

***CITY OF CHEVIOT
HAMILTON COUNTY, OHIO***

AUDIT REPORT

FOR THE YEAR ENDED DECEMBER 31, 2011

Charles E. Harris and Associates, Inc.
Certified Public Accountants and Government Consultants



Dave Yost • Auditor of State

City Council
City of Cheviot
3814 Harrison Avenue
Cheviot, Ohio 45211

We have reviewed the *Report on Independent Accountants* of the City of Cheviot, Hamilton County, prepared by Charles E. Harris & Associates, Inc., for the audit period January 1, 2011 through December 31, 2011. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

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

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Dave Yost
Auditor of State

January 31, 2013

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CITY OF CHEVIOT, OHIO
AUDIT REPORT
For the Year Ended December 31, 2011

TABLE OF CONTENTS

<u>TITLE</u>	<u>PAGE</u>
Report of Independent Accountants	1
Management’s Discussion and Analysis	3
Statement of Net Assets	11
Statement of Activities	12
Balance Sheet – Governmental Funds	14
Reconciliation of Total Governmental Fund Balances to Net Assets of Governmental Activities	15
Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds	16
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	17
Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – General Fund	18
Statement of Net Assets – Enterprise Fund	19
Statement of Revenues, Expenses and Changes in Fund Net Assets – Enterprise Fund	20
Statement of Cash Flows – Enterprise Fund	21
Statement of Fiduciary Assets and Liabilities -Agency Funds	22
Notes to the Basic Financial Statements	23
Independent Accountants’ Report on Internal Control over Financial Reporting and on Compliance and Other Matters Required by <i>Government Auditing Standards</i>	49
Schedule of Findings	51
Schedule of Prior Year Audit Findings	52

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REPORT OF INDEPENDENT ACCOUNTANTS

City of Cheviot
Hamilton County
3814 Harrison Avenue
Cheviot, Ohio 45211

To City Council:

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 Cheviot, Hamilton County, Ohio (the "City"), as of and for the year ended December 31, 2011, which collectively comprise the City's basic financial statements as listed in the table contents. These financial statements are the responsibility of the City's management. Our responsibility is to express opinions on these financial statements based on our audit.

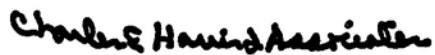
We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform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

In our opinion, the basic 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 Cheviot, Hamilton County, Ohio, as of December 31, 2011, and the respective changes in its financial position and cash flows, where applicable, thereof and the budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 14, during 2011 the City adopted Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

In accordance with *Government Auditing Standards*, we have also issued our report dated November 21, 2012, on our consideration of the City's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis information on pages 3 through 10 be presented to supplement the basic financial statements. Although this information is not part of the basic financial statements, the Governmental Accounting Standards Board considers it essential for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any other assurance.

A handwritten signature in black ink that reads "Charles E. Harris". The signature is written in a cursive, slightly slanted style.

Charles E. Harris & Associates, Inc.
November 21, 2012

CITY OF CHEVIOT, OHIO

***Management's Discussion and Analysis
For the Year Ended December 31, 2011***

Unaudited

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

FINANCIAL HIGHLIGHTS

Key financial highlights for 2011 are as follows:

- ❑ In total, net assets increased \$659,622. Net assets of governmental activities increased \$664,144, which represents an 11% increase from 2010. Net assets of business-type activities decreased \$4,522 or 6% from 2010.
- ❑ General revenues accounted for \$4,228,012 in revenue or 75% of all revenues. Program specific revenues in the form of charges for services and grants and contributions accounted for \$1,390,014, 25% of total revenues of \$5,618,026.
- ❑ The City had \$4,919,045 in expenses related to governmental activities; only \$1,355,177 of these expenses were offset by program specific charges for services, grants or contributions. General revenues of \$4,228,012 were adequate to provide for these programs.
- ❑ The City's general fund had \$4,401,424 in revenues and \$4,314,980 in expenditures. The general fund's fund balance increased from \$797,514 to \$821,059.

OVERVIEW OF THE FINANCIAL STATEMENTS

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

These statements are as follows:

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

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

CITY OF CHEVIOT, OHIO

*Management's Discussion and Analysis
For the Year Ended December 31, 2011*

Unaudited

Government-wide Statements

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

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

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

The government-wide financial statements of the City are divided into two categories:

- *Governmental Activities* – Most of the City's program's and services are reported here including security of persons and property, public health and welfare, leisure time activities, community environment, public works, transportation and general government.
- *Business-Type Activities* – These services are provided on a charge for goods or services basis to recover all of the expenses of the goods or services provided. The City's swimming pool operations are reported as business-type activities.

Fund Financial Statements

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

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

CITY OF CHEVIOT, OHIO

**Management's Discussion and Analysis
For the Year Ended December 31, 2011**

Unaudited

Proprietary Funds – Proprietary funds use the same basis of accounting as business-type activities; therefore, these statements will essentially match. The proprietary fund financial statements provide separate information for the City's swimming pool operations.

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

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

The following table provides a summary of the City's net assets for 2011 compared to 2010.

	Governmental Activities		Business-type Activities		Total	
	2011	2010	2011	2010	2011	2010
Current and other assets	\$4,531,035	\$4,392,998	\$2,391	\$3,296	\$4,533,426	\$4,396,294
Capital assets, Net	4,195,775	3,880,152	70,454	74,172	4,266,229	3,954,324
Total assets	8,726,810	8,273,150	72,845	77,468	8,799,655	8,350,618
Long-term debt outstanding	122,396	163,002	0	0	122,396	163,002
Other liabilities	2,145,833	2,315,711	0	101	2,145,833	2,315,812
Total liabilities	2,268,229	2,478,713	0	101	2,268,229	2,478,814
Net assets						
Invested in capital assets, net of related debt	4,195,775	3,836,148	70,454	74,172	4,266,229	3,910,320
Restricted	940,994	654,562	0	0	940,994	654,562
Unrestricted	1,321,812	1,303,727	2,391	3,195	1,324,203	1,306,922
Total net assets	<u>\$6,458,581</u>	<u>\$5,794,437</u>	<u>\$72,845</u>	<u>\$77,367</u>	<u>\$6,531,426</u>	<u>\$5,871,804</u>

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CITY OF CHEVIOT, OHIO

**Management's Discussion and Analysis
For the Year Ended December 31, 2011**

Unaudited

Changes in Net Assets – The following table shows the changes in net assets for 2011 compared to 2010:

	Governmental Activities		Business-type Activities		Total	
	2011	2010	2011	2010	2011	2010
Revenues						
Program Revenues:						
Charges for Services and Sales	\$426,301	\$409,813	\$34,837	\$40,380	\$461,138	\$450,193
Operating Grants and Contributions	495,451	585,635	0	0	495,451	585,635
Capital Grants and Contributions	433,425	0	0	0	433,425	0
Total Program Revenues	1,355,177	995,448	34,837	40,380	1,390,014	1,035,828
General revenues:						
Property Taxes	1,813,167	1,893,750	0	0	1,813,167	1,893,750
Municipal Income Taxes	1,624,562	1,650,828	0	0	1,624,562	1,650,828
Other Local Taxes	71,443	74,765	0	0	71,443	74,765
Intergovernmental Revenues, Unrestricted	679,043	662,790	0	0	679,043	662,790
Investment Earnings	2,182	1,057	0	0	2,182	1,057
Miscellaneous	37,615	24,763	0	0	37,615	24,763
Total General Revenues	4,228,012	4,307,953	0	0	4,228,012	4,307,953
Total Revenues	5,583,189	5,303,401	34,837	40,380	5,618,026	5,343,781
Program Expenses						
Security of Persons and Property	2,325,613	2,051,816	0	0	2,325,613	2,051,816
Public Health and Welfare Services	21,359	22,359	0	0	21,359	22,359
Leisure Time Activities	101,587	120,289	0	0	101,587	120,289
Community Environment	153,438	213,675	0	0	153,438	213,675
Public Works	381,189	368,839	0	0	381,189	368,839
Transportation	487,725	671,080	0	0	487,725	671,080
General Government	1,447,493	1,501,305	0	0	1,447,493	1,501,305
Interest and Fiscal Charges	641	2,264	0	0	641	2,264
Swimming Pool	0	0	39,359	42,248	39,359	42,248
Total expenses	4,919,045	4,951,627	39,359	42,248	4,958,404	4,993,875
Total Change in Net Assets	664,144	351,774	(4,522)	(1,868)	659,622	349,906
Beginning Net Assets	5,794,437	5,442,663	77,367	79,235	5,871,804	5,521,898
Ending Net Assets	\$6,458,581	\$5,794,437	\$72,845	\$77,367	\$6,531,426	\$5,871,804

Governmental Activities

Net assets of the City's governmental activities increased \$664,144. Grants received for Glenmore Avenue Reconstruction resulted in the increase in capital grants and contributions. Increases in salaries in the police and fire departments resulted in the increase in security of persons and property.

