b>930,926</b>	<b>2,749,876</b>	<b>13,505,768</b>
<b>Liabilities</b>				
Accounts payable	19,242	-	8,794	28,036
Contracts payable	6,854	1,000	26,884	34,738
Accrued wages payable	216,744	-	23,790	240,534
Intergovernmental payable	438,019	-	35,570	473,589
Accrued interest payable	26,947	-	-	26,947
Compensated absences payable	19,662	-	1,234	20,896
Unearned revenue - income tax credits	257,211	-	-	257,211
Note payable	2,402,000	-	-	2,402,000
<b>Total liabilities</b>	<b>3,386,679</b>	<b>1,000</b>	<b>96,272</b>	<b>3,483,951</b>
<b>Deferred Inflows of Resources</b>				
Unavailable revenue - income taxes	1,298,578	-	-	1,298,578
Unavailable revenue - property taxes	807,865	-	73,143	881,008
Unavailable revenue - other	247,125	2,124	306,849	556,098
<b>Total deferred inflows of resources</b>	<b>2,353,568</b>	<b>2,124</b>	<b>379,992</b>	<b>2,735,684</b>
<b>Fund Balances</b>				
Nonspendable:				
Prepaid expenses and inventory	46,899	-	17,312	64,211
Unclaimed monies	13,615	-	-	13,615
Permanent Funds - Bullock Endowment	-	-	50,000	50,000
Restricted:				
Security of persons and property	-	-	587,100	587,100
Public health services	-	-	18,839	18,839
Leisure time activities	-	-	398,340	398,340
Community environment	-	-	1,156	1,156
Transportation	-	-	637,963	637,963
Municipal court activities	-	-	113,167	113,167
Committed:				
Capital projects fund	2,987,866	927,802	449,735	4,365,403
Assigned:				
General government	48,917	-	-	48,917
Unassigned:				
General fund	987,422	-	-	987,422
<b>Total fund balances</b>	<b>4,084,719</b>	<b>927,802</b>	<b>2,273,612</b>	<b>7,286,133</b>
<b>Total liabilities, deferred inflows of resources and fund balances</b>	<b>\$ 9,824,966</b>	<b>\$ 930,926</b>	<b>\$ 2,749,876</b>	<b>\$ 13,505,768</b>

See accompanying notes to the basic financial statements.

# CITY OF OAKWOOD, OHIO

## Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position December 31, 2012

<b>Fund balance - total governmental funds</b>		\$	7,286,133
Amounts reported for governmental activities in the Statement of Net Position are different because:			
Capital assets used in governmental activities are not financial resources, and therefore, are not reported in the funds.			34,386,042
Some receivables are not available to pay for current-period expenditures therefore, related revenues are deferred in the funds:			
Property and other taxes	19,010		
Income taxes	1,298,578		
Intergovernmental	353,808		
Special assessments	144,728		
Charges for services	48,409		
Interest	9,153		
			<u>1,873,686</u>
Internal service funds are used to charge the costs of certain activities such as providing insurance as well as the service center to the individual funds. The assets and liabilities of the internal service funds are included in governmental activities in the Statement of Net Position.			4,071,321
The internal balance represents the portion of the internal service funds' assets and liabilities that are allocated to the enterprise funds.			(696,216)
Long-term liabilities are not due and payable in the current period, and therefore, are not reported in the funds:			
Police and fire pension	(516,755)		
Compensated absences payable	(1,202,518)		
			<u>(1,719,273)</u>
<b>Net position of governmental activities</b>		\$	<u>45,201,693</u>

See accompanying notes to the basic financial statements.

# CITY OF OAKWOOD, OHIO

Statement of Revenues, Expenditures and  
Changes in Fund Balances  
Governmental Funds  
For the Year Ended December 31, 2012

	General Fund	Capital Improvement Fund	Other Governmental Funds	Total Governmental Funds
<b>Revenues</b>				
Income taxes	\$ 6,279,632	\$ -	\$ -	\$ 6,279,632
Property taxes	1,325,180	-	146,307	1,471,487
Intergovernmental	713,523	-	416,027	1,129,550
Charges for services	1,232,975	-	72,010	1,304,985
Fines, licenses and permits	141,488	-	43,693	185,181
Special assessments	12,935	-	133,537	146,472
Investment earnings	59,514	-	8,183	67,697
Donations	4,324	-	10,092	14,416
Miscellaneous	133,912	-	7,897	141,809
<b>Total revenues</b>	<b>9,903,483</b>	<b>-</b>	<b>837,746</b>	<b>10,741,229</b>
<b>Expenditures</b>				
Security of persons and property	4,980,172	-	233,086	5,213,258
Public health services	-	-	114,363	114,363
Leisure time activities	931,587	-	79,680	1,011,267
Community environment	1,896,830	-	-	1,896,830
Transportation	-	-	972,676	972,676
General government	2,096,999	-	4,277	2,101,276
Capital outlay	-	124,746	240,933	365,679
Debt service:				
Principal retirement	-	-	13,546	13,546
Interest and fiscal charges	26,948	-	22,395	49,343
<b>Total expenditures</b>	<b>9,932,536</b>	<b>124,746</b>	<b>1,680,956</b>	<b>11,738,238</b>
<b>Excess of revenues over (under) expenditures</b>	<b>(29,053)</b>	<b>(124,746)</b>	<b>(843,210)</b>	<b>(997,009)</b>
<b>Other financing sources (uses)</b>				
Transfers in	-	543,052	748,101	1,291,153
Transfers out	(1,291,153)	-	-	(1,291,153)
<b>Total other financing sources (uses)</b>	<b>(1,291,153)</b>	<b>543,052</b>	<b>748,101</b>	<b>-</b>
Net change in fund balance	(1,320,206)	418,306	(95,109)	(997,009)
Fund balance, beginning of year	5,404,925	509,496	2,368,721	8,283,142
<b>Fund balance, end of year</b>	<b>\$ 4,084,719</b>	<b>\$ 927,802</b>	<b>\$ 2,273,612</b>	<b>\$ 7,286,133</b>

See accompanying notes to the basic financial statements.

# CITY OF OAKWOOD, 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, 2012

<b>Net change in fund balances - total governmental funds</b>		\$ (997,009)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets are allocated over their useful lives as depreciation expense:		
Capital asset additions	82,923	
Current year depreciation	<u>(1,359,581)</u>	
		(1,276,658)
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds:		(791,495)
Repayment of long-term obligations is reported as an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		13,546
Internal service funds are used to charge the costs of certain activities, such as insurance and vehicle maintenance to the individual funds as reported in the Statement of Activities.		(164,451)
Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
Compensated absences		<u>47,361</u>
<b>Change in net position of governmental activities</b>		<u>\$ (3,168,706)</u>

See accompanying notes to the basic financial statements.

