

**CITY OF SHELBY  
RICHLAND COUNTY, OHIO**

**BASIC FINANCIAL STATEMENTS**

*FOR THE YEAR ENDED  
DECEMBER 31, 2007*

**ROBERT LAFFERTY, DIRECTOR OF FINANCE**





# Mary Taylor, CPA

Auditor of State

Mayor and Members of Council  
City of Shelby  
43 West Main Street  
Shelby, Ohio 44875

We have reviewed the *Independent Auditor's Report* of the City of Shelby, Richland County, prepared by Julian & Grube, Inc., for the audit period January 1, 2007 through December 31, 2007. 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 Shelby is responsible for compliance with these laws and regulations.

*Mary Taylor*

Mary Taylor, CPA  
Auditor of State

October 30, 2008

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**CITY OF SHELBY  
RICHLAND COUNTY, OHIO**

BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

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**Julian & Grube, Inc.**  
*Serving Ohio Local Governments*

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Independent Auditor's Report

Mayor and Members of Council  
City of Shelby  
43 W. Main Street  
Shelby, Ohio 44875

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 Shelby, Richland County, Ohio, as of and for the year ended December 31, 2007, which collectively comprise the City of Shelby's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the City of Shelby'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 obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Shelby as of December 31, 2007, and the respective changes in financial position and cash flows, where applicable, thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated July 28, 2008 on our consideration of the City of Shelby's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Mayor and Members of Council  
City of Shelby  
Page 2

The management's discussion and analysis is not a required part of the basic financial statements, but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

*Julian & Grube, Inc.*

Julian & Grube, Inc.  
July 28, 2008

## CITY OF SHELBY, OHIO

### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

The management's discussion and analysis of the City of Shelby's (the "City") financial performance provides an overall review of the City's financial activities for the fiscal year ended December 31, 2007. The intent of this discussion and analysis is to look at the City's financial performance as a whole; readers should also review the basic financial statements and the notes to the basic financial statements to enhance their understanding of the City's financial performance.

#### **Financial Highlights**

Key financial highlights for 2007 are as follows:

- The total net assets of the City increased \$3,496,125. Net assets of governmental activities increased \$2,137,409 or 11.13% from fiscal year 2006. Net assets of business-type activities increased \$1,358,716 or 5.40% from fiscal year 2006.
- General revenues accounted for \$5,436,096 or 62.21% of total governmental activities revenue. Program specific revenues accounted for \$3,141,415 or 35.95% of total governmental activities revenue. Extraordinary item revenue accounted for \$160,651 or 1.84% of total governmental activities revenue.
- Governmental activities capital assets, net of related debt decreased \$271,699.
- The City had \$6,334,812 in expenses related to governmental activities; \$3,141,415 of these expenses was offset by program specific charges for services, grants or contributions. General revenues (primarily property taxes, income taxes and unrestricted grants and entitlements) of \$5,436,096 were adequate to provide for these programs.
- The general fund, the City's only major governmental fund, had revenues of \$4,367,231 in 2007. This represents an increase of \$781,733 or 21.80% from 2006 revenues. The general fund also had \$39,058 in insurance recoveries, which is presented as an extraordinary item. The expenditures and other financing uses of the general fund, which totaled \$3,879,353 in 2007, increased \$114,225 from 2006. The fund balance in the general fund increased \$526,936 to \$1,381,655 in 2007.
- Net assets for the business-type activities, which are made up of the water, sewer and electric enterprise funds, increased in 2007 by \$1,358,716 or 5.40%. This increase in net assets was due primarily to the increase in capital assets in the water, sewer and electric funds.
- In the general fund, actual revenues and other financing sources came in \$73,905 less than they were in the original budget and actual expenditures and other financing uses were \$311,363 less than the amount in the original budget. The general fund maintained a negative variance of \$310,905 in revenues and a positive variance of \$367,663 in expenditures versus the final budgeted amounts.

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

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

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



## CITY OF SHELBY, OHIO

### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

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

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

While this document contains a large number of funds used by the City to provide programs and activities, the view of the City as a whole looks at all financial transactions and asks the question, "How did we do financially during 2007?" The statement of net assets and the statement of activities answer this question. These statements include all assets, liabilities, revenues and expenses using the accrual basis of accounting similar to the accounting used by most private-sector companies. This basis of accounting will take into account all of the current year's revenues and expenses regardless of when cash is received or paid.

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

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

**Governmental Activities** - Most of the City's programs and services are reported here including general government, security of persons and property, public health and welfare, transportation, community environment, and leisure time activity. These services are funded primarily by property and income taxes and intergovernmental revenues including federal and state grants and other shared revenues.

**Business-Type Activities** - These services are provided on a charge for goods or services basis to recover all or a significant portion of the expenses of the goods or services provided.

The City's statement of net assets and statement of activities can be found on pages 14 - 16 of this report.

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

##### *Fund Financial Statements*

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

Fund financial reports provide detailed information about the City's major funds. The City uses many funds to account for a multitude of financial transactions. However, these fund financial statements focuses on the City's most significant funds. The City's only major governmental fund is the general fund. The analysis of the City's major governmental and proprietary funds begins on page 9.

##### *Governmental Funds*

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

## **CITY OF SHELBY, OHIO**

### **MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007**

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

The City maintains a multitude of individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental statement of revenues, expenditures, and changes in fund balances for the major fund, which was identified earlier. Data from the other governmental funds are combined into a single, aggregated presentation. The basic governmental fund financial statements can be found on pages 17 - 21 of this report.

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

The City maintains two different types of proprietary funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its sewer, water and electric operations. Internal service funds are an accounting device used to accumulate and allocate costs internally among the City's various functions. The City uses an internal service fund to account for its self-insurance program. Because this service predominantly benefits governmental rather than business-type functions, it has been included within governmental activities in the government-wide financial statements. The basic proprietary fund financial statements can be found on pages 22 - 25 of this report.

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

Fiduciary funds are used to account for resources held for the benefit of parties outside the City. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. Agency funds are the City's only fiduciary fund type. The basic fiduciary fund financial statement can be found on page 26 of this report.

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

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. These notes to the basic financial statements can be found on pages 27 - 56 of this report.

**CITY OF SHELBY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

**Government-Wide Financial Analysis**

The statement of net assets provides the perspective of the City as a whole. The table below provides a summary of the City's net assets for 2007 compared to 2006.

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2007</u>	<u>2006</u>	<u>2007</u>	<u>2006</u>	<u>2007</u>	<u>2006</u>
<u>Assets</u>						
Current and other assets	\$ 9,045,782	\$ 6,550,684	\$ 11,797,781	\$ 13,364,063	\$ 20,843,563	\$ 19,914,747
Capital assets, net	<u>15,247,141</u>	<u>14,684,100</u>	<u>27,319,324</u>	<u>24,676,977</u>	<u>42,566,465</u>	<u>39,361,077</u>
Total assets	<u>24,292,923</u>	<u>21,234,784</u>	<u>39,117,105</u>	<u>38,041,040</u>	<u>63,410,028</u>	<u>59,275,824</u>
<u>Liabilities</u>						
Long-term liabilities						
outstanding	1,442,458	612,079	5,024,868	4,894,566	6,467,326	5,506,645
Other liabilities	<u>1,516,158</u>	<u>1,425,807</u>	<u>7,571,788</u>	<u>7,984,741</u>	<u>9,087,946</u>	<u>9,410,548</u>
Total liabilities	<u>2,958,616</u>	<u>2,037,886</u>	<u>12,596,656</u>	<u>12,879,307</u>	<u>15,555,272</u>	<u>14,917,193</u>
<u>Net Assets</u>						
Invested in capital assets, net of related debt	14,145,251	14,416,950	18,871,777	17,924,056	33,017,028	32,341,006
Restricted	5,597,303	3,561,415	-	-	5,597,303	3,561,415
Unrestricted	<u>1,591,753</u>	<u>1,218,533</u>	<u>7,648,672</u>	<u>7,237,677</u>	<u>9,240,425</u>	<u>8,456,210</u>
Total net assets	<u>\$ 21,334,307</u>	<u>\$ 19,196,898</u>	<u>\$ 26,520,449</u>	<u>\$ 25,161,733</u>	<u>\$ 47,854,756</u>	<u>\$ 44,358,631</u>

Over time, net assets can serve as a useful indicator of a government's financial position. At December 31, 2007, the City's assets exceeded liabilities by \$47,854,756. At year-end, net assets were \$21,334,307 and \$26,520,449 for the governmental activities and the business-type activities, respectively.

Capital assets reported on the government-wide statements represent the largest portion of the City's net assets. At year-end, capital assets represented 67.13% of total assets. Capital assets include land, construction in progress, land improvements, buildings and improvements, furniture, fixtures and equipment, vehicles and infrastructure. Capital assets, net of related debt to acquire the assets, at December 31, 2007, were \$14,145,251 and \$18,871,777 in the governmental activities and business-type activities, respectively. These capital assets are used to provide services to citizens and are not available for future spending. Although the City's investment in capital assets is reported net of related debt, it should be noted that the resources to repay the debt must be provided from other sources, since capital assets may not be used to liquidate these liabilities.

As of December 31, 2007, the City is able to report positive balances in all three categories of net assets, both for the government as a whole, as well as for its separate governmental and business-type activities.

A portion of the City's net assets, \$5,597,303 or 11.70%, represents resources that are subject to external restriction on how they may be used. In the governmental activities, the remaining balance of unrestricted net assets of \$1,591,753 may be used to meet the government's ongoing obligations to citizens and creditors.

**CITY OF SHELBY, OHIO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007**

The table below shows the comparative analysis of changes in net assets for fiscal year 2007 compared to 2006.