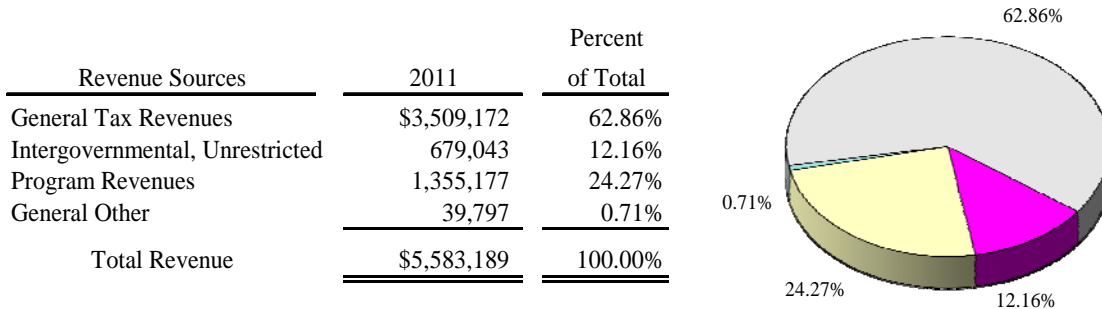
CITY OF CHEVIOT, OHIO

**Management's Discussion and Analysis
For the Year Ended December 31, 2011**

Unaudited

The City receives an income tax, which is based on 2.0% of all salaries, wages, commissions and other compensation and on net profits earned by residents both in and out of the City and to earnings of non-residents (except certain transients) earned in the City.

Income taxes and property taxes made up 29% and 32% respectively of revenues for governmental activities for the City in 2011. The City's reliance upon tax revenues is demonstrated by the following graph indicating 63% of total revenues from general tax revenues:



Business-Type Activities

Net assets of the business-type activities decreased \$4,522. This represents a 6% change from the previous year.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

The City's governmental funds reported a combined fund balance of \$1,625,893, which is an increase from last year's balance of \$1,365,666. The schedule below indicates the fund balance and the total change in fund balance at December 31, 2011 and 2010:

	Fund Balance December 31, 2011	Fund Balance December 31, 2010	Increase (Decrease)
General	\$821,059	\$797,514	\$23,545
Other Governmental	804,834	568,152	236,682
Total	\$1,625,893	\$1,365,666	\$260,227

CITY OF CHEVIOT, OHIO

**Management's Discussion and Analysis
For the Year Ended December 31, 2011**

Unaudited

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

	2011 <u>Revenues</u>	2010 <u>Revenues</u>	Increase <u>(Decrease)</u>
Property Taxes	\$1,664,223	\$1,702,795	(\$38,572)
Municipal Income Taxes	1,606,344	1,682,172	(75,828)
Other Local Taxes	71,443	74,765	(3,322)
Intergovernmental Revenue	644,126	610,299	33,827
Charges for Services	199,246	177,843	21,403
Rental Revenue	70,108	77,243	(7,135)
Licenses, Permits and Fees	18,476	24,893	(6,417)
Investment Earnings	2,182	1,057	1,125
Fines and Forfeitures	104,782	101,483	3,299
All Other Revenue	20,494	9,780	10,714
Total	<u>\$4,401,424</u>	<u>\$4,462,330</u>	<u>(\$60,906)</u>

General Fund revenues remained stable in 2011, decreasing approximately 1% compared to revenues in 2010.

	2011 <u>Expenditures</u>	2010 <u>Expenditures</u>	Increase <u>(Decrease)</u>
Security of Persons and Property	\$2,233,415	\$2,004,131	\$229,284
Public Health and Welfare Services	7,243	7,174	69
Leisure Time Activities	92,344	108,046	(15,702)
Public Works	363,517	359,732	3,785
Transportation	202,743	147,429	55,314
General Government	1,415,718	1,472,108	(56,390)
Total	<u>\$4,314,980</u>	<u>\$4,098,620</u>	<u>\$216,360</u>

General Fund expenditures increased \$216,360 or approximately 5% when compared with the previous year. Security of persons and property increased due to increases in salaries in the police and fire departments.

CITY OF CHEVIOT, OHIO

**Management's Discussion and Analysis
For the Year Ended December 31, 2011**

Unaudited

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

During the course of fiscal year 2011 the City amended its General Fund budget several times, none significant.

For the General Fund, original, final and actual budget basis revenues were not significantly different. Actual budget basis expenditures were approximately 6% less than original and final appropriations.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At the end of fiscal 2011 the City had \$4,266,229 net of accumulated depreciation invested in land, buildings, improvements, infrastructure, furniture and equipment. Of this total, \$4,195,775 was related to governmental activities and \$70,454 to the business-type activities. The following table shows fiscal year 2011 and 2010 balances:

	Governmental Activities		Increase (Decrease)
	2011	2010	
Land	\$274,086	\$274,086	\$0
Land Improvements	373,885	373,885	0
Buildings and Improvements	2,168,179	2,168,179	0
Furniture and Equipment	3,675,475	3,638,770	36,705
Infrastructure	3,012,431	2,546,797	465,634
Less: Accumulated Depreciation	(5,308,281)	(5,121,565)	(186,716)
Totals	\$4,195,775	\$3,880,152	\$315,623

	Business-Type Activities		Increase (Decrease)
	2011	2010	
Land	\$1,864	\$1,864	\$0
Buildings and Building Improvements	167,300	167,300	0
Less: Accumulated Depreciation	(98,710)	(94,992)	(3,718)
Totals	\$70,454	\$74,172	(\$3,718)

CITY OF CHEVIOT, OHIO

***Management's Discussion and Analysis
For the Year Ended December 31, 2011***

Unaudited

Additional information on the City's capital assets can be found in Note 7.

Debt

The following table summarizes the City's debt outstanding as of December 31, 2011 and 2010:

	<u>2011</u>	<u>2010</u>
Governmental Activities:		
Long Term Notes Payable	\$0	\$44,004
Compensated Absences	<u>122,396</u>	<u>118,998</u>
Total Governmental Activities	<u><u>\$122,396</u></u>	<u><u>\$163,002</u></u>

The long term notes payable were issued on May 23, 2006 in the amount of \$204,680 for the purchase of a garbage truck and an ambulance. The notes were issued at a 3.75 percent interest rate and reached maturity on May 23, 2011. The notes are paid from the Equipment Acquisition Fund.

Under current state statutes, the City's general obligation bonded debt issues are subject to a legal limitation based on 10.5% of the total assessed value of real and personal property. In addition, the unvoted net debt of municipal corporations cannot exceed 5.5% of the total assessed value of property. At December 31, 2011, the City's outstanding debt was below the legal limit. Additional information on the City's long-term debt can be found in Note 10.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City's finances and to show the City's accountability for the money it receives. Questions about this report or the need for additional financial information can be directed to the Auditor's Office of the City of Cheviot.