# CITY OF OAKWOOD, OHIO

Statement of Net Position  
Proprietary Funds  
December 31, 2012

	Enterprise Funds			Internal Service Fund
	Water	Sewer	Total	
<b>Assets</b>				
Current assets:				
Equity in pooled cash and investments	\$ 1,685,070	\$ 951,006	\$ 2,636,076	\$ 146,827
Receivables:				
Accounts	82,055	177,301	259,356	100
Special assessments	31,338	40,125	71,463	-
Interest	1,389	709	2,098	-
Prepaid expenses	2,053	1,523	3,576	385
Inventory	6,262	393	6,655	7,699
Total current assets	1,808,167	1,171,057	2,979,224	155,011
Noncurrent assets:				
Nondepreciable capital assets	283,820	-	283,820	25,840
Depreciable capital assets (net of accumulated depreciation)	1,073,066	1,015,178	2,088,244	3,975,289
Total noncurrent assets	1,356,886	1,015,178	2,372,064	4,001,129
<b>Total assets</b>	<b>3,165,053</b>	<b>2,186,235</b>	<b>5,351,288</b>	<b>4,156,140</b>
<b>Liabilities</b>				
Current Liabilities:				
Accounts payable	14,322	86	14,408	10,695
Contracts payable	632	597	1,229	1,514
Accrued wages payable	15,082	9,309	24,391	11,093
Intergovernmental payable	20,385	210,417	230,802	11,345
OPWC loan payable	-	25,859	25,859	-
Compensated absences payable	16,270	10,636	26,906	10,034
Total current liabilities	66,691	256,904	323,595	44,681
Noncurrent liabilities:				
Compensated absences payable	65,078	42,542	107,620	40,138
OPWC loan payable	-	64,647	64,647	-
Total noncurrent liabilities	65,078	107,189	172,267	40,138
<b>Total liabilities</b>	<b>131,769</b>	<b>364,093</b>	<b>495,862</b>	<b>84,819</b>
<b>Net Position</b>				
Net investment in capital assets	1,356,886	924,672	2,281,558	4,001,129
Unrestricted	1,676,398	897,470	2,573,868	70,192
<b>Total net position</b>	<b>\$ 3,033,284</b>	<b>\$ 1,822,142</b>	<b>\$ 4,855,426</b>	<b>\$ 4,071,321</b>

Adjustment to reflect consolidation of internal service fund activities related to enterprise funds	\$ 696,216
Total net position from above	4,855,426
	<b>\$ 5,551,642</b>

See accompanying notes to the basic financial statements.

# CITY OF OAKWOOD, OHIO

Statement of Revenues, Expenses and  
Changes in Fund Net Position  
Proprietary Funds  
For the Year Ended December 31, 2012

	Enterprise Funds			Internal Service Fund
	Water	Sewer	Total	
<b><i>Operating Revenues</i></b>				
Charges for services	\$ 1,000,487	\$ 1,581,621	\$ 2,582,108	\$ 692,638
Fines, licenses and permits	1,175	150	1,325	-
Special assessments	22,851	34,277	57,128	-
Miscellaneous	449	2	451	100
<b>Total operating revenues</b>	1,024,962	1,616,050	2,641,012	692,738
<b><i>Operating Expenditures</i></b>				
Personnel services	446,856	262,924	709,780	273,309
Contractual services	326,221	1,071,311	1,397,532	72,750
Supplies and materials	137,092	16,061	153,153	339,522
Claims	-	-	-	13,986
Miscellaneous	115	2,943	3,058	9
Depreciation	64,856	28,455	93,311	194,369
<b>Total operating expenditures</b>	975,140	1,381,694	2,356,834	893,945
<b>Operating income (loss)</b>	49,822	234,356	284,178	(201,207)
<b><i>Non-operating revenues</i></b>				
Investment earnings	8,221	3,698	11,919	-
Change in net position	58,043	238,054	296,097	(201,207)
Net position, beginning of year	2,975,241	1,584,088		4,272,528
<b>Net position, end of year</b>	\$ 3,033,284	\$ 1,822,142		\$ 4,071,321
			Adjustment to reflect consolidation of internal service fund activities related to enterprise funds	(36,757)
			Change in net position of business-type activities	\$ 259,340

See accompanying notes to the basic financial statements.

# CITY OF OAKWOOD, OHIO

## Statement of Cash Flows

### Proprietary Funds

For the Year Ended December 31, 2012

	Enterprise Funds			Internal Service Fund
	Water	Sewer	Total	
<b><i>Cash flows from operating activities</i></b>				
Cash received from customers	\$ 1,018,213	\$ 1,565,952	\$ 2,584,165	\$ -
Cash received from quasi-external transactions from other funds	-	-	-	692,638
Cash received from other sources	770	35,022	35,792	-
Cash payments for employee services and benefits	(424,925)	(244,768)	(669,693)	(619,673)
Cash payments for insurance claims	-	-	-	(13,986)
Cash payments to suppliers for goods and services	(446,896)	(1,177,483)	(1,624,379)	(71,144)
Cash payments for other operating expenses	(115)	(2,943)	(3,058)	(9)
Net cash provided (used) by operating activities	147,047	175,780	322,827	(12,174)
<b><i>Cash flows from capital and related financing activities</i></b>				
Acquisition of capital assets	(17,214)	-	(17,214)	-
Principal paid on notes	-	(25,859)	(25,859)	-
Net cash used for capital and related financing activities	(17,214)	(25,859)	(43,073)	-
<b><i>Cash flows from investing activities</i></b>				
Market gain (loss) on investments	(437)	(365)	(802)	-
Proceeds from earnings on investments	8,658	4,063	12,721	-
Net cash provided by investing activities	8,221	3,698	11,919	-
Net increase (decrease) in cash and investments	138,054	153,619	291,673	(12,174)
Equity in pooled cash and investments, beginning of year	1,547,016	797,387	2,344,403	159,001
Equity in pooled cash and investments, end of year	\$ 1,685,070	\$ 951,006	\$ 2,636,076	\$ 146,827
<b><i>Reconciliation of operating income (loss) to net cash provided by (used for) operating activities</i></b>				
Operating income (loss)	\$ 49,822	\$ 234,356	\$ 284,178	\$ (201,207)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:				
Depreciation	64,856	28,455	93,311	194,369
Changes in assets and liabilities:				
Accounts receivable	(5,978)	(15,076)	(21,054)	(100)
Prepaid expenses	(49)	(36)	(85)	(8)
Inventory	22,377	(77)	22,300	8,312
Accounts payable	(5,290)	(52,060)	(57,350)	(26,430)
Contracts payable	(723)	(758)	(1,481)	1,514
Accrued wages payable	4,364	4,041	8,405	5,979
Intergovernmental payable	3,702	(34,665)	(30,963)	3,389
Compensated absences payable	13,966	11,600	25,566	2,008
Net cash provided (used) by operating activities	\$ 147,047	\$ 175,780	\$ 322,827	\$ (12,174)

See accompanying notes to the basic financial statements.



# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### **Reporting Entity**

The City of Oakwood, Ohio, (the “City”) is a home rule municipal corporation operating under the laws of the State of Ohio and operates under its own charter. The City was incorporated on July 29, 1907. A charter was first adopted on July 1, 1960.

The municipal government provided by the charter is known as a Council-Manager form of government. Legislative power is vested in a five-member council, each elected to four-year terms. The council appoints the Mayor and City Manager. The City Manager is the chief executive officer and the head of the administrative agencies of the City. The City Manager appoints all department heads and employees, except as otherwise provided in the charter.

The financial reporting entity consists of (a) the primary government, (b) organizations for which the primary government is financially accountable, and (c) governmental organizations for which the primary government is not financially accountable, but for which the nature and significance of their financial relationship with the primary government are such that exclusion would cause the reporting entity’s statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. In addition, component units can be governmental organizations for which the primary government is not financially accountable, but for which the nature and significance of their financial relationship with the primary government are such that exclusion would cause the reporting entity’s statements to be misleading or incomplete. No separate government units meet the criteria for inclusion as a component unit.

### **Description of Government-wide Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. All fiduciary activities are reported only in the fund financial statements. Governmental activities, which are normally supported by taxes, intergovernmental revenues, and other non-exchange transactions, are reported separately from business-type activities, which rely to a significant extent on fees and charges to external customers for support.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Basis of Presentation - Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the City. For the most part, the effect of interfund activity has been removed from these statements. Government-wide financial statements do not provide information by fund, but distinguish between the City's governmental activities and the business-type activities.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the City's governmental activities. Direct expenses are those that are clearly identifiable with a specific function or activity. Program revenues include (a) charges to those who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or identifiable activity and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program or identifiable activity. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental and enterprise funds are aggregated and reported as non-major funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental funds:

The *General Fund* is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. The general fund balance is available to the City for any purpose provided it is expended or transferred according to the general laws of Ohio and the charter of the City.

The *Capital Improvement Fund* accounts for the construction of approved public improvements and services from general governmental resources.

The City reports the following major enterprise funds:

The *Water Fund* accounts for the provisions of water treatment and distribution to the residential and commercial users located within the City.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The *Sewer Fund* accounts for the provisions of sanitary sewer service to the residents and commercial users located within the city.

Additionally, the City reports the following fund types:

The *Internal Service Funds* account for the financing of goods or services provided by one department to other departments in the City. These goods and services include vehicle maintenance and payment of self-insurance vision program deductibles.

The *Agency Funds* are used to account for the collection and disbursement of monies by the City on behalf of other individuals or entities. The City has two agency fiduciary funds. The Martin Luther King Jr. Community Recognition Fund accounts for funds related to the annual Dr. Martin Luther King Jr. holiday celebration event, jointly sponsored by the cities of Oakwood and Kettering. The Municipal Court Fund accounts for activity relating to the Oakwood Municipal Court.

### **Measurement Focus and Basis of Accounting**

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured and the basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Agency funds have no measurement focus; however, they use the accrual basis of accounting to recognize assets and liabilities. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough after to pay liabilities of the current period. For this purpose, the City considers revenues available if they

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

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

are collected within 30 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, claims and judgments, are recorded only when payment is due.

Property taxes, income taxes and investment income associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All revenue items are considered to be measurable and available only when cash is received by the City.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds include the cost of these goods and services provided. Operating expenses of the enterprise funds include the cost of these goods and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Internal balance amounts are eliminated in the governmental and business-type activities columns of the statement of net position, except for any net residual amounts due between governmental and business-type activities, which are presented as "internal balances". The internal balances line item comprises the allocation of the business-type activities interest in the internal service funds that are included within the governmental activities.

### **Equity in Pooled Cash and Investments**

Investments are reported at fair value, which is based on quoted market prices. For investments in open-end mutual funds, fair value is determined by the fund's share price. Investments with an original maturity of three months or less at the time of purchase, and investments of the cash management pool are reported as cash equivalents on the financial statements.

### **Receivables**

All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Inventory**

Inventories consist of consumable supplies and are stated at cost, using the first-in/first-out (FIFO) method. The cost of such inventories is recorded as expenses / expenditures when consumed rather than purchased.

### **Prepaid Items**

Payments made to vendors for services that will benefit future periods are recorded as prepaid expenses in both the government-wide and fund financial statements. The cost of prepaid items is recorded as expenses / expenditures when consumed rather than purchased.

### **Long-Term Obligations**

In the government-wide and proprietary fund type financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets.

### **Capital Assets**

Capital assets include land, land improvements, buildings, improvements, vehicles, machinery, equipment, infrastructure, construction in progress and all other assets used in operations and that have initial useful lives expending beyond a single reporting period. Infrastructure is defined as long-lived capital assets that are normally stationary in nature and can be preserved for a significantly greater number of years than most capital assets.

Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation. Capital assets are recorded as expenditures of the current period in the governmental fund financial statements and are not depreciated. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives is not capitalized. All capital assets are depreciated except for land and construction in progress. Improvements are depreciated over the remaining useful lives of the related capital assets.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Depreciation is computed using the straight-line method over the estimated useful lives of the assets. Estimated useful lives of the various classes of depreciable capital assets are as follows:

Machinery, vehicles and equipment	5-20 years
Buildings and improvements	10-50 years
Infrastructure	15-50 years

### **Compensated Absences**

The City's policy permits employees to accumulate earned but unused vacation and sick leave benefits, which are eligible for payment upon separation from government service. All vacation and sick leave is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured as a result of employee resignations and retirements.