**Change in Net Assets**

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2007</u>	<u>2006</u>	<u>2007</u>	<u>2006</u>	<u>2007</u>	<u>2006</u>
<b>Revenues:</b>						
<b>Program revenues:</b>						
Charges for services and sales	\$ 804,969	\$ 831,782	\$ 15,458,350	\$ 14,610,184	\$ 16,263,319	\$ 15,441,966
Operating grants and contributions	2,161,976	1,186,137	-	-	2,161,976	1,186,137
Capital grants and contributions	174,470	159,697	-	38,700	174,470	198,397
<b>General revenues:</b>						
Property taxes	1,185,179	1,246,039	-	-	1,185,179	1,246,039
Income taxes	2,763,532	2,167,682	-	-	2,763,532	2,167,682
Excise taxes	-	-	442,925	427,822	442,925	427,822
Unrestricted grants	946,470	730,340	-	-	946,470	730,340
Interest	454,395	421,239	236,901	179,323	691,296	600,562
Other	86,520	72,157	72,859	108,172	159,379	180,329
<b>Total revenues</b>	<b>8,577,511</b>	<b>6,815,073</b>	<b>16,211,035</b>	<b>15,364,201</b>	<b>24,788,546</b>	<b>22,179,274</b>
<b>Expenses:</b>						
General government	1,331,170	1,427,932	-	-	1,331,170	1,427,932
Security of persons and property	2,857,086	2,826,085	-	-	2,857,086	2,826,085
Public health and welfare	334,043	260,566	-	-	334,043	260,566
Transportation	1,257,035	1,170,135	-	-	1,257,035	1,170,135
Community environment	440,134	606,006	-	-	440,134	606,006
Leisure time activity	78,345	68,650	-	-	78,345	68,650
Other	28,788	27,650	-	-	28,788	27,650
Interest and fiscal charges	8,211	5,833	-	-	8,211	5,833
Sewer	-	-	1,334,004	1,298,369	1,334,004	1,298,369
Water	-	-	1,709,594	1,757,098	1,709,594	1,757,098
Electric	-	-	12,074,662	10,995,078	12,074,662	10,995,078
<b>Total expenses</b>	<b>6,334,812</b>	<b>6,392,857</b>	<b>15,118,260</b>	<b>14,050,545</b>	<b>21,453,072</b>	<b>20,443,402</b>
Increase (decrease ) in net assets before transfers and extraordinary item	2,242,699	422,216	1,092,775	1,313,656	3,335,474	1,735,872
Transfers	(265,941)	(738,499)	265,941	738,499	-	-
Extraordinary item - Insurance recoveries	160,651	-	-	-	160,651	-
<b>Change in net assets</b>	<b>2,137,409</b>	<b>(316,283)</b>	<b>1,358,716</b>	<b>2,052,155</b>	<b>3,496,125</b>	<b>1,735,872</b>
Net assets at beginning of year	19,196,898	19,513,181	25,161,733	23,109,578	44,358,631	42,622,759
<b>Net assets at end of year</b>	<b>\$ 21,334,307</b>	<b>\$ 19,196,898</b>	<b>\$ 26,520,449</b>	<b>\$ 25,161,733</b>	<b>\$ 47,854,756</b>	<b>\$ 44,358,631</b>

**CITY OF SHELBY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

**Governmental Activities**

Governmental activities net assets increased \$2,137,409 in 2007. This increase is primarily due to the increase in grants receivable.

Security of persons and property, which supports the operations of the police and fire departments, accounted for \$2,857,086 or 45.10% of total expenses of the City. These expenses were partially funded by \$316,483 in direct charges to users of the services. General government expenses, which includes city council, the mayor's office, the finance department, civil service and building and zoning programs, totaled \$1,331,170 or 21.01% of total expenses. General government expenses were partially funded by \$402,586 in direct charges to users of the services.

The State and Federal government contributed to the City a total of \$2,161,976 in operating grants and contributions and \$174,470 in capital grants and contributions. These revenues are restricted to a particular program or purpose. Of the total operating grants, capital grants and contributions \$609,187 or 28.21%, subsidized transportation programs.

General revenues totaled \$5,436,096, and amounted to 62.21% of total revenues. These revenues primarily consist of property and income tax revenue of \$3,948,711, or 72.64% of total general revenues. The other primary source of general revenues is grants and entitlements not restricted to specific programs, with local government and local government revenue assistance making up \$946,470 or 17.41% of the total.

The statement of activities shows the cost of program services and the charges for services and grants offsetting those services. The following table shows, for governmental activities, the total cost of services and the net cost of services for 2007 compared to 2006. That is, it identifies the cost of these services supported by tax revenue and unrestricted state grants and entitlements.

**Governmental Activities**

	2007		2006	
	Total Cost of Services	Net Cost of Services	Total Cost of Services	Net Cost of Services
Expenses:				
General government	\$ 1,331,170	\$ 928,584	\$ 1,427,932	\$ 1,012,879
Security of persons and property	2,857,086	2,416,133	2,826,085	2,460,709
Public health and welfare	334,043	264,475	260,566	198,828
Transportation	1,257,035	589,986	1,170,135	408,764
Community environment	440,134	(1,105,912)	606,006	46,573
Leisure time activity	78,345	63,132	68,650	54,005
Other	28,788	28,788	27,650	27,650
Interest and fiscal charges	8,211	8,211	5,833	5,833
Total expenses	<u>\$ 6,334,812</u>	<u>\$ 3,193,397</u>	<u>\$ 6,392,857</u>	<u>\$ 4,215,241</u>

The dependence upon general revenues for governmental activities is apparent, with 50.41% and 65.94% of expenses supported through taxes and other general revenues during 2007 and 2006, respectively.

The large decrease in the net cost of services in community environment was due to the large reimbursements from FEMA in relation to the flood.

**CITY OF SHELBY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

**Business-Type Activities**

Business-type activities include the sewer, water and electric enterprise funds. These programs had program revenues of \$15,458,350, general revenues of \$752,865, transfers in of \$265,941 and expenses of \$15,118,260 for fiscal year 2007.

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

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

**Governmental Funds**

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

The City's governmental funds (as presented on the balance sheet on page 17) reported a combined fund balance of \$5,638,637 which is \$1,620,260 more than last year's total of \$4,018,377. The schedule below indicates the fund balances and the total change in fund balances as of December 31, 2007 for the major and all nonmajor governmental funds.

	<u>Fund Balance</u> <u>December 31, 2007</u>	<u>Fund Balance</u> <u>December 31, 2006</u>	<u>Increase</u>
Major Fund:			
General	\$ 1,381,655	\$ 854,719	\$ 526,936
Other nonmajor governmental funds	<u>4,256,982</u>	<u>3,163,658</u>	<u>1,093,324</u>
 Total	 <u>\$ 5,638,637</u>	 <u>\$ 4,018,377</u>	 <u>\$ 1,620,260</u>

**General Fund**

The City's general fund balance increased \$526,936, due to an increase in income tax revenues. Intergovernmental revenue also increased, due to an increase in the amount of Estate Tax. Investment income increased due to rising interest rates during 2007. The table that follows assists in illustrating the financial activities and fund balances of the general fund.

	<u>2007</u>	<u>2006</u>	<u>Percent</u> <u>Change</u>
<b>Revenues</b>			
Taxes	\$ 2,457,552	\$ 2,001,605	22.78 %
Charges for services	340,300	354,706	(4.06) %
Licenses and permits	5,352	15,108	(64.58) %
Fines and forfeitures	200,231	214,261	(6.55) %
Investment income	424,973	328,295	29.45 %
Intergovernmental	886,202	649,921	36.36 %
Other revenues	<u>52,621</u>	<u>21,602</u>	143.59 %
 Total	 <u>\$ 4,367,231</u>	 <u>\$ 3,585,498</u>	 21.80 %

## CITY OF SHELBY, OHIO

### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

	<u>2007</u>	<u>2006</u>	<u>Percentage Change</u>
<b>Expenditures</b>			
General government	\$ 1,057,817	\$ 991,613	6.68 %
Security of persons and property	2,457,031	2,383,456	3.09 %
Transportation	<u>32,580</u>	<u>32,694</u>	(0.35) %
Total	<u>\$ 3,547,428</u>	<u>\$ 3,407,763</u>	4.10 %

General fund expenditures remained consistent with the prior year.

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

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

Budgetary information is presented for the general fund, the City's only major governmental fund. Total actual revenues of \$4,132,819 were less than final budgeted revenues by \$310,905. The other significant change was between the final budgeted expenditures and other financing uses and actual expenditures and other financing uses. Actual expenditures and other financing uses came in \$367,663 lower than the final budgeted amounts.

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

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

#### ***Water Fund***

The water fund had operating revenues of \$1,677,830 in 2007. This represents an increase of \$119,078 from 2006 operating revenues. The operating expenses of the water fund, which totaled \$1,610,203 in 2007, increased \$78,855 from 2006. The increase in net assets for the water fund was \$65,989 or 0.86%.

#### ***Sewer Fund***

The sewer fund had operating revenues of \$1,326,577 in 2007. This represents an increase of \$37,561 from 2006 operating revenues. The operating expenses of the sewer fund, which totaled \$1,312,347 in 2007, increased \$40,622 from 2006. The increase in net assets for the sewer fund was \$184,292 or 3.06%.

#### ***Electric Fund***

The electric fund had operating revenues of \$12,526,802 in 2007. This represents an increase of \$656,214 from 2006 operating revenues. The operating expenses of the electric fund, which totaled \$11,348,982 in 2007, increased \$1,199,514 from 2006. The increase in net assets for the electric fund was \$1,142,281 or 9.99%.

**CITY OF SHELBY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

**Capital Assets and Debt Administration**

*Capital Assets*

At the end of fiscal 2007, the City had \$42,566,465 (net of accumulated depreciation) invested in land, land improvements, buildings and improvements, furniture, fixtures and equipment, vehicles, infrastructure and construction in progress. Of this total, \$15,247,141 was reported in governmental activities and \$27,319,324 was reported in business-type activities. The following table shows fiscal 2007 balances compared to 2006:

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

	Governmental Activities		Business-Type Activities		Total	
	2007	2006	2007	2006	2007	2006
Land	\$ 206,050	\$ 206,050	\$ 233,440	\$ 233,440	\$ 439,490	\$ 439,490
Land improvements	272,900	287,580	1,617,494	1,225,252	1,890,394	1,512,832
Buildings and improvements	1,619,691	644,904	7,016,048	7,230,636	8,635,739	7,875,540
Furniture, fixtures and equipment	644,864	666,800	4,986,258	5,382,475	5,631,122	6,049,275
Vehicles	199,904	273,956	202,318	249,107	402,222	523,063
Infrastructure	12,237,840	12,604,810	8,712,456	6,444,776	20,950,296	19,049,586
Construction in progress	<u>65,892</u>	<u>-</u>	<u>4,551,310</u>	<u>3,911,291</u>	<u>4,617,202</u>	<u>3,911,291</u>
Increase in net assets	<u>\$ 15,247,141</u>	<u>\$ 14,684,100</u>	<u>\$ 27,319,324</u>	<u>\$ 24,676,977</u>	<u>\$ 42,566,465</u>	<u>\$ 39,361,077</u>

See Note 9 to the basic financial statements for additional information concerning the City's capital assets.