CITY OF CHEVIOT, OHIO

Statement of Net Assets *December 31, 2011*

	Governmental Activities	Business-Type Activities	Total
Assets:			
Cash and Cash Equivalents	\$ 1,375,294	\$ 2,391	\$ 1,377,685
Receivables:			
Property Taxes	1,964,255	0	1,964,255
Income Taxes	546,317	0	546,317
Other Local Taxes	17,725	0	17,725
Accounts	48,302	0	48,302
Intergovernmental Receivable	496,719	0	496,719
Inventory of Supplies at Cost	64,995	0	64,995
Prepaid Items	17,428	0	17,428
Non-Depreciable Capital Assets	274,086	1,864	275,950
Depreciable Capital Assets, Net	3,921,689	68,590	3,990,279
Total Assets	8,726,810	72,845	8,799,655
Liabilities:			
Accounts Payable	63,219	0	63,219
Accrued Wages and Benefits	107,824	0	107,824
Intergovernmental Payable	177,269	0	177,269
Contracts Payable	1,852	0	1,852
Unearned Revenue	1,795,669	0	1,795,669
Noncurrent liabilities:			
Due within one year	7,776	0	7,776
Due in more than one year	114,620	0	114,620
Total Liabilities	2,268,229	0	2,268,229
Net Assets:			
Invested in Capital Assets	4,195,775	70,454	4,266,229
Restricted For:			
Capital Projects	321,423	0	321,423
Debt Service	20,123	0	20,123
Other Purposes	599,448	0	599,448
Unrestricted	1,321,812	2,391	1,324,203
Total Net Assets	\$ 6,458,581	\$ 72,845	\$ 6,531,426

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

Statement of Activities *For the Year Ended December 31, 2011*

	Expenses	Program Revenues		
		Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions
Governmental Activities:				
Security of Persons and Property	\$ 2,325,613	\$ 205,091	\$ 0	\$ 0
Public Health and Welfare Services	21,359	0	4,408	0
Leisure Time Activities	101,587	55,108	0	0
Community Environment	153,438	0	129,492	0
Public Works	381,189	463	0	0
Transportation	487,725	947	361,551	433,425
General Government	1,447,493	164,692	0	0
Interest and Fiscal Charges	641	0	0	0
Total Governmental Activities	4,919,045	426,301	495,451	433,425
Business-Type Activities:				
Swimming Pool	39,359	34,837	0	0
Total Business-Type Activities	39,359	34,837	0	0
Totals	\$ 4,958,404	\$ 461,138	\$ 495,451	\$ 433,425

General Revenues

Property Taxes Levied for:

- General Purposes
- Capital Outlay
- Municipal Income Taxes
- Other Local Taxes
- Intergovernmental, Unrestricted
- Investment Earnings
- Miscellaneous

Total General Revenues

Change in Net Assets

Net Assets Beginning of Year

Net Assets End of Year

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

Net (Expense) Revenue
and Changes in Net Assets

Governmental Activities	Business-Type Activities	Total
\$ (2,120,522)	\$ 0	\$ (2,120,522)
(16,951)	0	(16,951)
(46,479)	0	(46,479)
(23,946)	0	(23,946)
(380,726)	0	(380,726)
308,198	0	308,198
(1,282,801)	0	(1,282,801)
(641)	0	(641)
<u>(3,563,868)</u>	<u>0</u>	<u>(3,563,868)</u>
0	(4,522)	(4,522)
<u>0</u>	<u>(4,522)</u>	<u>(4,522)</u>
<u>(3,563,868)</u>	<u>(4,522)</u>	<u>(3,568,390)</u>
1,669,128	0	1,669,128
144,039	0	144,039
1,624,562	0	1,624,562
71,443	0	71,443
679,043	0	679,043
2,182	0	2,182
37,615	0	37,615
<u>4,228,012</u>	<u>0</u>	<u>4,228,012</u>
664,144	(4,522)	659,622
<u>5,794,437</u>	<u>77,367</u>	<u>5,871,804</u>
<u>\$ 6,458,581</u>	<u>\$ 72,845</u>	<u>\$ 6,531,426</u>

CITY OF CHEVIOT, OHIO

Balance Sheet
Governmental Funds
December 31, 2011

	General	Other Governmental Funds	Total Governmental Funds
Assets:			
Cash and Cash Equivalents	\$ 664,073	\$ 711,221	\$ 1,375,294
Receivables:			
Property Taxes	1,803,763	160,492	1,964,255
Income Taxes	546,317	0	546,317
Other Local Taxes	17,725	0	17,725
Accounts	48,302	0	48,302
Intergovernmental	307,361	189,358	496,719
Inventory of Supplies, at Cost	8,356	56,639	64,995
Prepaid Items	17,428	0	17,428
Total Assets	\$ 3,413,325	\$ 1,117,710	\$ 4,531,035
Liabilities:			
Accounts Payable	\$ 56,375	\$ 6,844	\$ 63,219
Accrued Wages and Benefits Payable	91,543	16,281	107,824
Intergovernmental Payable	176,271	998	177,269
Contracts Payable	756	1,096	1,852
Deferred Revenue	2,267,321	287,657	2,554,978
Total Liabilities	2,592,266	312,876	2,905,142
Fund Balance:			
Nonspendable	28,627	56,639	85,266
Restricted	0	748,195	748,195
Assigned	40,986	0	40,986
Unassigned	751,446	0	751,446
Total Fund Balance	821,059	804,834	1,625,893
Total Liabilities and Fund Balance	\$ 3,413,325	\$ 1,117,710	\$ 4,531,035

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

***Reconciliation Of Total Governmental Fund Balances
To Net Assets Of Governmental Activities
December 31, 2011***

Total Governmental Fund Balances \$ 1,625,893

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

Capital Assets used in governmental activities are not
resources and therefore are not reported in the funds. 4,195,775

Other long-term assets are not available to pay for current-
period expenditures and therefore are deferred in the funds. 759,309

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

Compensated Absences Payable (122,396)

Net Assets of Governmental Activities \$ 6,458,581

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

Statement of Revenues, Expenditures and Changes in Fund Balances Governmental Funds For the Year Ended December 31, 2011

	General	Other Governmental Funds	Total Governmental Funds
Revenues:			
Property Taxes	\$ 1,664,223	\$ 132,066	\$ 1,796,289
Municipal Income Taxes	1,606,344	0	1,606,344
Other Local Taxes	71,443	0	71,443
Intergovernmental Revenues	644,126	952,196	1,596,322
Charges for Services	199,246	26,434	225,680
Rental Revenue	70,108	0	70,108
Licenses, Permits and Fees	18,476	0	18,476
Investment Earnings	2,182	0	2,182
Special Assessments	0	947	947
Fines and Forfeitures	104,782	6,308	111,090
All Other Revenue	20,494	17,121	37,615
Total Revenue	4,401,424	1,135,072	5,536,496
Expenditures:			
Current:			
Security of Persons and Property	2,233,415	18,556	2,251,971
Public Health and Welfare Services	7,243	14,116	21,359
Leisure Time Activities	92,344	1,998	94,342
Community Environment	0	153,438	153,438
Public Works	363,517	0	363,517
Transportation	202,743	282,677	485,420
General Government	1,415,718	5,123	1,420,841
Capital Outlay	0	445,334	445,334
Debt Service:			
Principal Retirement	0	44,004	44,004
Interest & Fiscal Charges	0	1,636	1,636
Total Expenditures	4,314,980	966,882	5,281,862
Excess (Deficiency) of Revenues Over (Under) Expenditures	86,444	168,190	254,634
Other Financing Sources (Uses):			
Transfers In	0	55,654	55,654
Transfers Out	(55,654)	0	(55,654)
Total Other Financing Sources (Uses)	(55,654)	55,654	0
Net Change in Fund Balance	30,790	223,844	254,634
Fund Balance at Beginning of Year	797,514	568,152	1,365,666
Increase (Decrease) in Inventory	(7,245)	12,838	5,593
Fund Balance End of Year	\$ 821,059	\$ 804,834	\$ 1,625,893

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

***Reconciliation Of The Statement Of Revenues, Expenditures
And Changes In Fund Balances Of Governmental Funds
To The Statement Of Activities
For The Year Ended December 31, 2011***

Net Change in Fund Balances - Total Governmental Funds \$ 254,634

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

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

Capital Outlay	563,604	
Depreciation Expense	(242,648)	320,956

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

The statement of activities reports losses arising from the disposal of capital assets. Conversely, the governmental funds do not report any loss on the disposal of capital assets.		(5,333)
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Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		46,693
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The issuance of long-term debt (e.g. notes, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net assets. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Long Term Note Principal Retirement	44,004	
Change in Accrued Interest Payable	995	44,999

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds.