### **Fund Balance Classifications**

The following classifications of fund balances are used by the City:

- *Nonspendable fund balance* – amounts that are not in a spendable form (such as inventory) or are required to be maintained intact;
- *Restricted fund balance* – amounts constrained to specific purposes by their providers (such as grantors, donors, and higher levels of government), through constitutional provisions, or by enabling legislation;
- *Committed fund balance* – amounts committed to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- *Assigned fund balance* – amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
- *Unassigned fund balance* – amounts that are available for any purpose; positive amounts are reported in the general fund only.

City Council establishes (and modifies or rescinds) fund balance commitments by passage of an ordinance or resolution. This is typically done through adoption or amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund (such as the purchase of fixed assets, construction, or for other purposes.)

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### **Net Position**

Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. The City applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available. Of the City's \$1,394,900 in restricted net position, none was restricted by enabling legislation.

### **Estimates**

The preparation of the financial statements in conformity with generally accepted accounting principles in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

### **Grants and Other Intergovernmental Revenues**

All reimbursement-type grants are recorded as intergovernmental receivables and revenues or deferred inflows of resources when the related expenditures are incurred.

### **Interfund Activity**

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general revenues. Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after nonoperating revenues/expenses in proprietary funds. Repayment from funds responsible for particular expenditures/expense to funds that initially paid for them are not presented on the financial statements.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 2 – POOLED CASH AND INVESTMENTS

The City maintains a cash and investments pool that is available for use by all funds. Money for all funds, including proprietary funds, is maintained in this pool. Individual fund integrity is maintained through the City's records. Each fund's interest in the pooled bank account is presented as "equity in pooled cash and investments" on the financial statements.

Investment earnings are distributed to the funds according to charter and statutory requirements. Investment earnings reported in the statement of activities for 2012 amounted to \$70,237. This amount includes an increase of \$3,566 to reflect the market value of the City's investments at December 31, 2012.

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

Public depositories must give security for all public funds on deposit. According to the City's Deposit and Investment Policy, these institutions may either specifically collateralize individual accounts in lieu of amounts insured by the Federal Deposit Insurance Corporation (FDIC), or may pledge a pool of government securities, the face value of which is at least 105 percent of the total value of public monies on deposit at the institution.

*Deposits:* At year end, the carrying amount of the City's cash on hand was \$1,375, the City's deposits were \$6,500,527 and the bank balance was \$6,833,912. Of the bank balance, \$1,329,078 was covered by federal deposit insurance; the remaining \$5,504,834 of the City's bank balance was exposed to custodial risk and was collateralized with securities held by the pledging financial institutions trust department or agent but not in the City's name, per Ohio Revised Code Section 135.181. The City has no deposit policy for custodial credit risk.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 2 – DEPOSITS AND INVESTMENTS (Continued)

*Investments:* At year-end, the City had the following investments:

	Fair Value	Investment Maturities (in Years)		
		Less than One Year	One to Five Years	Five to Seven Years
Federal Home Loan Bank	\$ 5,007,250	\$ -	\$ -	\$ 5,007,250
Federal Farm Credit Bank	1,003,630	-	-	1,003,630
Total	\$ 6,010,880	\$ -	\$ -	\$ 6,010,880

*Interest Rate Risk* – The City’s investment policy states that the maximum maturity for any investment is limited to a final stated maturity of seven years, an expected call of seven years, or an expected average life of seven years, where the average life is estimated by nationally recognized firms independent of the dealer selling the security to the City.

*Credit Risk* – The City’s investment policy states that investment in corporate entities must have a debt rating of AA or better by Standard & Poors’ or Moody’s rating service. The City’s investments in US government agencies all have a rating of AA+ by Standard & Poors’ and AAA by Moody’s.

*Concentration of Credit Risk* – The City’s investment policy does not place any limit on investments in any single issuer. Five percent or more of the City’s investments are in the following:

<u>Investment</u>	<u>Percent</u>
Federal Home Loan Bank	83.30%
Federal Farm Credit Bank	16.70%

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 3 – RECEIVABLES AND PAYABLES

### Income Tax

The City levies a municipal income tax of two and one-half percent on substantially all income earned within the City. Additional increases in the income tax rate require voter approval. City residents pay City income tax on income earned outside the City; however, a credit is allowed for income taxes paid to other municipalities. Filing is mandatory for all residents of the City. Employers within the City are required to withhold income tax on employee compensation and remit the tax to the City either monthly or quarterly. Corporations and other individual taxpayers pay estimated taxes quarterly and file an annual declaration.

### Property Taxes

Property taxes include amounts levied against all real, public utility and tangible (used in business) personal property located in the City.

Real property taxes are levied each December 31<sup>st</sup> on the assessed value listed as of the prior December 31<sup>st</sup>. Assessed values are established by State law at 35% of true value. Property market values are required to be updated every three years and revalued every six years. Property values were revalued in 2008 and updated in 2011.

The property tax calendar is as follows:

Levy date	December 31, 2011
Lien date	December 31, 2011
Tax bill mailed	January 20, 2012
First installment payment due	February 15, 2012
Second installment payment due	July 15, 2012

The assessed values for the City at December 31, 2012 were as follows:

	<u>Assessed Value</u>
Real Estate	\$298,446,450
Tangible Personal Property	<u>1,670,940</u>
Total	<u>\$300,117,390</u>

The County Treasurer collects property taxes on behalf of all taxing districts including the City of Oakwood. The County periodically remits to the City its portion of the taxes collected. Property taxes may be paid on either an annual or semiannual basis.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 3 – RECEIVABLES AND PAYABLES (Continued)

### Receivables / Deferred Inflows of Resources

Governmental funds report deferred inflows of resources in connection with receivable for revenues that are not considered available to liquidate liabilities of the current period. The balances at December 31, 2012 were:

	Governmental Funds	
	Receivables	Deferred Inflows of Resources
Property taxes	\$ 881,008	\$ 881,008
Income taxes	2,199,537	1,298,578
Accounts receivable	111,529	48,409
Special assessments	144,728	144,728
Interest	9,153	9,153
Intergovernmental	<u>396,114</u>	<u>353,808</u>
	<u>\$ 3,742,069</u>	<u>\$ 2,735,684</u>

Accounts receivable consists of primarily charges for water and sewer services, sidewalk repair and emergency medical transportation services provided by the City of Oakwood. Special assessments consist of mainly charges for street lighting. Intergovernmental receivables are amounts due to the City from other governmental units, primarily estate and gasoline taxes.