*Debt Administration*

At December 31, 2007 the City had \$715,847 in special assessment bonds, \$374,776 in OPWC loans, \$239,838 in bond anticipation notes and \$4,472,820 in OWDA loans outstanding. Of this total, \$701,344 is due within one year and \$5,101,937 is due in more than one year. The following table is a comparison of the bonds and loans outstanding.



**CITY OF SHELBY, OHIO**

MANAGEMENT'S DISCUSSION AND ANALYSIS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

**Outstanding Debt, at Year End**

	Governmental Activities <u>2007</u>	Governmental Activities <u>2006</u>
<u>Special Assessment Bonds:</u>		
Street Improvement - Route 39	\$ 25,356	\$ 50,712
Street Improvement - Fox Run 6	40,491	53,988
Street Improvement Bond - Street Paving	<u>650,000</u>	<u>-</u>
Total Special Assessment Bonds	<u>715,847</u>	<u>104,700</u>
<u>OPWC Loans:</u>		
Wareham Road	<u>146,205</u>	<u>162,450</u>
<u>Bond Anticipation Notes:</u>		
Street Improvement - Fox Run 7	<u>239,838</u>	<u>-</u>
Total	<u>\$ 1,101,890</u>	<u>\$ 267,150</u>
	Business-Type Activities <u>2007</u>	Business-Type Activities <u>2006</u>
<u>OPWC Loan:</u>		
Wastewater Treatment Plant	<u>\$ 228,571</u>	<u>\$ 285,714</u>
<u>OWDA Loans:</u>		
EQ Basin	1,349,508	1,277,679
WTP Upgrade	<u>3,123,312</u>	<u>2,999,528</u>
Total OWDA Loans	<u>4,472,820</u>	<u>4,277,207</u>
Total	<u>\$ 4,701,391</u>	<u>\$ 4,562,921</u>

The City has three special assessment bonds outstanding at December 31, 2007 in the amount of \$715,847. The City issued \$126,783 in special assessment bonds on September 5, 2003, for water and sewer improvements along State Route 39. These bonds bear an interest rate of 3.10% and mature on December 1, 2008. The City also issued \$67,485 in special assessment bonds on August 17, 2005 for water and sewer improvements in the Fox Run 6 area. These bonds bear an interest rate of 2.36% and mature on December 1, 2010. The City issued \$650,000 in special assessment bonds on July 27, 2007, for street improvements. These bonds bear an interest rate of 4.25% and mature on July 27, 2012. In the event that property owners fail to make their special assessment payments, the City is responsible for providing the resources to meet the annual principal and interest payments.

The City has one bond anticipation note payable outstanding at December 31, 2007. The City issued \$239,838 in bond anticipation notes on August 13, 2007, for street improvements in the Fox Run 7 project. These notes bear an interest rate of 4.77% and mature on May 13, 2008.

## **CITY OF SHELBY, OHIO**

### **MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007**

The City has two Ohio Public Works Commission (OPWC) loans outstanding at December 31, 2007 in the amount of \$146,205 in governmental activities and \$228,571 in business-type activities. The City issued \$394,200 in OPWC loans on July 7, 1997 to finance the Wareham Road Area Storm Sewer Replacement Project. This loan is scheduled to mature on July 1, 2016. During 2003, the City received \$20,435, in OPWC loans and in 2004 the City received \$66,565 from available borrowings of \$400,000, to finance the wastewater plant expansion. The remaining \$313,000 was received in 2005. The OPWC loans are interest free.

The City has two Ohio Water Development Authority (OWDA) loans outstanding at December 31, 2007. The WTP Upgrade loan has a balance of \$3,123,312 at December 31, 2007. This loan bears an interest rate of 2.75%. The EQ Basin loan has a balance of \$1,349,508 at December 31, 2007. This loan bears an interest rate of 1.00%. These two loans have not been completely drawn at December 31, 2007.

#### **Economic Outlook**

Since the 1800's the Community of Shelby has been known for its talented work force, which continues to be innovative, productive and stable. The City's industrial base continues to be strong and competitive, producing and shipping goods and materials around the world. While national trends reflect mergers and consolidations the City has been aggressive and successful in adapting to these changing times by creating new opportunities. In 2007, construction was completed for a major warehouse by MTD Corporation. They have constructed a 467,000 square foot warehouse to maintain jobs and increase their presence. Also, the MedCentral Hospital is in final stages of a 19,000 square foot surgical area expansion. Currently MedCentral does 1,400 surgical procedures per year but this addition has drawn and will draw talented surgeons and more procedures to advance our hospital.

The City relies heavily upon grants, entitlements, property and income taxes to fund the general services of the City. The City also has experienced revenue stagnation as other communities in Ohio but has taken steps in an effort contain its operating expenses.

In 2007, the City primarily completed modernization of its wastewater treatment plant and its water treatment plant. The City incurred substantial debt in its enterprise fund but these upgrades will serve the citizens for years to come. The new 138 KV electric line will be completed in 2008 to secure connections to AEP power and loop the City's electric source.

The City suffered severe losses due to a major flood in the fall of 2007. The City moved its administration function to new quarters at 43 West Main Street. The police/court building was abandoned and police are temporarily housed on Wareham Road and the court is being housed on Industrial Drive. Many homes and businesses were substantially damaged. The City is currently working with Federal Emergency Management Agency to purchase these homes to tear down as flood plain management mitigation. The City is attempting to relocate the fire department also. Many citizens, agencies and corporations have come to the aid of the City in an effort to mitigate the loss from this flood.

For the future the City will continue to meet the needs of its citizens, employees and vendors through cooperation, hard work and determination.

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

This financial report is designed to provide our citizens, taxpayers, investors and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Robert Lafferty, Finance Director, 43 W. Main Street, Shelby, Ohio, 44875.

**BASIC  
FINANCIAL STATEMENTS**

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**CITY OF SHELBY, OHIO**

STATEMENT OF NET ASSETS  
DECEMBER 31, 2007

	<u>Governmental</u> <u>Activities</u>	<u>Business-Type</u> <u>Activities</u>	<u>Total</u>
<b>Assets:</b>			
Equity in pooled cash and cash equivalents. . . . .	\$ 5,061,818	\$ 5,712,440	\$ 10,774,258
Cash with fiscal agent. . . . .	-	2,118,844	2,118,844
Cash in segregated accounts . . . . .	-	267,568	267,568
Receivables (net of allowances for uncollectibles):			
Income taxes . . . . .	609,389	-	609,389
Property and other taxes . . . . .	909,004	-	909,004
Accounts . . . . .	-	1,700,539	1,700,539
Special assessments . . . . .	1,994	-	1,994
Accrued interest . . . . .	92,766	97,109	189,875
Internal balances . . . . .	50,378	(50,378)	-
Due from other governments . . . . .	2,163,520	6,972	2,170,492
Prepayments . . . . .	61,384	222,900	284,284
Materials and supplies inventory . . . . .	95,529	977,518	1,073,047
Investment in joint venture . . . . .	-	744,269	744,269
Capital assets:			
Land and construction in progress . . . . .	271,942	4,784,750	5,056,692
Depreciable capital assets, net. . . . .	14,975,199	22,534,574	37,509,773
Total capital assets . . . . .	<u>15,247,141</u>	<u>27,319,324</u>	<u>42,566,465</u>
Total assets . . . . .	<u>24,292,923</u>	<u>39,117,105</u>	<u>63,410,028</u>
<b>Liabilities:</b>			
Accounts payable. . . . .	159,148	1,174,319	1,333,467
Contracts payable. . . . .	1,957	5,045	7,002
Retainage payable . . . . .	-	267,568	267,568
Accrued wages and benefits . . . . .	59,067	56,502	115,569
Due to other governments . . . . .	226,619	125,605	352,224
Unearned revenue . . . . .	836,000	-	836,000
Accrued interest payable . . . . .	4,583	77,749	82,332
Claims payable . . . . .	228,784	-	228,784
Notes payable. . . . .	-	5,865,000	5,865,000
Long-term liabilities:			
Due within one year . . . . .	487,422	356,298	843,720
Due in more than one year. . . . .	955,036	4,668,570	5,623,606
Total liabilities . . . . .	<u>2,958,616</u>	<u>12,596,656</u>	<u>15,555,272</u>
<b>Net assets:</b>			
Invested in capital assets, net of related debt. . . . .	14,145,251	18,871,777	33,017,028
Restricted for:			
Capital projects . . . . .	1,695,639	-	1,695,639
Debt service . . . . .	885,853	-	885,853
Human services programs . . . . .	268,812	-	268,812
Community development projects. . . . .	1,868,311	-	1,868,311
Security of persons and property . . . . .	266,071	-	266,071
Permanent fund . . . . .	22,757	-	22,757
Street maintenance, construction and repair. . . . .	386,931	-	386,931
Other purposes. . . . .	202,929	-	202,929
Unrestricted . . . . .	<u>1,591,753</u>	<u>7,648,672</u>	<u>9,240,425</u>
Total net assets. . . . .	<u>\$ 21,334,307</u>	<u>\$ 26,520,449</u>	<u>\$ 47,854,756</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF SHELBY, OHIO**

STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

	<b>Program Revenues</b>			
	<b>Expenses</b>	<b>Charges for Services</b>	<b>Operating Grants and Contributions</b>	<b>Capital Grants and Contributions</b>
<b>Governmental Activities:</b>				
General government . . . . .	\$ 1,331,170	\$ 402,586	\$ -	\$ -
Security of persons and property. . . . .	2,857,086	316,483	-	124,470
Public health and welfare . . . . .	334,043	38,815	30,753	-
Transportation . . . . .	1,257,035	7,862	609,187	50,000
Community environment. . . . .	440,134	24,010	1,522,036	-
Leisure time activity. . . . .	78,345	15,213	-	-
Other . . . . .	28,788	-	-	-
Interest and fiscal charges. . . . .	8,211	-	-	-
<b>Total governmental activities . . . . .</b>	<b>6,334,812</b>	<b>804,969</b>	<b>2,161,976</b>	<b>174,470</b>
<b>Business-Type Activities:</b>				
Sewer . . . . .	1,334,004	1,323,112	-	-
Water . . . . .	1,709,594	1,671,561	-	-
Electric . . . . .	12,074,662	12,463,677	-	-
<b>Total business-type activities . . . . .</b>	<b>15,118,260</b>	<b>15,458,350</b>	<b>-</b>	<b>-</b>
<b>Total primary government. . . . .</b>	<b>\$ 21,453,072</b>	<b>\$ 16,263,319</b>	<b>\$ 2,161,976</b>	<b>\$ 174,470</b>

**General Revenues:**

- Property taxes levied for:
  - General purposes. . . . .
  - Special revenue . . . . .
- Income taxes levied for:
  - General purposes. . . . .
  - Special revenue . . . . .
- Capital projects . . . . .
- Other local taxes . . . . .
- Grants and entitlements not restricted to specific programs . . . . .
- Investment earnings . . . . .
- Miscellaneous . . . . .