Compensated Absences	(3,398)	
Change in Inventory	5,593	2,195

<i>Change in Net Assets of Governmental Activities</i>		<u>\$ 664,144</u>
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See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

**Statement of Revenues, Expenditures and Changes in
Fund Balance – Budget and Actual (Non-GAAP Budgetary Basis)
General Fund
For the Year Ended December 31, 2011**

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues:				
Property Taxes	\$ 1,929,670	\$ 1,929,688	\$ 1,664,223	\$ (265,465)
Municipal Income Taxes	1,649,984	1,650,000	1,636,744	(13,256)
Other Local Taxes	69,999	70,000	71,747	1,747
Intergovernmental Revenue	365,996	366,000	615,501	249,501
Charges for Services	149,999	150,000	171,405	21,405
Rental Revenue	97,499	97,500	81,228	(16,272)
Licenses and Permits	18,450	18,450	18,476	26
Investment Earnings	1,400	1,400	2,182	782
Fines and Forfeitures	70,499	70,500	104,782	34,282
All Other Revenues	34,250	34,250	20,518	(13,732)
Total Revenues	<u>4,387,746</u>	<u>4,387,788</u>	<u>4,386,806</u>	<u>(982)</u>
Expenditures:				
Current:				
Security of Persons and Property	2,318,422	2,326,605	2,252,353	74,252
Public Health and Welfare Services	7,374	7,400	7,243	157
Leisure Time Activities	125,736	126,180	103,821	22,359
Public Works	378,839	380,176	357,000	23,176
Transportation	202,286	203,000	202,743	257
General Government	1,604,643	1,610,307	1,441,702	168,605
Total Expenditures	<u>4,637,300</u>	<u>4,653,668</u>	<u>4,364,862</u>	<u>288,806</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(249,554)	(265,880)	21,944	287,824
Other Financing Sources (Uses):				
Transfers In	226,233	226,233	184,000	(42,233)
Transfers Out	(270,000)	(270,000)	(239,654)	30,346
Total Other Financing Sources (Uses):	<u>(43,767)</u>	<u>(43,767)</u>	<u>(55,654)</u>	<u>(11,887)</u>
Net Change in Fund Balance	(293,321)	(309,647)	(33,710)	275,937
Fund Balance at Beginning of Year	573,895	573,895	573,895	0
Prior Year Encumbrances	64,182	64,182	64,182	0
Fund Balance at End of Year	<u>\$ 344,756</u>	<u>\$ 328,430</u>	<u>\$ 604,367</u>	<u>\$ 275,937</u>

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

Statement of Net Assets
Proprietary Funds
December 31, 2011

	Business-Type Activities	
	<u>Enterprise Funds</u>	
	<u>Swimming Pool</u>	
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$	2,391
Total Current Assets		<u>2,391</u>
Noncurrent Assets:		
Non-Depreciable Capital Assets		1,864
Depreciable Capital Assets, Net		<u>68,590</u>
Total Noncurrent Assets		<u>70,454</u>
Total Assets		<u>72,845</u>
LIABILITIES		
Total Liabilities		<u>0</u>
NET ASSETS		
Invested in Capital Assets		70,454
Unrestricted		<u>2,391</u>
Total Net Assets	\$	<u>72,845</u>

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

*Statement of Revenues, Expenses and Changes in Fund Net Assets
Proprietary Funds
For the Year Ended December 31, 2011*

	Business-Type Activities
	<u>Enterprise Funds</u>
	<u>Swimming Pool</u>
Operating Revenues:	
Charges for Services	\$ 34,837
Total Operating Revenues	<u>34,837</u>
Operating Expenses:	
Personal Services	19,485
Contractual Services	10,783
Materials and Supplies	5,373
Depreciation	3,718
Total Operating Expenses	<u>39,359</u>
Change in Net Assets	(4,522)
Net Assets Beginning of Year	<u>77,367</u>
Net Assets End of Year	<u>\$ 72,845</u>

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

Statement of Cash Flows
Proprietary Funds
For the Year Ended December 31, 2011

	Business-Type Activities
	<u>Enterprise Funds</u>
	<u>Swimming Pool</u>
<u>Cash Flows from Operating Activities:</u>	
Cash Received from Customers	\$34,837
Cash Payments for Goods and Services	(16,257)
Cash Payments to Employees	<u>(19,485)</u>
Net Cash Used by Operating Activities	<u>(905)</u>
Net Decrease in Cash and Cash Equivalents	(905)
Cash and Cash Equivalents at Beginning of Year	<u>3,296</u>
Cash and Cash Equivalents at End of Year	<u><u>\$2,391</u></u>
<u>Reconciliation of Operating Loss to Net Cash</u>	
<u>Used by Operating Activities:</u>	
Operating Loss	(\$4,522)
Adjustments to Reconcile Operating Loss to	
Net Cash Used by Operating Activities:	
Depreciation Expense	3,718
Changes in Assets and Liabilities:	
Decrease in Accounts Payable	<u>(101)</u>
Total Adjustments	<u>3,617</u>
Net Cash Used by Operating Activities	<u><u>(\$905)</u></u>

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

***Statement of Assets and Liabilities
Fiduciary Funds
December 31, 2011***

	<u>Agency Funds</u>
Assets:	
Cash and Cash Equivalents	\$ 13,673
Cash and Cash Equivalents in Segregated Accounts	<u>2,509</u>
Total Assets	<u>16,182</u>
Liabilities:	
Intergovernmental Payable	65
Undistributed Monies	<u>16,117</u>
Total Liabilities	<u>\$ 16,182</u>

See accompanying notes to the basic financial statements

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Cheviot (the "City") is a non-chartered municipal corporation operating under the laws of the State of Ohio. The community was established in 1818 as part of Green Township, it then became a village on July 1, 1901, before becoming a city on January 1, 1932. The municipal government is known as a Council/Mayor form of government. The Mayor is elected to a four-year term. The President of Council and seven council members (one from each ward and three at-large) are elected to four-year terms. The Mayor appoints a Safety Service Director. The Safety Service Director is the chief executive officer and the head of the administrative agencies of the City. He/she appoints all department heads and employees, except for the Clerk of Council, who is appointed by Council.

The financial statements are presented as of December 31, 2011 and for the year then ended and have been prepared in conformity with generally accepted accounting principles (GAAP) applicable to local governments. The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing governmental accounting and financial reporting principles, which are primarily set forth in the GASB's Codification of Governmental Accounting and Financial Reporting Standards (GASB Codification).

A. Reporting Entity

The accompanying basic financial statements comply with the provisions of the GASB Statement No. 14, *"The Financial Reporting Entity,"* in that the financial statements include all organizations, activities, functions and component units for which the City (the primary government) is financially accountable. Financial accountability is defined as the appointment of a voting majority of a legally separate organization's governing body and either (1) the City's ability to impose its will over the organization, or (2) the potential that the organization will provide a financial benefit to or impose a financial burden on the City.

Based on the foregoing, the City's financial reporting entity has no component units but includes all funds, agencies, boards and commissions that are part of the primary government, which include the following services: police and fire protection, waste management, parks and recreation, planning, zoning, street maintenance and repair, community development, public health and welfare. A staff provides support (i.e. payroll processing, accounts payable, revenue collection) to the service providers. The operation and control of these activities is provided by the City Council through the budgetary process and by the Mayor through administrative and managerial requirements and procedures. In addition, the City swimming pool operations are reported as an enterprise fund.

The financial activity of the Mayor's Court has been included in the City's financial statements as an agency fund. The Mayor has fiduciary responsibility for the collection and distribution of the courts fees and fines to other governments.

The City participates in two organizations which are defined as jointly governed organizations. The organizations are the Ohio-Kentucky-Indiana Regional Council of Governments and the Hamilton County Municipal League. These organizations are presented in Note 12.

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Basis of Presentation - Fund Accounting

The accounting system is organized and operated on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures (expenses). The various funds are summarized by type in the basic financial statements. The following fund types are used by the City:

Governmental Funds - Governmental funds are those funds through which most governmental functions typically are financed. The acquisition, use and balances of the City's expendable financial resources and the related current liabilities (except the resources accounted for in the proprietary funds) are accounted for through governmental funds. The measurement focus is on determination of "financial flow" (sources, uses and balances of financial resources). The following are the City's major governmental funds:

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

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

Proprietary Funds

Enterprise Funds - These funds are used to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The enterprise funds are accounted for on an "economic resources" measurement focus. This measurement focus provides that all assets and all liabilities associated with the operation of this fund are included on the balance sheet. The enterprise funds operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in net total assets. The City's only enterprise fund is:

Swimming Pool Fund - This fund is used to account for charges to residents to cover the cost of operating the City's swimming pool.