### Payables

The balances at December 31, 2012 were:

Governmental Funds Payables	
Accounts payable	\$ 28,036
Contracts payable	34,738
Accrued wages	240,534
Intergovernmental	473,589
Accrued interest	<u>26,947</u>
	<u>\$ 803,844</u>

The payables and accrued liabilities were primarily for materials and services, payroll and payroll related liabilities that were expensed but the funds had not been disbursed, both due to the normal lag in processing such transactions at year-end.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 4 – CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2012 was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
<i>Governmental Activities</i>				
Non-depreciable capital assets:				
Land	\$ 4,672,504	\$ -	\$ -	\$ 4,672,504
Construction in progress	111,063	-	(111,063)	-
Non-depreciable capital assets	4,783,567	-	(111,063)	4,672,504
Depreciable capital assets:				
Buildings	14,862,914	-	-	14,862,914
Land Improvements	2,749,861	-	-	2,749,861
Equipment	2,411,114	20,663	(14,796)	2,416,981
Vehicles	2,840,204	73,324	(275,224)	2,638,304
Infrastructure	33,644,072	100,000	-	33,744,072
Depreciable capital assets	56,508,165	193,987	(290,020)	56,412,132
Less accumulated depreciation:				
Buildings	(4,020,021)	(480,000)	-	(4,500,021)
Land Improvements	(1,324,513)	(83,223)	-	(1,407,736)
Equipment	(1,889,843)	(128,103)	14,796	(2,003,150)
Vehicles	(2,347,730)	(144,897)	275,224	(2,217,403)
Infrastructure	(11,851,428)	(717,727)	-	(12,569,155)
Accumulated depreciation	(21,433,535)	(1,553,950)	290,020	(22,697,465)
Depreciable capital assets, net	35,074,630	(1,359,963)	-	33,714,667
Governmental activities capital assets, net	\$ 39,858,197	\$ (1,359,963)	\$ (111,063)	\$ 38,387,171

Depreciation expense was charged to governmental functions as follows:

Public works	\$ 602,948
General government	628,794
Security of persons and property	88,905
Community environment	34,462
Leisure time activities	4,472
Capital assets held by the City's internal service funds are charged to the various functions based on their usage of the assets	194,369
Total depreciation expense - governmental activities	\$ 1,553,950

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 4 – CAPITAL ASSETS (Continued)

	Beginning Balance	Additions	Deletions	Ending Balance
<i>Business-type Activities</i>				
Non-depreciable capital assets:				
Land	\$ 283,820	\$ -	\$ -	\$ 283,820
Depreciable capital assets:				
Buildings	815,840	-	-	815,840
Land Improvements	188,534	-	-	188,534
Equipment	2,549,297	17,214	-	2,566,511
Vehicles	383,125	-	-	383,125
Infrastructure	4,686,447	-	-	4,686,447
Depreciable capital assets	<u>8,623,243</u>	<u>17,214</u>	<u>-</u>	<u>8,640,457</u>
Less accumulated depreciation:				
Buildings	(425,337)	(20,778)	-	(446,115)
Land Improvements	(122,394)	(5,327)	-	(127,721)
Equipment	(2,541,067)	(6,933)	-	(2,548,000)
Vehicles	(366,990)	(7,235)	-	(374,225)
Infrastructure	<u>(3,003,114)</u>	<u>(53,038)</u>	<u>-</u>	<u>(3,056,152)</u>
Accumulated depreciation	(6,458,902)	(93,311)	-	(6,552,213)
Depreciable capital assets, net	<u>2,164,341</u>	<u>(76,097)</u>	<u>-</u>	<u>2,088,244</u>
Business-type Activities capital assets, net	<u>\$ 2,448,161</u>	<u>\$ (76,097)</u>	<u>\$ -</u>	<u>\$ 2,372,064</u>

## NOTE 5 – DEFINED BENEFIT PENSION PLANS

Substantially all City employees are covered by one of the two cost-sharing multiple-employer defined benefit pension plans, namely, the Ohio Police and Fire Pension Fund (OP&F) or the Ohio Public Employees Retirement System of Ohio (OPERS). Both funds provide retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries.

### Ohio Public Employees Retirement System

The City of Oakwood participates in the Ohio Public Employees Retirement System of Ohio (OPERS), which administers three separate pension plans; the Traditional Pension Plan (TP), the Member-Directed Plan (MD) and the Combined Plan (CO). The TP is a cost sharing, multiple-employer defined benefit pension plan. The MD is a defined contribution plan in which the member invests both employee and employer contributions (employer contributions vested over five years at 20 percent per year), and members accumulate retirement assets equal to the

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## **NOTE 5 – DEFINED BENEFIT PENSION PLANS (Continued)**

value of member and (vested) employer contribution plus any investment earnings. The CO is a cost sharing, multiple-employer defined benefit plan where employer contributions are invested by OPERS to provide a formula retirement benefit similar to the TP benefit, but the member contribution is self-directed by the members and accumulate retirement assets in a manner similar to the MD.

OPERS provides retirement, disability, survivor and death benefits and annual cost-of-living adjustments to members of the TP and CO Plans. Members of the MD do not qualify for ancillary benefits. Authority to establish and amend benefits is provided by state statute per 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, Ohio 43215-4642, or by calling (800) 222-7377.

The Ohio Revised Code provides statutory authority for employee and employer contributions. For 2012, member and employer contribution rates were consistent across all three plans. The 2012 member contribution rate was 10.0% and the City's contribution rate was 14.0% of covered payroll. The City's required contributions to the plans for the years ending December 31, 2012, 2011 and 2010 were \$583,101, \$554,906, and \$551,904, respectively. Total contributions for 2012 represented 89.3% of required contributions for the year, with 100% being contributed for 2011 and 2010.