Total general revenues . . . . .

Transfers . . . . .

**Extraordinary item:**

Insurance recoveries . . . . .

Total general revenues, transfers and extraordinary item. . . . .

Change in net assets . . . . .

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

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

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

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

<b>Governmental Activities</b>	<b>Business-Type Activities</b>	<b>Total</b>
\$ (928,584)	\$ -	\$ (928,584)
(2,416,133)	-	(2,416,133)
(264,475)	-	(264,475)
(589,986)	-	(589,986)
1,105,912	-	1,105,912
(63,132)	-	(63,132)
(28,788)	-	(28,788)
(8,211)	-	(8,211)
<u>(3,193,397)</u>	<u>-</u>	<u>(3,193,397)</u>
-	(10,892)	(10,892)
-	(38,033)	(38,033)
-	389,015	389,015
<u>-</u>	<u>340,090</u>	<u>340,090</u>
<u>(3,193,397)</u>	<u>340,090</u>	<u>(2,853,307)</u>
699,348	-	699,348
485,831	-	485,831
1,683,895	-	1,683,895
253,751	-	253,751
825,886	-	825,886
-	442,925	442,925
946,470	-	946,470
454,395	236,901	691,296
86,520	72,859	159,379
<u>5,436,096</u>	<u>752,685</u>	<u>6,188,781</u>
(265,941)	265,941	-
<u>160,651</u>	<u>-</u>	<u>160,651</u>
<u>5,330,806</u>	<u>1,018,626</u>	<u>6,349,432</u>
2,137,409	1,358,716	3,496,125
<u>19,196,898</u>	<u>25,161,733</u>	<u>44,358,631</u>
<u>\$ 21,334,307</u>	<u>\$ 26,520,449</u>	<u>\$ 47,854,756</u>

**CITY OF SHELBY, OHIO**

BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2007

	<u>General</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Assets:</b>			
Equity in pooled cash and cash equivalents . . . . .	\$ 781,195	\$ 3,854,379	\$ 4,635,574
Receivables (net of allowance for uncollectibles):			
Income taxes . . . . .	365,633	243,756	609,389
Property and other taxes . . . . .	353,381	555,623	909,004
Accrued interest . . . . .	79,437	13,329	92,766
Special assessments. . . . .	-	1,994	1,994
Due from other governments . . . . .	488,902	1,674,618	2,163,520
Prepayments. . . . .	39,889	21,495	61,384
Materials and supplies inventory . . . . .	23,763	71,766	95,529
	<hr/>	<hr/>	<hr/>
Total assets. . . . .	<u>\$ 2,132,200</u>	<u>\$ 6,436,960</u>	<u>\$ 8,569,160</u>
<b>Liabilities:</b>			
Accounts payable . . . . .	\$ 24,390	\$ 134,758	\$ 159,148
Contracts payable . . . . .	-	1,957	1,957
Accrued wages and benefits. . . . .	49,557	9,510	59,067
Compensated absences payable. . . . .	-	17,748	17,748
Due to other governments. . . . .	113,142	113,477	226,619
Deferred revenue . . . . .	238,456	1,391,528	1,629,984
Unearned revenue. . . . .	325,000	511,000	836,000
	<hr/>	<hr/>	<hr/>
Total liabilities . . . . .	<u>750,545</u>	<u>2,179,978</u>	<u>2,930,523</u>
<b>Fund Balances:</b>			
Reserved for encumbrances. . . . .	89,868	247,237	337,105
Reserved for prepayments . . . . .	39,889	21,495	61,384
Reserved for materials and supplies inventory . . . . .	23,763	71,766	95,529
Reserved for debt service. . . . .	-	895,942	895,942
Unreserved, undesignated, reported in:			
General fund. . . . .	1,228,135	-	1,228,135
Special revenue funds . . . . .	-	1,610,582	1,610,582
Capital projects funds . . . . .	-	1,409,960	1,409,960
	<hr/>	<hr/>	<hr/>
Total fund balances . . . . .	<u>1,381,655</u>	<u>4,256,982</u>	<u>5,638,637</u>
	<hr/>	<hr/>	<hr/>
Total liabilities and fund balances . . . . .	<u>\$ 2,132,200</u>	<u>\$ 6,436,960</u>	<u>\$ 8,569,160</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS



**CITY OF SHELBY, OHIO**

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO  
NET ASSETS OF GOVERNMENTAL ACTIVITIES  
DECEMBER 31, 2007

<b>Total governmental fund balances</b>		\$ 5,638,637
<i>Amounts reported for governmental activities on the statement of net assets are different because:</i>		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		15,247,141
Other long-term assets are not available to pay for current period expenditures and therefore are deferred in the funds.		
Property and other taxes	\$ 73,004	
Income tax	147,824	
Special assessments	1,994	
Intergovernmental revenues	1,402,029	
Interest	<u>5,133</u>	
Total		1,629,984
An internal service fund is used by management to charge the costs of health insurance to individual funds. The assets and liabilities of the internal service fund are included in governmental activities on the statement of assets. The net assets of the internal service fund, including internal balances of \$50,378, are:		247,838
In the statement of activities interest is accrued on outstanding bonds and notes, whereas in governmental funds, interest expenditures are reported when due.		(4,583)
Long-term liabilities, including bonds and loans payable, are not due and payable in the current period and therefore are not reported in the funds.		
Street improvement bonds	715,847	
OPWC loans	146,205	
Compensated absences	322,820	
Bond anticipation notes	<u>239,838</u>	
Total		<u>(1,424,710)</u>
<b>Net assets of governmental activities</b>		<u>\$ 21,334,307</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF SHELBY, OHIO**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

	<u>General</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues:</b>			
Municipal income taxes . . . . .	\$ 1,753,468	\$ 1,178,774	\$ 2,932,242
Property and other taxes . . . . .	704,084	497,456	1,201,540
Charges for services . . . . .	340,300	113,618	453,918
Licenses and permits . . . . .	5,352	38,815	44,167
Fines and forfeitures . . . . .	200,231	53,201	253,432
Intergovernmental . . . . .	886,202	1,272,095	2,158,297
Special assessments . . . . .	-	92,801	92,801
Investment income . . . . .	424,973	63,735	488,708
Rental income . . . . .	-	3,205	3,205
Other . . . . .	52,621	38,243	90,864
<b>Total revenues . . . . .</b>	<b>4,367,231</b>	<b>3,351,943</b>	<b>7,719,174</b>
<b>Expenditures:</b>			
Current:			
General government . . . . .	1,057,817	203,795	1,261,612
Security of persons and property . . . . .	2,457,031	343,984	2,801,015
Public health and welfare . . . . .	-	325,953	325,953
Transportation . . . . .	32,580	709,135	741,715
Community environment . . . . .	-	379,516	379,516
Leisure time activity . . . . .	-	65,744	65,744
Other . . . . .	-	28,788	28,788
Capital outlay . . . . .	-	1,636,466	1,636,466
Debt service:			
Principal retirement . . . . .	-	55,098	55,098
Interest and fiscal charges . . . . .	-	3,937	3,937
<b>Total expenditures . . . . .</b>	<b>3,547,428</b>	<b>3,752,416</b>	<b>7,299,844</b>
Excess (deficiency) of revenues over (under) expenditures . . . . .	819,803	(400,473)	419,330
<b>Other financing sources (uses):</b>			
Bond issuance . . . . .	-	650,000	650,000
Note issuance . . . . .	-	239,838	239,838
Sale of capital assets . . . . .	-	1,542	1,542
Transfers in . . . . .	-	331,925	331,925
Transfers out . . . . .	(331,925)	-	(331,925)
<b>Total other financing sources (uses) . . . . .</b>	<b>(331,925)</b>	<b>1,223,305</b>	<b>891,380</b>
<b>Extraordinary item:</b>			
Insurance recoveries . . . . .	39,058	270,492	309,550
Net change in fund balances . . . . .	526,936	1,093,324	1,620,260
<b>Fund balances at beginning of year . . . . .</b>	<b>854,719</b>	<b>3,163,658</b>	<b>4,018,377</b>
<b>Fund balances at end of year . . . . .</b>	<b>\$ 1,381,655</b>	<b>\$ 4,256,982</b>	<b>\$ 5,638,637</b>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF SHELBY, OHIO**

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES  
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

**Net change in fund balances - total governmental funds** \$ 1,620,260

*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. Capital outlays exceed depreciation expense in the current period accordingly.