Fiduciary Funds - These funds are used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. The City's only fiduciary funds are agency funds. The agency fund is custodial in nature (assets equal liabilities) and does not involve measurement of results of operations.

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Basis of Presentation – Financial Statements

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

The government-wide statements are prepared using the economic resources measurement focus. This is the same approach used in the preparation of the proprietary fund financial statements but differs from the manner in which governmental fund financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

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

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

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

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

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Basis of Accounting

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

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

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include income taxes, property taxes, grants, entitlements and donations. Revenue from income taxes is recognized in the period in which the income is earned and is available. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied and the revenue is available. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the City must provide local resources to be used for a specific purpose, and expenditure requirements, in which the resources are provided to the City on a reimbursement basis. Revenue considered susceptible to accrual at year end includes income taxes, interest on investments, loans and state levied locally shared taxes (including motor vehicle license fees and local government assistance). Other revenue, including licenses, permits, certain charges for services, and miscellaneous revenues, is recorded as revenue when received in cash because generally this revenue is not measurable until received.

Special assessment installments including related accrued interest, which are measurable but not available at December 31, are recorded as deferred revenue. Property taxes measurable as of December 31, 2011 but which are not intended to finance 2011 operations and delinquent property taxes, whose availability is indeterminate, are recorded as deferred revenue as further described in Note 4.

The accrual basis of accounting is utilized for reporting purposes by the government wide financial statements, proprietary fund and fiduciary funds. Revenues are recognized when they are earned and expenses are recognized when they are incurred.

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Basis of Accounting (Continued)

Pursuant to GASB Statement No. 20, "Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities that use Proprietary Fund Accounting," the City follows GASB guidance as applicable to proprietary funds and FASB Statements and Interpretations, Accounting Principles Board Opinions and Accounting Research Bulletins issued on or before November 30, 1989 that do not conflict with or contradict GASB pronouncements. The City has elected not to apply FASB statements and interpretations issued after November 30, 1989 to its business-type activities and enterprise funds.

E. Budgetary Process

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources and the appropriation ordinance, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriation ordinance are subject to amendment throughout the year. All funds other than agency funds are legally required to be budgeted and appropriated; however, only governmental funds are required to be reported. The legal level of budgetary control is at the major object level within each department and fund. Budgetary modifications may only be made by ordinance or resolution of the City Council.

1. Tax Budget

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

2. Estimated Resources

Prior to October 1, the City accepts, by formal resolution, the tax rates, as determined by the County Budget Commission, and receives the Commission's certificate of estimated resources, which states the projected revenue of each fund. Prior to December 31, the City must revise its budget so that the total contemplated expenditures from any fund during the ensuing fiscal year do not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriations measure. On or about January 1, the certificate of estimated resources is amended to include any unencumbered fund balances from the preceding year. The certificate may be further amended during the year if a new source of revenue is identified or if actual receipts exceed current estimates. The amounts reported on the budgetary statement reflect the amounts in the first and final amended official certificate of estimated resources issued during 2011.

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Budgetary Process (Continued)

3. Appropriations

A temporary appropriation ordinance to control expenditures may be passed on or about January 1 of each year for the period January 1 through March 31. An annual appropriation ordinance must be passed by April 1 of each year for the period January 1 through December 31. Total fund appropriations may not exceed the current estimated resources as certified by the County Budget Commission. The budgetary figures which appear in the Statement of Revenues, Expenditures, and Changes in Fund Balances--Budget and Actual Non-GAAP Budgetary Basis for the General Fund is provided on the budgetary basis to provide a comparison of actual results to the final budget, including all amendments and modifications.

4. Encumbrances

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

5. Lapsing of Appropriations

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

6. Budgetary Basis of Accounting

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

CITY OF CHEVIOT, OHIO

**Notes to the Basic Financial Statements
For the Year Ended December 31, 2011**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Budgetary Process (Continued)

6. Budgetary Basis of Accounting (Continued)

The following table summarizes the adjustments necessary to reconcile the GAAP basis statements to the budgetary basis statements for the General Fund:

	<u>Net Change in Fund Balance</u>
	<u>General Fund</u>
GAAP Basis (as reported)	\$30,790
Increase (Decrease):	
Accrued Revenues at December 31, 2011 received during 2012	(456,147)
Accrued Revenues at December 31, 2010 received during 2011	441,529
Accrued Expenditures at December 31, 2011 paid during 2012	324,945
Accrued Expenditures at December 31, 2010 paid during 2011	(313,230)
2010 Prepays for 2011	15,537
2011 Prepays for 2012	(17,428)
Outstanding Encumbrances	(59,706)
Budget Basis	<u>(\$33,710)</u>

F. Cash and Cash Equivalents

Cash and cash equivalents include amounts in demand deposits and investments with original maturities of three months or less.

The City pools a majority of its cash for investment and resource management purposes, while maintaining some segregated funds. Each fund's equity in pooled cash and investments represents the balance on hand as if each fund maintains its own cash and investment account. For purposes of the statement of cash flows, the proprietary funds consider all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased to be cash equivalents. Cash and cash equivalents that are held separately for the Mayor's court and Bail Bond Account are not held by the City Treasurer and are recorded on the financial statements as "Cash and Cash Equivalents in Segregated Accounts." See Note 3, "Cash, Cash Equivalents and Investments."

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. Inventory

On the government-wide financial statements inventories are presented at the lower of cost or market on a first-in, first-out basis and are expensed when used. Inventories of governmental funds are stated at cost. For all funds, cost is determined on a first-in, first-out basis. The cost of inventory items is recorded as an expenditure in the governmental fund types when purchased.

H. Prepaid Items

Payments made to vendors for services that will benefit periods beyond December 31, 2011, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure/expense is reported in the year in which services are consumed.

I. Capital Assets and Depreciation

Capital assets are defined by the City as assets with an initial, individual cost of more than \$650.

1. Property, Plant and Equipment - Governmental Activities

Governmental activities capital assets are those not directly related to the business type funds. These generally are acquired or constructed for governmental activities and are recorded as expenditures in the governmental funds and are capitalized at cost (or estimated historical cost for assets not purchased in recent years). These assets are reported in the Governmental Activities column of the Government-wide Statement of Net Assets, but they are not reported in the Fund Financial Statements.

Contributed capital assets are recorded at fair market value at the date received. Capital assets include land, buildings, building improvements, machinery, equipment and infrastructure. Infrastructure is defined as long-lived capital assets that normally are stationary in nature and normally can be preserved for a significant number of years. The City's infrastructure consists of streets. The City only reports infrastructure assets acquired after 2003 and does not plan to phase in prior years' amounts. Estimated historical costs for governmental activities capital asset values were initially determined by identifying historical costs when such information was available. In cases where information supporting original cost was not obtainable, estimated historical costs were developed. For certain capital assets, the estimates were arrived at by indexing estimated current costs back to the estimated year of acquisition.

CITY OF CHEVIOT, OHIO

**Notes to the Basic Financial Statements
For the Year Ended December 31, 2011**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

I. Capital Assets and Depreciation (Continued)

2. Property, Plant and Equipment – Business Type Activities

Property, plant and equipment acquired by the proprietary funds are stated at cost (or estimated historical cost), including interest capitalized during construction and architectural and engineering fees where applicable. Contributed capital assets are recorded at fair market value at the date received. These assets are reported in both the Business-Type Activities column of the Government-wide Statement of Net Assets and in the respective funds.

3. Depreciation

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

Description	Governmental and Business-Type Activities Estimated Lives (in years)
Land Improvements	20
Buildings and Building Improvements	20 – 45
Furniture and Equipment	5 – 20
Infrastructure	10 - 60

J. Long-Term Obligations

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

Obligation	Fund
Long Term Note Payable	Equipment Acquisition Fund
Compensated Absences	General Fund, Street Construction, Maintenance and Repair Fund

K. Compensated Absences

Vacation benefits are accrued as a liability as the benefits are earned if the employee's rights to receive compensation are attributable to services already rendered and it is probable that the City will compensate the employees for the benefits through paid time off or some other means. The City records a liability for accumulated unused vacation time when earned for all employees with more than one year of service.

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

K. Compensated Absences (Continued)

Sick leave benefits are accrued as a liability using the termination method. An accrual of earned sick leave is made to the extent it is probable that the benefits will result in termination payments. The liability is an estimate based on the City's past experience of making termination payments.