### **Ohio Police and Fire Pension Fund**

The City of Oakwood contributes to the Ohio Police and Fire Pension Fund (OP&F), a cost-sharing multiple-employer defined pension plan. OP&F provides retirement and disability benefits, cost-of-living adjustments, and death benefits to plan member and beneficiaries. Authority to establish and amend benefits is provided by state statute per 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 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% for the City's safety officers. The City's contributions to OP&F for the years ending December 31, 2012, 2011 and 2010 were \$620,254, \$618,746 and \$597,707, respectively. Total contributions for 2012 represented 72.9% of required contributions for the year, with 100% being contributed for 2011 and 2010.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## **NOTE 6 – OTHER POST EMPLOYMENT BENEFITS**

In addition to the pension benefits described in Note 5, both the Ohio Public Employees Retirement System (OPERS) and the Ohio Police and Fire Pension (OP&F) provide post retirement health care coverage, which meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB 45, *“Accounting and Financial Reporting by Employers for Post-employment Benefits other than Pension.”* For both systems, the Ohio Revised Code (ORC) permits, but does not mandate, OPEB benefits to its eligible members and beneficiaries. Authority to establish and amend benefits is provided in the ORC Chapter 145 for OPERS and Chapter 742 for OP&F.

### **Ohio Public Employees Retirement System**

OPERS administers three separate pension plans, the Traditional Pension Plan (TP), the Member-Directed Plan (MD) and the Combined Plan (CO), all of which are described in note 5. OPERS maintains a cost-sharing multiple employer defined benefit post employment healthcare plan, which provides a medical plan, prescription drug plan program and Medicare Part B premium reimbursement, to age and service retirees with 10 or more years of qualifying Ohio service credit of both the TP and CO. Members of the MD do not qualify for ancillary benefits, including post employment health care coverage. Health care coverage for disability recipients and qualified survivor benefit recipients is available.

The ORC 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 is set aside for the funding of post retirement health care benefits. Participating employers are required to contribute to the pension plan at rates expressed as percentages of the payroll of active pension plan members, currently, 14.0%. The ORC states that the employer contribution may not exceed 14.0% of covered payroll. Active members do not make contributions to the OPEB Plan.

OPERS post-employment healthcare plan was established and is administered in accordance with, Internal Revenue Code 401(h). Each year, the OPERS Retirement Board determines the portion of the employer contribution rate that will be set aside for funding of post employment healthcare benefits. For Traditional Plan members in 2012, the employer contribution allocated to the health care plan was 4.0% of covered payroll. For Combined Plan members in 2012, the employer contribution allocated to the health care plan was 6.05% of covered payroll. The OPERS Retirement Board is also authorized to establish rules for the payment of a portion of the health care benefits provided by the retiree or surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected. City contributions allocated to fund post-employment benefits for 2012, 2011 and 2010 were \$166,600, \$158,537 and \$200,801 respectively, equal to the required contributions. Changes to the health care plan were adopted in 2012 with a transition plan beginning in 2014. Because of these changes and the

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## **NOTE 6 – OTHER POST EMPLOYMENT BENEFITS (Continued)**

recent passage of pension legislation, OPERS expects to be able to consistently allocate 4.0% of the employer contributions toward the health care fund after the transition period.

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

### **Ohio Police and Fire Pension Fund**

OP&F sponsors a cost-sharing multiple employer defined post retirement 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.

The ORC provides the statutory authority requiring public employers to fund post retirement health care through their contributions to OP&F. A portion of each employer's contribution is set aside for the funding of post retirement health care benefits. 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%. The ORC states that the employer contribution may not exceed 19.5% of covered payroll. 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 accounts and one for Medicare Plan B reimbursements administered as an IRS code section 401(h) account, both of which are within the defined benefit pension plan, under authority granted by the ORC 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 Section 155 trust and the Section 401(h) account as the employer contribution for retiree healthcare benefits. For the year ended December 31, 2012, the employer contribution allocated to the healthcare plan was 6.75% of covered payroll. The amount of employer contributions allocated to the healthcare plan each year is subject to the trustees' primary responsibility to ensure that pension benefits are adequately funded and also is limited by the provisions of Sections 115 and 401(h). The OP&F board of trustees is authorized to establish requirements for contributions to the healthcare plan by retirees and their eligible dependents, or surviving beneficiaries. Payment amounts vary depending upon the number of covered dependents and the coverage selected. City contributions allocated to fund post-employment benefits for 2012, 2011 and 2010 were \$214,703, \$136,743 and \$167,373, respectively, equal to the required contributions for the year.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 6 – OTHER POST EMPLOYMENT BENEFITS (Continued)

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 OP&F, 140 East Town Street, Columbus, Ohio 43215-5164.

### Other Employee Benefits:

#### Compensated Absences:

##### Accumulated Unpaid Vacation

City employees earn vacation leave at varying rates based upon length of service. In the case of death or retirement, an employee (or his estate) is paid for his unused vacation leave. The total obligation for vacation leave for the City amounted to \$523,124 at December 31, 2012.

##### Accumulated Unpaid Sick Leave

City employees earn sick leave at a rate of ten hours per month. A maximum of 150 days of sick leave can be carried forward from year to year. Any employee who retires under the provisions of the Ohio Public Employees Retirement System or the Ohio Police and Fire Pension Fund, or any other plan of the State of Ohio or the City of Oakwood, will be compensated for accumulated sick leave of sixty (60) days or more, upon the basis of one day's pay for every three (3) days sick leave. If an employee has accumulated one hundred twenty (120) days of sick leave or more, the employee or his beneficiary will be compensated at retirement or death at one day's pay for each two (2) days of sick leave, on the same terms as outlined above, but in place of the formula outlined above. The total obligation for the sick leave accrual for the City amounted to \$883,754 at December 31, 2012.

## NOTE 7 – OTHER COMMITMENTS

Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilitate effective cash planning and control. At year end the amount of encumbrances expected to be honored upon performance by the vendor in the next year were as follows:

General fund	\$ 97,414
Capital improvement funds	433,724
Other governmental funds	<u>495,261</u>
Total	<u>\$ 1,026,399</u>

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 8—LONG-TERM OBLIGATIONS AND OTHER FINANCING ARRANGEMENTS

### **Short-term Obligations**

In March, 2012 the City issued a general obligation note that will mature on March 7, 2013. The proceeds of the note were used to pay the debt service on the \$2.15 million 2007 Capital Facilities Note and the \$2.10 million 2007 Land Acquisition Note. These short-term notes were originally issued to provide financing for the construction of a new public works facility, the renovations to the City’s administration and safety building and the acquisition of land for parks and recreational activities. The note will be paid from general revenues and is backed by the full faith and credit of the City. Interest expense on the notes amounted to \$28,316 for the year ended December 31, 2012.