Capital asset additions	\$ 1,348,870	
Current year depreciation	(761,679)	
Total		587,191

Governmental funds only report the disposal of capital assets to the extent proceeds are received from the sale. In the statement of activities, a gain or loss is reported for each disposal. (24,150)

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

Income taxes	(168,710)	
Property and other taxes	(16,361)	
Intergovernmental	1,054,807	
Special assessments	(416)	
Accrued interest	(37,639)	
Total		831,681

The bond and note issuance is recorded as revenue in the funds, however on the statement of activities, it is not reported as revenue as it increases the liabilities on the statement of net assets. (889,838)

Repayment of bond and loan principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities on the statement of net assets. 55,098

In the statement of activities, interest is accrued on outstanding bonds, whereas in governmental funds, an interest expenditure is reported when due. (4,274)

Some expenses reported in the statement of activities, such as compensated absences, do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. 12,044

An internal service fund used by management to charge the costs of health insurance to individual funds is not reported in the government-wide statement of activities. Governmental fund expenditures and the related internal service fund revenues are eliminated. The net revenue (expense) of the internal service fund, including internal balance activity of \$33,846, is allocated among the governmental activities. (50,603)

**Change in net assets of governmental activities.** \$ 2,137,409

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF SHELBY, OHIO**

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN  
 FUND BALANCE - BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)  
 GENERAL FUND  
 FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Revenues:</b>				
Income taxes . . . . .	\$ 1,861,950	\$ 1,691,950	\$ 1,650,649	\$ (41,301)
Property and other taxes . . . . .	663,810	779,032	702,707	(76,325)
Charges for services . . . . .	321,463	377,262	340,300	(36,962)
Licenses and permits . . . . .	5,056	5,933	5,352	(581)
Fines and forfeitures . . . . .	189,148	221,979	200,231	(21,748)
Intergovernmental . . . . .	747,488	877,237	791,289	(85,948)
Investment income . . . . .	331,205	388,695	350,612	(38,083)
Other . . . . .	49,708	58,336	52,621	(5,715)
Total revenues. . . . .	<u>4,169,828</u>	<u>4,400,424</u>	<u>4,093,761</u>	<u>(306,663)</u>
<b>Expenditures:</b>				
Current:				
General government . . . . .	1,278,183	1,304,318	1,101,938	202,380
Security of persons and property . . . . .	2,639,892	2,656,037	2,493,132	162,905
Transportation . . . . .	35,395	35,915	33,537	2,378
Total expenditures . . . . .	<u>3,953,470</u>	<u>3,996,270</u>	<u>3,628,607</u>	<u>367,663</u>
Excess of revenues over expenditures . . . . .	<u>216,358</u>	<u>404,154</u>	<u>465,154</u>	<u>61,000</u>
<b>Other financing uses:</b>				
Transfers out. . . . .	<u>(318,425)</u>	<u>(331,925)</u>	<u>(331,925)</u>	<u>-</u>
Total other financing uses. . . . .	<u>(318,425)</u>	<u>(331,925)</u>	<u>(331,925)</u>	<u>-</u>
<b>Extraordinary item:</b>				
Insurance recoveries. . . . .	<u>36,896</u>	<u>43,300</u>	<u>39,058</u>	<u>(4,242)</u>
Net change in fund balance . . . . .	(65,171)	115,529	172,287	56,758
<b>Fund balance at beginning of year. . . . .</b>	413,743	413,743	413,743	-
<b>Prior year encumbrances appropriated . . . . .</b>	<u>91,433</u>	<u>91,433</u>	<u>91,433</u>	<u>-</u>
<b>Fund balance at end of year . . . . .</b>	<u>\$ 440,005</u>	<u>\$ 620,705</u>	<u>\$ 677,463</u>	<u>\$ 56,758</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF SHELBY, OHIO**

STATEMENT OF NET ASSETS  
 PROPRIETARY FUNDS  
 December 31, 2007

	<b>Business-Type Activities - Enterprise Funds</b>				<b>Governmental</b>
	<b>Sewer</b>	<b>Water</b>	<b>Electric</b>	<b>Total</b>	<b>Activities - Internal Service Fund</b>
<b>Assets:</b>					
Current assets:					
Equity in pooled cash and cash equivalents . . . . .	\$ 742,040	\$ 474,886	\$ 4,495,514	\$ 5,712,440	\$ 426,244
Cash with fiscal agent . . . . .	-	-	2,118,844	2,118,844	-
Cash in segregated accounts . . . . .	-	267,568	-	267,568	-
Receivables (net of allowance for uncollectibles):					
Accounts . . . . .	119,038	255,081	1,326,420	1,700,539	-
Accrued interest . . . . .	-	691	96,418	97,109	-
Due from other governments . . . . .	-	-	6,972	6,972	-
Prepayments . . . . .	17,694	25,665	179,541	222,900	-
Materials and supplies inventory . . . . .	31,462	149,869	796,187	977,518	-
<b>Total current assets . . . . .</b>	<b>910,234</b>	<b>1,173,760</b>	<b>9,019,896</b>	<b>11,103,890</b>	<b>426,244</b>
Noncurrent assets:					
Investment in joint venture . . . . .	-	-	744,269	744,269	-
Capital assets:					
Land and construction in progress . . . . .	1,487,339	1,984,620	1,312,791	4,784,750	-
Depreciable capital assets, net . . . . .	5,489,561	8,207,076	8,837,937	22,534,574	-
<b>Total capital assets . . . . .</b>	<b>6,976,900</b>	<b>10,191,696</b>	<b>10,150,728</b>	<b>27,319,324</b>	<b>-</b>
<b>Total noncurrent assets . . . . .</b>	<b>6,976,900</b>	<b>10,191,696</b>	<b>10,894,997</b>	<b>28,063,593</b>	<b>-</b>
<b>Total assets . . . . .</b>	<b>7,887,134</b>	<b>11,365,456</b>	<b>19,914,893</b>	<b>39,167,483</b>	<b>426,244</b>
<b>Liabilities:</b>					
Current liabilities:					
Accounts payable . . . . .	1,272	42,456	1,130,591	1,174,319	-
Contracts payable . . . . .	-	5,045	-	5,045	-
Retainage payable . . . . .	-	267,568	-	267,568	-
Accrued wages and benefits . . . . .	8,910	12,525	35,067	56,502	-
Due to other governments . . . . .	22,075	29,617	73,913	125,605	-
Claims payable . . . . .	-	-	-	-	228,784
Accrued interest payable . . . . .	7,983	44,265	25,501	77,749	-
Notes payable . . . . .	-	-	5,865,000	5,865,000	-
Current portion of OWDA loans . . . . .	96,582	133,273	-	229,855	-
Current portion of OPWC loans . . . . .	57,143	-	-	57,143	-
Current portion of compensated absences . . . . .	8,387	12,778	48,135	69,300	-
<b>Total current liabilities . . . . .</b>	<b>202,352</b>	<b>547,527</b>	<b>7,178,207</b>	<b>7,928,086</b>	<b>228,784</b>
Long-term liabilities:					
OWDA loans payable . . . . .	1,252,926	2,990,039	-	4,242,965	-
OPWC loans payable . . . . .	171,428	-	-	171,428	-
Compensated absences . . . . .	47,503	50,312	156,362	254,177	-
<b>Total long-term liabilities . . . . .</b>	<b>1,471,857</b>	<b>3,040,351</b>	<b>156,362</b>	<b>4,668,570</b>	<b>-</b>
<b>Total liabilities . . . . .</b>	<b>1,674,209</b>	<b>3,587,878</b>	<b>7,334,569</b>	<b>12,596,656</b>	<b>228,784</b>
<b>Net assets:</b>					
Invested in capital assets, net of related debt . . . . .	5,398,821	7,068,384	6,404,572	18,871,777	-
Unrestricted . . . . .	814,104	709,194	6,175,752	7,699,050	197,460
<b>Total net assets . . . . .</b>	<b>\$ 6,212,925</b>	<b>\$ 7,777,578</b>	<b>\$ 12,580,324</b>	<b>26,570,827</b>	<b>\$ 197,460</b>
Adjustment to reflect the consolidation of the internal service funds activities related to enterprise funds.				(50,378)	
<b>Net assets of business-type activities</b>				<b>\$ 26,520,449</b>	

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF SHELBY, OHIO**

STATEMENT OF REVENUES, EXPENSES AND  
CHANGES IN NET ASSETS  
PROPRIETARY FUNDS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

	<u>Business-Type Activities - Enterprise Funds</u>				<b>Governmental</b>
	<u>Sewer</u>	<u>Water</u>	<u>Electric</u>	<u>Total</u>	<b>Activities - Internal Service Fund</b>
<b>Operating revenues:</b>					
Charges for services . . . . .	\$ 1,323,112	\$ 1,671,561	\$ 12,463,677	\$ 15,458,350	\$ 971,431
Other . . . . .	3,465	6,269	63,125	72,859	-
Total operating revenues . . . . .	<u>1,326,577</u>	<u>1,677,830</u>	<u>12,526,802</u>	<u>15,531,209</u>	<u>971,431</u>
<b>Operating expenses:</b>					
Personal services . . . . .	565,944	811,246	1,963,246	3,340,436	-
Contract services . . . . .	181,632	143,889	1,219,740	1,545,261	-
Materials and supplies . . . . .	106,369	185,345	7,197,274	7,488,988	-
Utilities . . . . .	125,872	144,480	198,808	469,160	-
Depreciation . . . . .	328,839	318,937	568,791	1,216,567	-
Claims . . . . .	-	-	-	-	1,057,081
Other . . . . .	3,691	6,306	201,123	211,120	21,937
Total operating expenses . . . . .	<u>1,312,347</u>	<u>1,610,203</u>	<u>11,348,982</u>	<u>14,271,532</u>	<u>1,079,018</u>
Operating income (loss) . . . . .	<u>14,230</u>	<u>67,627</u>	<u>1,177,820</u>	<u>1,259,677</u>	<u>(107,587)</u>
<b>Nonoperating revenues (expenses):</b>					
Interest expense and fiscal charges . . . . .	(15,966)	(90,338)	(254,255)	(360,559)	-
Interest revenue . . . . .	-	8,787	228,114	236,901	23,138
Investment in joint venture . . . . .	-	-	(44,065)	(44,065)	-
Other local tax revenue . . . . .	-	-	442,925	442,925	-
Excise tax expense . . . . .	-	-	(408,258)	(408,258)	-
Total nonoperating revenues (expenses) . . . . .	<u>(15,966)</u>	<u>(81,551)</u>	<u>(35,539)</u>	<u>(133,056)</u>	<u>23,138</u>
Net income (loss) before capital contributions . . . . .	<u>(1,736)</u>	<u>(13,924)</u>	<u>1,142,281</u>	<u>1,126,621</u>	<u>(84,449)</u>
Capital contributions . . . . .	<u>186,028</u>	<u>79,913</u>	<u>-</u>	<u>265,941</u>	<u>-</u>
Changes in net assets . . . . .	<u>184,292</u>	<u>65,989</u>	<u>1,142,281</u>	<u>1,392,562</u>	<u>(84,449)</u>
<b>Net assets at beginning of year . . . . .</b>	<u>6,028,633</u>	<u>7,711,589</u>	<u>11,438,043</u>		<u>281,909</u>
<b>Net assets at end of year . . . . .</b>	<u>\$ 6,212,925</u>	<u>\$ 7,777,578</u>	<u>\$ 12,580,324</u>		<u>\$ 197,460</u>
Adjustment to reflect the consolidation of the internal service funds activities related to enterprise funds.				<u>(33,846)</u>	
Changes in net assets of business-type activities				<u>\$ 1,358,716</u>	