In accordance with GASB Statement No. 16, "*Accounting for Compensated Absences*," the City records a liability for vacation time and sick leave when the obligation is attributable to services previously rendered or to rights that vest or accumulate, and when payment of the obligation is probable and can be reasonably determined. For governmental funds, compensated absences are recognized as liabilities and expenditures to the extent payments come due each period upon the occurrence of employee resignations and retirements. For governmental funds, that portion of unpaid compensated absences that is expected to be paid using expendable, available resources is reported as an expenditure in the fund from which the individual earning the leave is paid, and a corresponding liability is reflected. In the government wide statement of net assets, "Compensated Absences Payable" is recorded within the "Due within one year" account and the long-term portion of the liability is recorded within the "Due in more than one year" account.

L. Net Assets

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

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

M. Pensions

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

N. Interfund Activity

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 a 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. Repayments from funds responsible for particular expenditures/expenses to the funds that initially paid for them are not presented on the financial statements.

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

O. Fund Balances

In the fund financial statements, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components – nonspendable, restricted, committed, assigned and unassigned.

Nonspendable – Nonspendable fund balance includes amounts that cannot be spent because they are either not in spendable form or legally contractually required to be maintained intact.

Restricted – Restricted fund balance consists of amounts that have constraints placed on them either externally by third parties (creditors, grantors, contributors, or laws or regulations of other governments) or by law through constitutional provisions or enabling legislation. Enabling legislation authorizes the City to assess, levy, charge or otherwise mandate payment of resources (from external resource providers) and includes a legally enforceable requirement (compelled by external parties) that those resources be used only for the specific purposes stipulated in the legislation.

Committed – Committed fund balance consists of amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City’s highest level of decision making authority. For the City, these constraints consist of ordinances and resolutions passed by City Council. Committed amounts cannot be used for any other purpose unless the City removes or changes the specified use by taking the same type of action (ordinance, resolution) it employed previously to commit those amounts.

Assigned – Assigned fund balance consists of amounts that are constrained by the City’s intent to be used for specific purposes, but are neither restricted nor committed.

Unassigned – Unassigned fund balance consists of amounts that have not been restricted, committed or assigned to specific purposes within the General Fund as well as negative fund balances in all other governmental funds.

When both restricted and unrestricted resources are available for use, it is the City’s policy to use restricted resources first, then unrestricted (committed, assigned and unassigned) resources as they are needed.

P. Operating Revenues and Expenses

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues are those revenues that are generated directly from the primary activity of the proprietary funds. For the City, these revenues are charges for services for swimming pool operations. Operating expenses are necessary costs incurred to provide the good or service that is the primary activity of the fund. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

CITY OF CHEVIOT, OHIO

**Notes to the Basic Financial Statements
For the Year Ended December 31, 2011**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Q. Extraordinary and Special Items

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the City and that are either unusual in nature or infrequent in occurrence. The City had no special or extraordinary items to report during fiscal year 2011.

NOTE 2 – FUND BALANCE CLASSIFICATION

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

Fund Balances	General Fund	Other Governmental Funds	Total Governmental Funds
Nonspendable:			
Supplies Inventory	\$8,356	\$56,639	\$64,995
Prepaid Items	17,428	0	17,428
Unclaimed Funds	2,843	0	2,843
Total Nonspendable	<u>28,627</u>	<u>56,639</u>	<u>85,266</u>
Restricted:			
Street Improvements	0	216,369	216,369
Parking Lot Operations	0	126,670	126,670
Sidewalk Maintenance	0	25,281	25,281
Shade Tree Program	0	814	814
Law Enforcement	0	5,288	5,288
Court Improvements	0	3,113	3,113
EMS Program	0	692	692
Community Environment	0	58,483	58,483
Recycling Program	0	2,602	2,602
Debt Service	0	20,123	20,123
Capital Improvements	0	288,760	288,760
Total Restricted	<u>0</u>	<u>748,195</u>	<u>748,195</u>
Assigned:			
Other Purposes	40,986	0	40,986
Unassigned (Deficits):	<u>751,446</u>	<u>0</u>	<u>751,446</u>
Total Fund Balances	<u>\$821,059</u>	<u>\$804,834</u>	<u>\$1,625,893</u>

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 3 - CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash resources of several individual funds are combined to form a pool of cash, cash equivalents and investments. In addition, investments are separately held by a number of individual funds. Statutes require the classification of funds held by the City into three categories:

Category 1 consists of "active" funds - those funds required to be kept in "cash" or "cash equivalent" status for immediate use by the City. Such funds must be maintained either as cash in the City Treasury or in depository accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts.

Category 2 consists of "inactive" funds - those funds not required for use within the current five year period of designation of depositories. Inactive funds may be deposited or invested only as certificates of deposit maturing no later than the end of the current period of designation of depositories.

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

- United States treasury notes, bills, bonds, or any other obligation or security issued by the United States treasury or any other obligation guaranteed as to principal or interest by the United States;
- Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the federal national mortgage association, federal home loan bank, federal farm credit bank, federal home loan mortgage corporation, government national mortgage association, and student loan marketing association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
- Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
- Interim deposits in eligible institutions applying for interim funds;
- Bonds and other obligations of the State of Ohio;
- No-load money market mutual funds consisting exclusively of obligations described in the first two bullets of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions, and
- The State Treasury Asset Reserve of Ohio (STAR Ohio).

CITY OF CHEVIOT, OHIO

***Notes to the Basic Financial Statements
For the Year Ended December 31, 2011***

NOTE 3 - CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

A. Deposits

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

At year end the carrying amount of the City's deposits was \$1,393,867 and the bank balance was \$1,523,564. Federal depository insurance covered \$250,000 of the bank balance and \$1,273,564 was uninsured. Of the remaining uninsured bank balance, the City was exposed to custodial risk as follows:

	<u>Balance</u>
Uninsured and collateralized with securities held by the pledging institution's trust department not in the City's name	<u>\$1,273,564</u>

NOTE 4 - TAXES

A. Property Taxes

Property taxes include amounts levied against all real estate and public utility property and located in the City. Real property taxes (other than public utility) collected during 2011 were levied after October 1, 2010 on assessed values as of January 1, 2010, the lien date. Assessed values are established by the county auditor at 35 percent of appraised market value. All property is required to be reappraised every six years and equalization adjustments are made in the third year following reappraisal. The last reappraisal was completed in 2008. Real property taxes are payable annually or semi-annually. The first payment is due January 20, with the remainder payable by June 20.

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 4 - TAXES (Continued)

A. Property Taxes (Continued)

House Bill No. 66 was signed into law on June 30, 2005. House Bill NO.66 phases out the tax on tangible personal property of general businesses, telephone and telecommunications companies, and railroads. The tax on general business a railroad property will be eliminated by calendar year 2009, and the tax on telephone and telecommunications property will be eliminated by calendar year 2011. The tax is phased out by reducing the assessment rate on the property each year. The bill replaces the revenue lost by the City due to the phasing out of the tax. In calendar years 2006-2010, the City will be fully reimbursed for the lost revenue. In calendar years 2011-2017, the reimbursements will be phased out.

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

The County Treasurer collects property taxes on behalf of all taxing districts in the County including the City of Cheviot. The County Auditor periodically remits to the City its portion of the taxes collected. The full tax rate for all City operations for the year ended December 31, 2011 was \$20.13 per \$1,000 of assessed value. The assessed value upon which the 2011 tax levy was based was \$124,820,000. This amount constitutes \$120,390,000 in real property assessed value and \$4,430,000 in public utility assessed value.

Ohio law prohibits taxation of property from all taxing authorities in excess of one percent of assessed value without a vote of the people. Under current procedures, the City's share is 2.013% (20.13 mills) of assessed value.

B. Income Tax

The City levies a tax of two percent on all salaries, wages, and other compensation earned by residents both in and out of the City and to earnings of non-residents (except certain transients) earned in the City. The City allows a credit for income taxes paid to another municipality up to 100 percent of the City's current tax rate. Income tax revenue is accounted for through the General Fund.

CITY OF CHEVIOT, OHIO

***Notes to the Basic Financial Statements
For the Year Ended December 31, 2011***

NOTE 5 - RECEIVABLES

Receivables at December 31, 2011 consisted of taxes, accounts receivable and intergovernmental receivables arising from shared revenues. All receivables other than those offset by deferred revenues are considered collectible in full.