The following is a summary of the short-term note transactions for the year ended December 31, 2012:

		Beginning Balance	Additions	Reductions	Ending Balance
<b><u>Governmental Activities:</u></b>					
2011 Various Purpose Notes	- 1.125%	\$ 2,524,000	\$ -	\$ 2,524,000	\$ -
2012 Various Purpose Notes	- 1.125%	-	2,402,000	-	2,402,000
		<u>\$ 2,524,000</u>	<u>\$ 2,402,000</u>	<u>\$ 2,524,000</u>	<u>\$ 2,402,000</u>

### **Long-term Obligations**

In 1969, the City entered into an agreement with the State of Ohio to fund the unfunded pension costs associated with police and fire service. The original obligation was \$718,825 and is being repaid through local property tax revenues.

In 1996, the City received an interest free loan through the State of Ohio’s Public Works Commission Issue II program in the amount of \$517,177. The proceeds were used to improve the City’s sanitary sewer system. Repayment is being made from operating revenues of the sewer fund.

Compensated absences will be paid from the fund in which the employee who has earned the leave is paid.

The Ohio Revised Code provides that the total net debt of a municipal corporation, whether or not approved by the electors, shall not exceed 10.5% of the total value of all property in the municipal corporation as listed and assessed for taxation. In addition, the unvoted net debt of a municipal corporation cannot exceed 5.5% of the total value of all property in the municipal corporation as listed and assessed for taxation. As of December 31, 2012, the City had legal debt margin for total debt of \$31,512,326 and a legal debt margin for unvoted debt of \$16,506,456.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 8—LONG-TERM OBLIGATIONS AND OTHER FINANCING ARRANGEMENTS (Continued)

The following is a summary of long-term liability activity for the year ended December 31, 2012:

	Beginning Balance	Additions	Reductions	Ending Balance	Due within One Year
<u>Governmental Activities:</u>					
Police and Fire Pension	\$ 530,301	\$ -	\$ 13,545	\$ 516,756	\$ 14,128
Compensated Absences Payable	<u>1,298,042</u>	<u>435,925</u>	<u>461,615</u>	<u>1,272,352</u>	<u>193,361</u>
Total	<u>\$ 1,828,343</u>	<u>\$ 435,925</u>	<u>\$ 475,160</u>	<u>\$ 1,789,108</u>	<u>\$ 207,489</u>
<u>Business-Type Activities:</u>					
OPWC Loan Payable	\$ 116,365	\$ -	\$ 25,859	\$ 90,506	\$ 25,859
Compensated Absences Payable	<u>108,960</u>	<u>76,856</u>	<u>51,290</u>	<u>134,526</u>	<u>26,906</u>
Total	<u>\$ 225,325</u>	<u>\$ 76,856</u>	<u>\$ 77,149</u>	<u>\$ 225,032</u>	<u>\$ 52,765</u>

Principal and interest requirements to retire the city's long-term obligations outstanding at December 31, 2012 were:

Year Ending December 31,	Police and Fire Pension		OPWC Loan Payable	
	Principal	Interest	Principal	Interest
2013	14,128	21,814	25,859	
2014	14,734	21,207	25,859	-
2015	15,367	20,574	25,859	-
2016	16,027	19,914	12,929	-
2017	16,716	19,225	-	-
2018-2022	94,986	84,721	-	-
2023-2027	117,214	62,493	-	-
2028-2032	144,644	35,063	-	-
2033-2035	<u>82,940</u>	<u>5,294</u>	-	-
Total	<u>\$ 516,756</u>	<u>\$ 290,305</u>	<u>\$ 90,506</u>	<u>\$ -</u>

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 9 – TRANSFERS

The following is a summary of transfers in and out for all funds in 2012:

<u>Fund</u>	<u>Transfers-in</u>	<u>Transfers-out</u>
General	\$ -	\$ 1,291,153
Capital improvement	\$ 543,052	\$ -
Other governmental	748,101	-
	<hr/>	<hr/>
Total transfers	<u>\$ 1,291,153</u>	<u>\$ 1,291,153</u>

All interfund transfers are routine in nature and are to subsidize the operations of the applicable fund.

## NOTE 10 – RISK MANAGEMENT

The City is exposed to various risks of losses related to torts; thefts of, damage to, and destruction of assets, errors and omissions, and natural disasters. The City secures general liability, property and automobile coverage through The Ohio Plan. This plan does not operate as a risk pool, but provides insurance protection through reinsurance treaties. The plan retains 15% of the premiums and losses on the first \$250,000 of the casualty treaty and 10% of premiums and losses on the first \$1,000,000 of the property treaty. The City pays an annual premium to The Ohio Plan for this coverage. Insurance will cover up to the limits as stated below:

	<u>Per Occurrence</u>	<u>Annual Aggregate</u>	<u>Deductible</u>
General liability	\$ 6,000,000	\$ 8,000,000	\$ 1,000
Employers liability	\$ 6,000,000	\$ 6,000,000	N/A
Employee benefits liability	\$ 6,000,000	\$ 8,000,000	N/A
Law enforcement officers liability	\$ 6,000,000	\$ 8,000,000	\$ 2,500
Public official liability	\$ 6,000,000	\$ 8,000,000	\$ 2,500
Automobile liability	\$ 6,000,000	N/A	Comprehensive - \$500 Collision - \$1,000

There were no reductions in insurance coverage during the year in any category of risk. Settled claims did not exceed insurance coverage in each of the past three years.

The City pays the State Workers' Compensation System a premium based on salaries paid. The City also provides medical, dental, vision and life insurance to all full-time employees. In 2012, the City paid approximately 90% of the premiums for medical coverage, approximately 80% of the premiums for dental insurance, and 100% of the premiums for life insurance. The City is self-insured for vision insurance. Vision payments were \$13,986, \$8,513 and \$13,538 for the years ended December 31, 2012, 2011 and 2010, respectively.

# CITY OF OAKWOOD, OHIO

Notes to the Basic Financial Statements  
For the Year Ended December 31, 2012

## NOTE 11 – CONTINGENT LIABILITIES

The City is named in a variety of lawsuits in the course of its normal governmental operations. Liability, if any, which might result from these proceedings would not, in the opinion of management and legal counsel, have a material adverse effect on the financial position of the City.

Amounts received or receivables from grant agencies are subject to audit and adjustment by grantor agencies, principally the Federal or State governments. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

The City currently receives a significant amount of estate tax as intergovernmental revenue from the State. Effective January 1, 2013, the State has eliminated the estate tax. It is expected that the loss of this revenue will reduce current fund balance reserves and the City will be looking at ways to compensate for this loss of revenue.