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

**CITY OF SHELBY, OHIO**

STATEMENT OF CASH FLOWS  
 PROPRIETARY FUNDS  
 FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

	<b>Business-Type Activities - Enterprise Funds</b>				<b>Governmental</b>
	<b>Sewer</b>	<b>Water</b>	<b>Electric</b>	<b>Total</b>	<b>Activities - Internal Service Fund</b>
<b>Cash flows from operating activities:</b>					
Cash received from customers . . . . .	\$ 1,318,719	\$ 1,662,149	\$ 12,414,734	\$ 15,395,602	\$ 971,431
Cash received from other operations. . . . .	3,465	6,269	63,125	72,859	-
Cash payments for personal services . . . . .	(572,549)	(827,898)	(1,929,263)	(3,329,710)	-
Cash payments for contract services . . . . .	(173,778)	(174,104)	(473,319)	(821,201)	-
Cash payments for materials and supplies . . . . .	(116,040)	(224,969)	(7,639,363)	(7,980,372)	-
Cash payments for utilities. . . . .	(125,872)	(135,685)	(197,859)	(459,416)	-
Cash payments for claims . . . . .	-	-	-	-	(1,034,835)
Cash payments for other expenses. . . . .	(3,691)	(6,306)	(201,123)	(211,120)	(21,937)
Net cash provided by (used in) operating activities . . . . .	<u>330,254</u>	<u>299,456</u>	<u>2,036,932</u>	<u>2,666,642</u>	<u>(85,341)</u>
<b>Cash flows from noncapital financing activities:</b>					
Cash received from other local taxes . . . . .	-	-	442,925	442,925	-
Cash payments for excise taxes . . . . .	-	-	(449,897)	(449,897)	-
Net cash used in noncapital financing activities . . . . .	<u>-</u>	<u>-</u>	<u>(6,972)</u>	<u>(6,972)</u>	<u>-</u>
<b>Cash flows from capital and related financing activities:</b>					
Acquisition of capital assets . . . . .	(549,904)	(429,716)	(3,012,846)	(3,992,466)	-
OWDA loans . . . . .	167,931	384,931	-	552,862	-
Sale of notes . . . . .	-	-	5,865,000	5,865,000	-
Principal retirement. . . . .	(153,245)	(261,147)	(6,190,000)	(6,604,392)	-
Interest and fiscal charges. . . . .	(7,983)	(93,928)	(265,216)	(367,127)	-
Net cash used in capital and related financing activities . . . . .	<u>(543,201)</u>	<u>(399,860)</u>	<u>(3,603,062)</u>	<u>(4,546,123)</u>	<u>-</u>
<b>Cash flows from investing activities:</b>					
Interest received . . . . .	-	11,874	164,412	176,286	23,138
Net cash provided by investing activities . . . . .	<u>-</u>	<u>11,874</u>	<u>164,412</u>	<u>176,286</u>	<u>23,138</u>
Net decrease in cash and cash equivalents. . . . .	(212,947)	(88,530)	(1,408,690)	(1,710,167)	(62,203)
<b>Cash and cash equivalents at beginning of year. . . . .</b>	<u>954,987</u>	<u>563,416</u>	<u>8,023,048</u>	<u>9,541,451</u>	<u>488,447</u>
<b>Cash and cash equivalents at end of year. . . . .</b>	<u>\$ 742,040</u>	<u>\$ 474,886</u>	<u>\$ 6,614,358</u>	<u>\$ 7,831,284</u>	<u>\$ 426,244</u>

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**CITY OF SHELBY, OHIO**

STATEMENT OF CASH FLOWS  
 PROPRIETARY FUNDS (CONTINUED)  
 FOR THE FISCAL YEAR ENDED DECEMBER 31, 2007

	<u>Business-Type Activities - Enterprise Funds</u>				<u>Governmental Activities - Internal Service Fund</u>
	<u>Sewer</u>	<u>Water</u>	<u>Electric</u>	<u>Total</u>	
<b>Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:</b>					
Operating income (loss) . . . . .	\$ 14,230	\$ 67,627	\$ 1,177,820	\$ 1,259,677	\$ (107,587)
Adjustments:					
Depreciation . . . . .	328,839	318,937	568,791	1,216,567	-
Changes in assets and liabilities:					
(Increase) in materials and supplies inventory . . . . .	(8,711)	(42,609)	(68,953)	(120,273)	-
(Increase) in accounts receivable. . . . .	(4,393)	(9,412)	(48,943)	(62,748)	-
(Increase)/decrease in prepayments . . . . .	7,854	(62)	(3,342)	4,450	-
Increase/(decrease) in accounts payable . . . . .	(960)	(18,373)	378,160	358,827	-
Increase in accrued wages and benefits. . . . .	1,293	2,057	9,053	12,403	-
Increase in due to other governments. . . . .	1,843	957	3,107	5,907	-
Increase/(decrease) in compensated absences payable.	(9,741)	(19,666)	21,239	(8,168)	-
Increase in claims payable . . . . .	-	-	-	-	22,246
Net cash provided by (used in) operating activities . . .	<u>\$ 330,254</u>	<u>\$ 299,456</u>	<u>\$ 2,036,932</u>	<u>\$ 2,666,642</u>	<u>\$ (85,341)</u>

At December 31, 2007 and 2006, the sewer fund purchased \$0 and \$2,000 of capital assets on account, respectively.

At December 31, 2007 and 2006, the water fund purchased \$5,045 and \$402,538 of capital assets on account, respectively.

The sewer and water funds received \$186,028 and \$79,913, respectively, in capital contributions during 2007.

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS



**CITY OF SHELBY, OHIO**

STATEMENT OF FIDUCIARY NET ASSETS  
FIDUCIARY FUND  
DECEMBER 31, 2007

	<u>Agency</u>
<b>Assets:</b>	
Equity in pooled cash and cash equivalents . . . . .	\$ 177,936
Cash in segregated accounts . . . . .	9,025
Receivables:	
Accrued interest. . . . .	<u>3,262</u>
Total assets . . . . .	<u>\$ 190,223</u>
<b>Liabilities:</b>	
Due to other governments . . . . .	\$ 181,198
Restricted/refundable deposits. . . . .	<u>9,025</u>
Total liabilities . . . . .	<u>\$ 190,223</u>

SEE ACCOMPANYING NOTES TO THE BASIC FINANCIAL STATEMENTS

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## **CITY OF SHELBY, OHIO**

### **NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2007**

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

The City of Shelby (the "City") is a home rule municipal corporation incorporated as a City in 1921 under the laws of the State of Ohio. The City operates under its own charter and is governed by a mayor-council form of government, which was adopted on August 9, 1921.

The mayor, elected by the voters for a four-year term, is the head of the municipal government for ceremonial, administrative, and executive purposes. As chief conservator of the peace, the mayor oversees the enforcement of all laws and ordinances. The mayor also executes all contracts, conveyances, and evidences of indebtedness of the City.

Legislative authority is vested in a five member council with four members elected from wards and the vice-president of Council elected at large. Members of Council are elected to two year terms. Council enacts ordinances and resolutions relating to tax levies, appropriates and borrows money, and authorizes bids for materials and services and other municipal purposes.

The finance director, elected by the voters for a four-year term is the chief accountant of the municipal government and is responsible for all accounting functions and responsibilities per the charter of the City. The finance director is custodian of all public funds collected by the City and invests and disburses those funds. All contracts and agreements or obligations receiving or disbursing City moneys are all certified by the finance director before being entered into.

The law director, a practicing attorney-at-law is elected by the voters for a four-year term and is the chief legal representative and adviser for the City. The law director prepares all contracts bonds and other legal instruments as well as endorses each with his approval. The law director also acts as the prosecuting attorney for the City's municipal court system.

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

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

## CITY OF SHELBY, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2007

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

##### A. Reporting Entity

For financial reporting purposes, the City's basic financial statements include all funds, agencies, boards, commissions, and departments for which the City is financially accountable. Financial accountability, as defined by the GASB, exists if the City appoints a voting majority of an organization's governing board and is either able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific burdens on, the City. The City may also be financially accountable for governmental organizations with a separately elected governing board, a governing board appointed by another government, or a jointly appointed board that is fiscally dependent on the City. The City also took into consideration other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's basic financial statements to be misleading or incomplete. Based upon the foregoing criteria, the City has no component units, but is a member of one insurance purchasing pool which is described in Note 13.

The primary government of the City consists of all funds, agencies, departments and offices that are not legally separate from the City. The primary government includes the City departments and agencies that provide the following services: police protection, fire fighting and prevention, street maintenance and repairs, building inspection, parks and recreation, sewer, water and electric.

The following organization is described due to its relationship with the City:

##### *JOINT VENTURE WITH EQUITY INTEREST*

The City of Shelby is a non-financing participant and an owner participant with an ownership percentage of 1.89% and shares participation with thirty-five other subdivisions within the State of Ohio in the Ohio Municipal Electric Generation Agency (OMEGA JV2). Owner participants own undivided interests, as tenants in common, in the OMEGA JV2 Project in the amount of their respective project shares. Purchaser participants agree to purchase the output associated with their respective project shares, ownership of which is held in trust for such purchaser participants.