NOTE 6 - TRANSFERS

Following is a summary of transfers in and out for all funds for 2011:

<u>Fund</u>	<u>Transfer In</u>	<u>Transfer Out</u>
General Fund	\$0	\$55,654
Other Governmental Funds	55,654	0
Totals	<u>55,654</u>	<u>55,654</u>

Transfers made during the year ended December 31, 2011 included \$55,654 from the General Fund to other governmental funds to provide additional resources for debt payments and waste collection operations.

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CITY OF CHEVIOT, OHIO

**Notes to the Basic Financial Statements
For the Year Ended December 31, 2011**

NOTE 7 - CAPITAL ASSETS

A. Governmental Activities Capital Assets

Summary by category of changes in governmental activities capital assets at December 31, 2011:

Historical Cost:

Class	December 31, 2010	Additions	Deletions	December 31, 2011
<i>Capital assets not being depreciated:</i>				
Land	\$274,086	\$0	\$0	\$274,086
<i>Capital assets being depreciated:</i>				
Land Improvements	373,885	0	0	373,885
Buildings and Improvements	2,168,179	0	0	2,168,179
Furniture and Equipment	3,638,770	97,970	(61,265)	3,675,475
Infrastructure	2,546,797	465,634	0	3,012,431
Total Cost	<u>\$9,001,717</u>	<u>\$563,604</u>	<u>(\$61,265)</u>	<u>\$9,504,056</u>

Accumulated Depreciation:

Class	December 31, 2010	Additions	Deletions	December 31, 2011
Land Improvements	(\$351,355)	(\$3,774)	\$0	(\$355,129)
Buildings and Improvements	(1,360,035)	(37,116)	0	(1,397,151)
Furniture and Equipment	(3,161,731)	(98,321)	55,932	(3,204,120)
Infrastructure	(248,444)	(103,437)	0	(351,881)
Total Depreciation	<u>(\$5,121,565)</u>	<u>(\$242,648) *</u>	<u>\$55,932</u>	<u>(\$5,308,281)</u>
Net Value:	<u>\$3,880,152</u>			<u>\$4,195,775</u>

* Depreciation expenses were charged to governmental functions as follows:

Security of Persons and Property	\$71,841
Leisure Time Activities	6,915
Public Works	14,804
Transportation	130,754
General Government	18,334
Total Depreciation Expense	<u>\$242,648</u>

CITY OF CHEVIOT, OHIO

**Notes to the Basic Financial Statements
For the Year Ended December 31, 2011**

NOTE 7 - CAPITAL ASSETS (Continued)

B. Business-Type Activities Capital Assets

Summary by Category at December 31, 2011:

Historical Cost:

Class	December 31, 2010	Additions	Deletions	December 31, 2011
<i>Capital assets not being depreciated:</i>				
Land	\$1,864	\$0	\$0	\$1,864
<i>Capital assets being depreciated:</i>				
Buildings and Building Improvements	167,300	0	0	167,300
	<u>167,300</u>	<u>0</u>	<u>0</u>	<u>167,300</u>
Total Cost	<u>\$169,164</u>	<u>\$0</u>	<u>\$0</u>	<u>\$169,164</u>

Accumulated Depreciation:

Class	December 31, 2010	Additions	Deletions	December 31, 2011
Buildings and Building Improvements	(\$94,992)	(\$3,718)	\$0	(\$98,710)
Total Accumulated Depreciation	<u>(\$94,992)</u>	<u>(\$3,718)</u>	<u>\$0</u>	<u>(\$98,710)</u>
<i>Net Value:</i>	<u>\$74,172</u>			<u>\$70,454</u>

NOTE 8 – DEFINED BENEFIT PENSION PLANS

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

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

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

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

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 8 – DEFINED BENEFIT PENSION PLANS (Continued)

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

The CO Plan is a cost-sharing multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan. Under the CO Plan employer contributions are invested by the retirement system to provide a formula retirement benefit similar in nature to the TP Plan. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the MD Plan.

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

The ORC provides statutory authority for employee and employer contributions. For 2011, employee and employer contribution rates were consistent across all three plans (TP, MD and CO). The employee contribution rate is 10.0%. The 2011 employer contribution rate for local government employer units was 14.00%, of covered payroll which is the maximum contribution rate set by State statutes. Employer contribution rates are actuarially determined. A portion of the City’s contribution is used to fund pension obligations with the remainder being used to fund health care benefits. The portion of employer contributions allocated to pension obligations for members in the Traditional Plan was 10.0% for calendar year 2011. The portion of employer contributions allocated to pension obligations for members in the Combined Plan was 7.95% for calendar year 2011. The contribution requirements of plan members and the City are established and may be amended by the OPERS Board. The City’s required contributions for pension obligations to OPERS for the years ending December 31, 2011, 2010, and 2009 were \$102,261, \$93,000 and \$95,286, respectively, which were equal to the required contributions for each year. Contributions to the member-directed plan for 2011 were \$782 made by the City and \$558 made by the plan members.

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 8 – DEFINED BENEFIT PENSION PLANS (Continued)

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

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

Plan members are required to contribute 10.0% of their annual covered salary, while employers are required to contribute 19.5% and 24.0% respectively for police officers and firefighters. A portion of the City’s contribution is used to fund pension obligations with the remainder being used to fund health care benefits; for 2011, 12.75% of annual covered salary for police and 17.25% of annual covered salary for firefighters, respectively, were the portions used to fund pension obligations. The City’s contributions for pension obligations to the OP&F Fund for the years ending December 31, 2011, 2010, and 2009 were \$83,410, \$78,231 and \$87,959 for police and \$90,992, \$89,614 and \$112,376 for firefighters, respectively, which were equal to the required contributions for each year.

NOTE 9 - POSTEMPLOYMENT BENEFITS

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

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

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

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

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 9 - POSTEMPLOYMENT BENEFITS (Continued)

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

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

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

Funding Policy – The ORC provides the statutory authority requiring public employers to fund post retirement health care coverage through their contributions to OPERS. A portion of each employer’s contribution to OPERS is set aside for the funding of post retirement health care benefits. Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2011, local government employers contributed at a rate of 14.00% of covered payroll. The ORC currently limits the employer contribution to a rate not to exceed 14.0% of covered payroll for local government employers. Active members do not make contributions to the OPEB plan.

The OPERS Postemployment Health Care plan was established under, and is administered in accordance with Internal Revenue Code 401(h). Each year the OPERS Retirement Board determines the portion of the employer contribution rate that will be set aside for funding of postemployment health care benefits. The portion of employer contributions allocated to health care for members in the Traditional Plan was 4.0% for calendar year 2011. The portion of employer contributions allocated to health care for members in the Combined Plan was 6.05% for calendar year 2011. The OPERS Retirement Board is also authorized to establish rules for the payment of a portion of the health care benefits provided by the retiree or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The City's contributions for health care to the OPERS for the years ending December 31, 2011, 2010, and 2009 were \$40,905, \$53,019 and \$68,899, respectively, which were equal to the required contributions for each year.

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

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 9 - POSTEMPLOYMENT BENEFITS (Continued)

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

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

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

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

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

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

The Board of Trustees is authorized to allocate a portion of the total employer contributions made into the pension plan to the Section 115 trust and the Section 401(h) account as the employer contribution for retiree health care benefits. For 2011, the employer contribution allocated to the health care plan was 6.75% of covered payroll. The amount of employer contributions allocated to the health care plan each year is subject to the Trustees’ primary responsibility to ensure that pension benefits are adequately funded and is limited by the provisions of Sections 115 and 401(h). The OP&F Board of Trustees also is authorized to establish requirements for contributions to the health care plan by retirees and their eligible dependents, or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected.

The City’s contributions for health care to the OP&F for the years ending December 31, 2011, 2010, and 2009 were \$44,158, \$41,416 and \$46,567 for police and \$35,606, \$35,066 and \$43,973 for firefighters, respectively, which were equal to the required contributions for each year.