## NOTE 12 – NEW GASB STANDARDS

The City implemented the following GASB statements during 2012:

GASB Statement No. 63, *“Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position.”* This Statement provides financial reporting guidance for deferred outflows and deferred inflows of resources and renaming net assets to net position.

GASB Statement No. 65, *“Items Previously Reported as Assets and Liabilities.”* This Statement establishes accounting and financial reporting standards that reclassify and recognize, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities. The previously reported “deferred revenue” have been reclassified as “deferred inflows of resources” on the City’s financial statements as a result of implementing this Statement.



**Required Supplementary Information**

# CITY OF OAKWOOD, OHIO

Schedule of Revenues, Expenditures and Changes  
in Fund Balances - Budget and Actual Budgetary (Non-GAAP) Basis  
General Fund  
For the Year Ended December 31, 2012

	Budget Amounts		Actual	Variance with Final Budget
	Original	Final		
<b>Revenues</b>				
Income taxes	\$ 6,000,000	\$ 6,000,000	\$ 6,222,467	\$ 222,467
Property taxes	1,386,000	1,386,000	1,469,364	83,364
Intergovernmental	2,979,245	2,979,245	695,234	(2,284,011)
Charges for services	121,375	121,375	95,484	(25,891)
Fines, licenses and permits	129,300	129,300	144,691	15,391
Investment earnings	40,000	40,000	25,145	(14,855)
Donations	1,400	1,400	4,174	2,774
Miscellaneous	24,725	24,725	35,578	10,853
<b>Total revenues</b>	<u>10,682,045</u>	<u>10,682,045</u>	<u>8,692,137</u>	<u>(1,989,908)</u>
<b>Expenditures</b>				
Current:				
Security of persons and property	5,210,630	5,210,630	5,004,579	206,051
Community environment	647,250	647,250	531,417	115,833
General government	2,294,834	2,294,834	2,069,233	225,601
<b>Total expenditures</b>	<u>8,152,714</u>	<u>8,152,714</u>	<u>7,605,229</u>	<u>547,485</u>
<b>Excess of revenues over (under) expenditures</b>	<u>2,529,331</u>	<u>2,529,331</u>	<u>1,086,908</u>	<u>(1,442,423)</u>
<b>Other financing sources (uses)</b>				
Transfers out	(2,612,540)	(2,612,540)	(2,384,647)	227,893
<b>Total other financing sources (uses)</b>	<u>(2,612,540)</u>	<u>(2,612,540)</u>	<u>(2,384,647)</u>	<u>227,893</u>
Net change in fund balance	(83,209)	(83,209)	(1,297,739)	(1,214,530)
Fund balance, beginning of year	1,592,566	1,592,566	1,592,566	-
Prior Year Encumbrances Appropriated	8,746	8,746	8,746	-
<b>Fund balance, end of year</b>	<u>\$ 1,518,103</u>	<u>\$ 1,518,103</u>	<u>\$ 303,573</u>	<u>\$ (1,214,530)</u>

See notes to required supplementary information.

# CITY OF OAKWOOD, OHIO

Notes to the Required Supplementary Information  
For the Fiscal Year Ended December 31, 2012

## **Note 1 – Budgetary Basis of Accounting**

While the City is 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 the basis of cash receipts, disbursements, and encumbrances. The statement of revenues, expenditures and changes in fund balances – budget (non-GAAP) and actual presented for the general fund is presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and GAAP basis are that:

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
2. Expenditures/expenses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Outstanding year-end encumbrances are treated as expenditures/expenses (budget basis) rather than as an assignment of fund balance for governmental fund types or note disclosure for proprietary fund types (GAAP basis).
4. Proceeds from and principal payments on short-term note obligations are reported on the operating statement (budget basis) rather than as balance sheet transactions (GAAP basis).
5. The general fund (GAAP Basis) includes several funds required to be combined as opposed to the general fund (Budget basis) which is just the general fund.

Additionally, all annual appropriations lapse at year-end to the extent they have been expended or lawfully encumbered. The ending fund balances shown are unencumbered cash balances. This basis is utilized for all interim financial statements issued during the year.

## **Note 2 – Budgetary Process**

All funds, except for 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 appropriation resolution, all of which are prepared on the budgetary basis of accounting. The tax budget demonstrates a

# CITY OF OAKWOOD, OHIO

Notes to the Required Supplementary Information  
For the Fiscal Year Ended December 31, 2012

## Note 2 – Budgetary Process (Continued)

need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amount Council may appropriate. The appropriation resolution is Council's authorization to spend resources and sets annual limits on expenditures plus encumbrances at the level of control selected by Council. The legal level of control has been established by the Council at the fund level for all funds. Appropriations may be allocated within each function, department and object level within each fund. Council must approve any revisions that alter total fund appropriations.

The certificate of estimated resources may be amended during the year if projected increases or decreases in revenue are identified by the Finance Director. 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 certificate at the time final appropriations were adopted.

The appropriation resolution is subject to amendment by Council 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 covers 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 Council during the year.

## Note 3 – Reconciliation of Budget Basis to Governmental GAAP Basis

The following table summarizes the adjustments necessary to reconcile the Governmental GAAP basis statements to the budgetary basis statements:

	<u>General Fund</u>
GAAP Basis	\$ (1,320,206)
Adjustments:	
Other fund balances included in governmental GAAP basis	279,167
Revenue accruals	4,369
Expenditure accruals	(199,597)
Encumbrances	(97,413)
Transfers	<u>35,941</u>
Budgetary Basis	<u>\$ (1,297,739)</u>



# Dave Yost • Auditor of State

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

City of Oakwood  
Montgomery County  
30 Park Avenue  
Dayton, Ohio 45419

To the City Council:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Oakwood, Montgomery County, (the City) as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated June 12, 2013, wherein we noted the City adopted the provisions of Governmental Accounting Standards Board Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and Governmental Accounting Standards Board Statement No. 65, *Items Previously Reported as Assets and Liabilities*.

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

As part of our financial statement audit, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinion on the financial statements, but not to the extent necessary to opine on the effectiveness of the City's internal control. Accordingly, we have not opined on it.

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 a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the City's financial statements. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all internal control deficiencies that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any deficiencies in internal control that we consider material weaknesses. However, unidentified material weaknesses may exist.

***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, opining 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*.

***Purpose of this Report***

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping "D" and "Y".

**Dave Yost**  
Auditor of State

June 12, 2013



# Dave Yost • Auditor of State

**CITY OF OAKWOOD**

**MONTGOMERY 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  
JUNE 27, 2013**