Pursuant to the OMEGA JV2 Agreement, the participants jointly undertook as either financing participants or non-financing participants and as either owner participants or purchaser participants, the acquisition, construction, and equipping of OMEGA JV2, including such portions of OMEGA JV2 as have been acquired, constructed or equipped by AMP-Ohio and to pay or incur the costs of the same in accordance with the JV2 agreement.

OMEGA JV2 was created to provide additional sources of reliable, reasonably priced electric power and energy when prices are high or during times of generation shortages or transmission constraints, and to improve the reliability and economic status of the participants' respective municipal electric utility systems. The project consists of 138.65 MW of distributed generation of which 134.081MW is the participants' entitlement and 4.569MW are held in reserve. On dissolution of OMEGA JV2, the net assets will be shared by the participants on a percentage of ownership basis. OMEGA JV2 is managed by AMP-Ohio, which acts as the joint venture's agent. During 2001, AMP-Ohio issued \$50,260,000 of 20 year fixed rate bonds on behalf of the financing participants of OMEGA JV2. The net proceeds of the bond issue of \$45,904,712 were contributed to OMEGA JV2. The City's net investment and its share of operating results of OMEGA JV2 are reported as \$744,269 at December 31, 2007. Complete financial statements for OMEGA JV2 may be obtained from AMP-Ohio or from the State Auditor's website at [www.auditor.state.oh.us](http://www.auditor.state.oh.us).

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

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

The thirty-six participating subdivisions and their respective ownership shares at December 31, 2007 are:

Municipality	Percent Ownership	Kw Entitlement	Municipality	Percent Ownership	Kw Entitlement
Hamilton	23.87%	32,000	Grafton	0.79%	1,056
Bowling Green	14.32%	19,198	Brewster	0.75%	1,000
Niles	11.49%	15,400	Monroeville	0.57%	764
Cuyahoga Falls	7.46%	10,000	Milan	0.55%	737
Wadsworth	5.81%	7,784	Oak Harbor	0.55%	737
Painesville	5.22%	7,000	Elmore	0.27%	364
Dover	5.22%	7,000	Jackson Center	0.22%	300
Galion	4.29%	5,753	Napoleon	0.20%	264
Amherst	3.73%	5,000	Lodi	0.16%	218
St. Mary's	2.98%	4,000	Genoa	0.15%	199
Montpelier	2.98%	4,000	Pemberville	0.15%	197
Shelby	1.89%	2,536	Lucas	0.12%	161
Versailles	1.24%	1,660	South Vienna	0.09%	123
Edgerton	1.09%	1,460	Bradner	0.09%	119
Yellow Springs	1.05%	1,408	Woodville	0.06%	81
Oberlin	0.91%	1,217	Haskins	0.05%	73
Pioneer	0.86%	1,158	Arcanum	0.03%	44
Seville	0.79%	1,066	Custar	0.00%	4
	<u>95.20%</u>	<u>127,640</u>		<u>4.80%</u>	<u>6,441</u>
			Grand Total	<u>100.00%</u>	<u>134,081</u>

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

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

**Government-wide Financial Statements** - The statement of net assets and the statement of activities display information about the City as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The activity of the internal service fund is eliminated to avoid "doubling up" revenues and expenses. The statements distinguish between those activities of the City that are governmental and those that are considered business-type activities.

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

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

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

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

**C. Fund Accounting**

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

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

General Fund - The general fund accounts for all financial resources except those required to be accounted for in another fund.

Other governmental funds of the City are used to account for (a) the accumulation of resources for, and payment of, general long-term debt principal, interest and related costs; (b) financial resources to be used for the acquisition, construction, or improvement of capital facilities other than those financed by proprietary funds; and (c) for grants and other resources whose use is restricted to a particular purpose.

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

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

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

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

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

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

Electric Fund - This fund accounts for the operations providing electric services to the residents and commercial users located within the City.

Internal Service Fund - Internal service funds account for the financing of services provided by one department or agency to other departments or agencies of the City on a cost-reimbursement basis. The City's internal service fund reports on a self-insurance program for employee medical benefits.

**Fiduciary Funds** - Fiduciary fund reporting focuses on net assets and changes in net assets. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private-purpose trust funds and agency funds. Trust funds are used to account for assets held by the City under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the City's own programs. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The City's only fiduciary funds are agency funds. The City's agency funds account for customer deposits and municipal court. The customer deposit fund is deposits made by utility customers which are refunded if customers have fulfilled their obligations when they cancel their account. The municipal court fund represents cash that is collected by the City's municipal court and disbursed to government agencies, including the City.

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

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

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

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

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

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

**E. Basis of Accounting**

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

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

Nonexchange transactions, in which the City receives value without directly giving equal value in return, include income taxes, property taxes, grants, entitlements and donations. On an accrual basis, revenue from income taxes is recognized in the period in which the income is earned (see Note 7). Revenue from property taxes is recognized in the year for which the taxes are levied (see Note 6). Revenue from grants, entitlements and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the City must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the City on a reimbursement basis. On a modified accrual basis, revenue from nonexchange transactions must also be available before it can be recognized.

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

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

Property taxes for which there is an enforceable legal claim as of December 31, 2007, but which were levied to finance year 2008 operations, and other revenues received in advance of the fiscal year for which they were intended to finance, have been recorded as unearned revenue. Income taxes and special assessments not received within the available period, grants and entitlements received before the eligibility requirements are met, and delinquent property taxes due at December 31, 2007, are recorded as deferred revenue.

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

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



**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

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

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

**F. Budgetary Data**

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources and the appropriations resolution, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriations ordinance are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. The legal level of budgetary control is at the item level within each fund. Budgetary modifications may only be made by resolution of the City Council at the legal level of control.

***Tax Budget*** - During the first Council meeting in July, the Mayor presents the following fiscal year's annual operating budget to City Council for consideration and passage. The adopted budget is submitted to the County Auditor, as Secretary of the County Budget Commission, by July 20 of each year, for the period January 1 to December 31 of the following year.

***Estimated Resources*** - The County Budget Commission determines if the budget substantiates a need to levy all or part of previously authorized taxes and reviews estimated revenue. The Commission certifies its actions to the City by September 1. As part of this certification, the City receives the official certificate of estimated resources, which states the projected revenue of each fund. Prior to December 31, the City must revise its budget so that the total contemplated expenditures from any fund during the ensuing fiscal year will not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriations measure. On or about January 1, the certificate of estimated resources is amended to include unencumbered cash balances at December 31 of the preceding year. The certificate may be further amended during the year if the Finance Director determines, and the Budget Commission agrees, that estimates need to be either increased or decreased. The amounts reported on the budgetary statement reflect the amounts in the original and final amended official certificate of estimated resources issued during 2007.

***Appropriations*** - A temporary appropriation ordinance to control expenditures may be passed on or about January 1 of each year for the period January 1 to March 31. An annual appropriation ordinance must be passed by April 1 of each year for the period January 1 to December 31. The appropriation ordinance fixes spending authority at the item level. The appropriation ordinance may be amended during the year as new information becomes available, provided that total fund appropriations do not exceed current estimated resources, as certified. The appropriations at the legal level of control may only be modified during the year by an ordinance of Council. The amounts on the budgetary statement reflect the original and final appropriation amounts, including all amendments and modifications legally enacted by Council.

## CITY OF SHELBY, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2007

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

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

#### **G. Health Care**

The Comprehensive Omnibus Budget Reconciliation Act (COBRA) of 1986 required the City to offer and provide terminated or retired employees continued participation in the City's employee health care benefits program, provided that the employees pay the rate established by the plan administrator. The City incurred no expenditures or revenues in providing these services. The participating former employees make premium payments directly to the City's insurance provider and the provider is responsible for all claims.

#### **H. Cash and Cash Equivalents**

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

During fiscal year 2007, investments were limited to nonnegotiable certificates of deposit. Nonparticipating investment contracts, such as nonnegotiable certificates of deposit, are reported at cost.

Following Ohio statutes, the Council has, by resolution, specified the funds to receive an allocation of interest earnings. During fiscal 2007, interest revenue credited to the general fund amounted to \$424,973 which includes \$382,663 assigned from other City funds.

The City has segregated bank accounts for monies held separate from the City's central bank account. These interest bearing depository accounts are presented on the basic financial statements as "Cash in segregated accounts" since it is not required to be deposited into the City treasury. The City maintains segregated depository account for municipal court deposits and retainage escrow accounts.

The City has monies being held by AMP-Ohio which are presented on the basic financial statements as "Cash with fiscal agent".

For purposes of the statement of cash flows and for presentation on the statement of net assets/balance sheet, investments with an original maturity of three months or less and investments of the cash management pool are considered to be cash equivalents.

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

#### **I. Inventories of Materials and Supplies**

On government-wide and fund 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 are accounted for using the consumption method.

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

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

On the fund financial statements, reported material and supplies inventory is equally offset by a fund balance reserve in the governmental funds which indicates that it does not constitute available spendable resources even though it is a component of net current assets.

Inventory consists of expendable supplies held for consumption.

**J. Capital Assets**

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

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The City maintains a capitalization threshold of \$1,000. The City's infrastructure consists of bridges, culverts, curbs, sidewalks, storm sewers, streets, irrigation systems, electric distribution systems, and water and sewer lines. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not. Interest incurred during the construction of capital assets is also capitalized.

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

<u>Description</u>	<u>Governmental Activities Estimated Lives</u>	<u>Business-Type Activities Estimated Lives</u>
Land improvements	20 years	20 years
Buildings and improvements	30 - 50 years	30 - 50 years
Furniture, fixtures and equipment	5 - 30 years	5 - 30 years
Vehicles	6 - 8 years	6 - 8 years
Infrastructure	10 - 65 years	10 - 65 years

**K. Compensated Absences**

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

**CITY OF SHELBY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007**

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

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

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

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

For governmental funds, the current portion of unpaid compensated absences is the amount that is normally expected to be paid using expendable available financial resources. These amounts are recorded in the account "compensated absences payable" in the fund from which the employees who have accumulated leave are paid. The noncurrent portion of the liability is not reported in the governmental funds; however, they are reported in the government-wide financial statements. In proprietary funds, the entire amount of compensated absences is reported as a fund liability.

**L. Prepayments**

Payments made to vendors for services that will benefit beyond December 31, 2007, are recorded as prepaid items using the consumption method by recording a current asset for the prepaid amount and reflecting the expenditures/expense in the year in which it was consumed.