CITY OF CHEVIOT, OHIO

**Notes to the Basic Financial Statements
For the Year Ended December 31, 2011**

NOTE 10 - LONG-TERM OBLIGATIONS

Activity in Long-Term Obligations in 2011 was as follows:

Interest Rate	Purpose	Maturity Date	Balance December 31, 2010	Additions	Deductions	Balance December 31, 2011	Amount Due Within One Year
Governmental Activities:							
Long Term Note Payable:							
3.75%	Equipment Acquisition	2011	\$44,004	\$0	(\$44,004)	\$0	\$0
	Compensated Absences		118,998	120,425	(117,027)	122,396	7,776
	Total Governmental Activities		<u>\$163,002</u>	<u>\$120,425</u>	<u>(\$161,031)</u>	<u>\$122,396</u>	<u>\$7,776</u>

The Equipment Acquisition Notes were issued on May 23, 2006 in the amount of \$204,680 for the purchase of a garbage truck and an ambulance. The notes were issued at a 3.75 percent interest rate and reached maturity on May 23, 2011. The notes are paid from the Equipment Acquisition Fund.

Compensated absences will be paid from the General and Street Construction, Maintenance and Repair Funds.

The City's total debt margin was \$13,106,100 at December 31, 2011. The Ohio Revised Code provides that the net debt of a municipal corporation, when 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 municipal corporations cannot exceed 5.5% of the total taxable value of property. The statutory limitations on debt are measured by a direct ratio of net debt to tax valuation and expressed in terms of a percentage.

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CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 11 - RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. During 2011, the City contracted with Travelers Insurance Company for municipal, general liability, municipal automotive liability, public official, law enforcement liability, boiler and machinery, and buildings insurance. Coverage is as follows:

<u>Type of Coverage</u>	<u>Amount of Coverage</u>	<u>Deductible</u>
Municipal General Liability	\$3,000,000	\$0
Municipal Automobile Liability	1,000,000	500
Public Official	1,000,000	5,000
Law Enforcement Liability	1,000,000	5,000
Boiler and Machinery	5,437,850	1,000
Buildings	5,437,850	1,000

In addition, the City carries a \$4,000,000 umbrella policy with Argonaut Insurance.

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

There has been no significant reduction in insurance coverages from coverages in the prior year. Settled claims resulting from these risks have not exceeded commercial insurance coverages in any of the past three fiscal years.

NOTE 12 – JOINTLY GOVERNED ORGANIZATIONS

Ohio-Kentucky-Indiana-Regional Council of Governments – The City participates in the Ohio-Kentucky-Indiana Regional Council of Governments (OKI). OKI members include Butler, Clermont, Hamilton and Warren Counties in Ohio, Boone, Campbell and Kenton Counties in Kentucky and Dearborn and Ohio Counties in Indiana. The purpose of OKI is to provide coordinated planning services to the appropriate federal, state and special districts, in connection with the preparation and development of comprehensive and continuing regional transportation and development plans within the OKI Region. OKI also serves as an area-wide review agency in conjunction with comprehensive planning within the OKI Region.

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CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 12 – JOINTLY GOVERNED ORGANIZATIONS (Continued)

OKI contracts periodically for local funds and other support with the governing board of each of the counties who are members of OKI or with such other persons as may be appropriate to provide such funds and support. The support is based on the population of the area represented. A Board of Trustees was created for conducting the activities of the OKI. This Board consists of one elected official of each county and municipal corporation, one individual selected by each county planning agency or commission and one person selected by each planning agency or commission of each municipal corporation located in each member county. This Board of Trustees then selects not more than ten residents of the OKI Region. The total membership of the Board of Trustees shall not exceed 100. Any member of OKI may withdraw its membership upon written notice to OKI to be effective two years after receipt of the notice by OKI. If the organization were to dissolve, OKI's net assets revert to the said public bodies in proportion to each body's contribution towards the assets.

Payments to OKI are made from the General Fund. No financial contributions were made by the City during 2011. To obtain financial information, write to Ronald Kuker, Director of Finance and Administration of the Ohio-Kentucky-Indiana Regional Council of Governments at 720 East Pete Rose Way, Suite 420, Cincinnati, Ohio, 45202.

Hamilton County Municipal League – The City participates in the Hamilton County Municipal League (HCML), a jointly governed organization. HCML members are represented by the Mayor or his designee from the incorporated municipalities of Hamilton County. Any member municipality may nominate for membership a municipality located outside Hamilton County. The purpose of the HCML is the furtherance of local government, the improvement of municipal government and services, promotion of general welfare of the cities and villages, to provide an opportunity for the municipalities to meet as a group for the discussion of mutual problems and to provide training or educational programs as may be deemed appropriate.

The HCML charges an annual membership fee as determined by the Board of Directors and confirmed by a majority of the membership of the HCML. This Board consists of the five officers elected by a majority vote and the Mayor of the City of Cincinnati or his designee. This Board was created to conduct the business of the HCML.

Any member may withdraw its membership upon written notice to the HCML. A member shall also cease to be a member in good standing if the dues are not paid at the annual meeting. If the organization were to dissolve, HCML's net assets shall revert to the said public bodies in proportion to each body's contribution towards the assets.

Payments to the HCML are made from the General Fund. The City contributed \$1,462 to the HCML during 2011. To obtain financial information, write to Curt Paddock, Director of the Hamilton County Municipal League at 5725 Dragon Way, Suite 219, Cincinnati, Ohio, 45227.

CITY OF CHEVIOT, OHIO

Notes to the Basic Financial Statements For the Year Ended December 31, 2011

NOTE 13 - CONTINGENCIES

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

NOTE 14 – CHANGE IN ACCOUNTING PRINCIPLE

For 2011 the City implemented GASB Statement No. 54, “*Fund Balance Reporting and Governmental Fund Type Definitions*”. Statement No. 54 provides more clearly defined categories to make the nature and extent of the constraints placed on a governments fund balances more transparent. It also clarifies the existing governmental fund type definitions.

The application of this new standard had no effect on beginning of year balances.

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Charles E. Harris & Associates, Inc.
Certified Public Accountants

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

City of Cheviot
Hamilton County
3814 Harrison Avenue
Cheviot, Ohio 45211

To the City Council:

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Cheviot, Hamilton County (the City) as of and for the year ended December 31, 2011, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 21, 2012, wherein we noted the City implemented GASB Statement No. 54. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Controls Over Financial Reporting

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

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

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above. However, we identified a certain deficiency in internal control over financial reporting, described in the accompanying schedule of findings that we consider a significant deficiency in internal control over financial reporting. We consider finding 2011-CHEV-01 to be a significant deficiency. *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.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under *Government Auditing Standards*, which is described in the accompanying schedule of findings as 2011-CHEV-01.

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

This report is intended solely for the information and use of the audit committee, management, City Council and other within the City. We intend it for no one other these specified parties.



Charles E. Harris and Associates, Inc.

November 21, 2012

CITY OF CHEVIOT
HAMILTON COUNTY, OHIO
SCHEDULE OF FINDINGS
DECEMBER 31, 2011

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

Finding Number: 2011-CHEV-01 – Significant Deficiency/Noncompliance Citation

Federal Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments requires grantees and subgrantees to “maintain records which adequately identify the source and application of funds provided for financially-assisted activities. These records must contain information pertaining to grant or subgrant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures, and income.”

The City does not have a procedure to identify all federal funds received and expended during the year. Federal receipts and disbursements are not identified in the accounting records rather they are commingled with other non-federal receipts and disbursements. Therefore, the City cannot determine whether it is subject to the Single Audit requirements of OMB Circular A-133 or meet other reporting requirements of federal agencies or pass-through agencies which provide the City with funding.

The failure to properly monitor the status of federal funds jeopardizes the City’s eligibility for future federal awards.

We recommend that the City implement a procedure to coordinate the grant writing and award process with the City Auditor’s department, which is responsible for recording grant receipts and expenditures, and the City Safety-Service Director’s office which is responsible for overseeing the implementation of the grant. In addition, we recommend that the City maintain a separate fund and accounts for each federal grant.

Management Response: Management is in the process of making federal funds easier to identify in the accounting records.

**CITY OF CHEVIOT
HAMILTON COUNTY, OHIO
SCHEDULE OF PRIOR AUDIT FINDINGS
For the Year Ended December 31, 2011**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; Explain:
2010-CHEV-01	Significant Deficiency/Noncompliance- Federal Grant funds not segregated and tracked	No	Repeated as 2011-CHEV-01



Dave Yost • Auditor of State

CITY OF CHEVIOT

HAMILTON COUNTY

CLERK'S CERTIFICATION

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

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
FEBRUARY 12, 2013**