**M. Accrued Liabilities and Long-Term Obligations**

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

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

**CITY OF SHELBY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007**

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

**N. Interfund Balances**

On fund financial statements, receivables and payables resulting from short-term interfund loans are classified as “interfund receivables/payables.” On fund financial statements, long-term interfund loans are classified as “advances to/from other funds” on the financial statements and are equally offset by a fund balance reserve account which indicates that they do not constitute available expendable resources. These amounts are eliminated in the governmental and business-type activities columns of the statement of net assets, except for any net residual amounts due between governmental and business-type activities, which are presented as internal balances. The City had no short-term or long-term interfund balances at year-end. The internal balances between the governmental activities and the business-type activities reported on the statement of net assets results from the consolidation of the internal service fund with governmental activities for reporting on the government-wide financial statements.

**O. Interfund Activity**

Transfers between governmental and business-type activities on the government-wide statements are reported in the same manner as general revenues.

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without 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 basic financial statements.

**P. Fund Balance Reserves**

Reserved fund balances indicate that portion of fund equity which is not available for current appropriation or use. The unreserved portions of fund equity reflected in the governmental funds are available for use within the specific purposes of the funds.

The City reports amounts representing encumbrances outstanding, prepayments, materials and supplies inventory and debt service as reservations of fund balance in the governmental fund financial statements.

**Q. Estimates**

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

**R. Contributed Capital**

Contributions of capital in proprietary fund financial statements arise from outside contributions of capital assets, tap-in fees to the extent they exceed the cost of the connection to the system, or from grants or outside contributions of resources restricted to capital acquisition and construction. Capital contributions are reported as revenue in the proprietary fund financial statements.

**CITY OF SHELBY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007**

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

**S. Net Assets**

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

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

**T. Operating Revenues and Expenses**

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 water, sewer and electric programs. Operating expenses are necessary costs incurred to provide the good or service that is the primary activity of the fund.

**U. 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 Administration and that are either unusual in nature or infrequent in occurrence. During fiscal year 2007, the City experienced an extraordinary item for insurance proceeds relating to flood damage to the police department and municipal court building. The City reported a net gain of \$160,651 in the statement of activities, related to insurance covering damages caused by the flood. There were no special items during 2007.

**NOTE 3 - CHANGE IN ACCOUNTING PRINCIPLES**

For 2007, the City has implemented GASB Statement No. 48 "Sales and Pledges of Receivables and Future Revenues and Intra-Entity Transfers of Assets and Future Revenues". GASB Statement No. 48 established criteria to ascertain whether certain transactions should be regarded as sales or as collateralized borrowings, as well as disclosure requirements for future revenues that are pledged and sold. The implementation of GASB Statement No. 48 did not have an effect on the financial statements of the City.

**NOTE 4 - DEPOSITS AND INVESTMENTS**

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

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

## CITY OF SHELBY, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2007

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

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

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

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

1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in items (1) or (2) above and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
6. The State Treasurer's investment pool State Treasury Asset Reserve of Ohio (STAR Ohio);
7. Certain banker's acceptance and commercial paper notes for a period not to exceed one hundred eighty days from the purchase date in an amount not to exceed twenty-five percent of the interim monies available for investment at any one time: and,
8. Under limited circumstances, corporate debt interests rated in either of the two highest classifications by at least two nationally recognized rating agencies.

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

**CITY OF SHELBY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007**

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

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

**A. Cash with Fiscal Agent**

At December 31, 2007, the City had \$2,118,844 on deposit with AMP-Ohio. The data regarding insurance and collateralization can be obtained from the AMP-Ohio Annual Financial Report for the year ended December 31, 2007. This amount is not included in the City's depository balance below.

**B. Cash in Segregated Accounts**

At December 31, 2007, the City had \$276,593 in segregated accounts for municipal court deposits and retainage escrow accounts. These accounts were covered by the Federal Deposit Insurance Corporation or pooled collateral held by the depository institution. This amount is not included in the City's depository balance below.

**C. Deposits with Financial Institutions**

At December 31, 2007, the carrying amount of all City deposits was \$10,952,194. Based on the criteria described in GASB Statement No. 40, "Deposits and Investment Risk Disclosures", as of December 31, 2007, \$10,981,626 of the City's bank balance of \$11,591,946 was exposed to custodial risk as discussed below, while \$610,320 was covered by the Federal Deposit Insurance Corporation.

Custodial credit risk is the risk that, in the event of bank failure, the City's deposits may not be returned. All deposits are collateralized with eligible securities in amounts equal to at least 105% of the carrying value of the deposits. Such collateral, as permitted by the Ohio Revised Code, is held in single financial institution collateral pools at Federal Reserve Banks, or at member banks of the federal reserve system, in the name of the respective depository bank and pledged as a pool of collateral against all of the public deposits it holds or as specific collateral held at the Federal Reserve Bank in the name of the City.

**D. Investments**

The City had no investments at December 31, 2007.

**E. Reconciliation of Cash and Investment to the Statement of Net Assets**

The following is a reconciliation of cash and investments as reported in the footnote above to cash and investments as reported on the statement of net assets as of December 31, 2007:



**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

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

<u>Cash and investments per footnote</u>	
Carrying amount of deposits	\$ 10,952,194
Cash with fiscal agent	2,118,844
Cash in segregated accounts	<u>276,593</u>
Total	<u>\$ 13,347,631</u>
 <u>Cash and investments per statement of net assets</u>	
Governmental activities	\$ 5,061,818
Business-type activities	8,098,852
Agency funds	<u>186,961</u>
Total	<u>\$ 13,347,631</u>

**NOTE 5 - INTERFUND TRANSACTIONS**

Interfund transfers for the year ended December 31, 2007, consisted of the following, as reported on the fund statements:

Transfers to nonmajor governmental funds from:

General fund	<u>\$ 331,925</u>
Total	<u>\$ 331,925</u>

Transfers are used to (1) move revenues from the fund that statute or budget required to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations. Transfers between governmental activities have been eliminated for reporting in the statement of activities.

**NOTE 6 - PROPERTY TAXES**

Property taxes include amounts levied against all real, public utility and tangible personal property located in the City. Taxes collected from real property taxes (other than public utility) in one calendar year are levied in the preceding calendar year on the assessed value as of January 1 of that preceding year, the lien date. Assessed values are established by the County Auditor at 35 percent of appraised market value. All property is required to be revaluated every six years. Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, the first payment is due December 31, with the remainder payable by June 20. Under certain circumstances, State statute permits later payment dates to be established.

**CITY OF SHELBY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007**

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

Public utility real and tangible personal property taxes collected in one calendar year are levied in the preceding calendar year on assessed values determined as of December 31 of the second year preceding the tax collection year, the lien date. Public utility tangible personal property is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2007 public utility property taxes became a lien December 31, 2006, are levied after October 1, 2007, and are collected in 2008 with real property taxes. Public utility property taxes are payable on the same dates as real property taxes described previously.

Tangible personal property tax revenues received in 2007 (other than public utility property) represent the collection of 2007 taxes. Tangible personal property taxes received in 2007 were levied after October 1, 2006, on the true value as of December 31, 2006. Tangible personal property tax is being phased out - the assessment percentage for property, including inventory, is 12.5% for 2007. This percentage will be reduced to 6.25% for 2008 and zero for 2009. Amounts paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semiannually. If paid annually, the first payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by September 20.

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 and 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 2007-2010, the City will be fully reimbursed for the lost revenue. In calendar years 2011-2017, the reimbursements will be phased out.

The County Treasurer collects property taxes on behalf of all taxing districts in the county, including the City. The County Auditor periodically remits to the City its portion of the taxes collected. Accrued property taxes receivable represent real and tangible personal property taxes, public utility taxes and outstanding delinquencies which are measurable as of December 31, 2007 and for which there is an enforceable legal claim. Although total property tax collections for the next year are measurable, amounts to be received during the available period are not subject to reasonable estimation at December 31, nor were they levied to finance 2007 operations. The receivable is therefore offset by unearned revenue.

The full tax rate applied to real property and tangible personal property for the fiscal year ended December 31, 2007 was \$5.60 per \$1,000 of assessed valuation.

Real property owners' tax bills are further reduced by homestead and rollback deductions, when applicable. The amount of these homestead and rollback reductions is reimbursed to the City by the State of Ohio.

The assessed values upon which the 2007 taxes were collected are as follows:

Real property	\$ 136,404,500
Public utility property	817,150
Tangible personal property	<u>11,616,569</u>
Total assessed valuation	<u>\$ 148,838,219</u>

**CITY OF SHELBY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007**

**NOTE 7 - LOCAL INCOME TAX**

The City levies a municipal income tax of 1.25% on all salaries, wages, commissions and other compensation, and net profits earned within the City as well as incomes of residents earned outside of the City. In the latter case, the City allows a credit of 100% of the tax paid to another municipality to a maximum of the total amount assessed. Employers within the City are required to withhold income tax on employee compensation and remit the tax to the City either monthly or quarterly. Corporations are required to pay their estimated tax quarterly and file a declaration annually. Income tax proceeds are recorded by the City as determined by the City ordinance.

**NOTE 8 - RECEIVABLES**

Receivables at December 31, 2007, consisted of taxes, accounts (billings for user charged services), special assessments, accrued interest and intergovernmental receivables arising from grants, entitlements, and shared revenue. All intergovernmental receivables have been classified as "Due from other governments" on the basic financial statements. Receivables have been recorded to the extent that they are both measurable and available at December 31, 2007, as well as intended to finance fiscal 2007 operations. A summary of the items of receivables reported on the statement of net assets follows:

**Governmental Activities:**

Income taxes	\$ 609,389
Real and other taxes	909,004
Special assessments	1,994
Accrued interest	92,766
Due from other governments	2,163,520

**Business-Type Activities:**

Accounts	1,700,539
Accrued interest	97,109
Due from other governments	6,972

Receivables have been disaggregated on the face of the basic financial statements. All receivables, except for special assessments which are collected over the life of the assessment, are expected to be collected within the subsequent year.

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

**NOTE 9 - CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2007 is as follows:

	<u>Balance</u> <u>12/31/06</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance</u> <u>12/31/07</u>
<b>Governmental Activities:</b>				
<i>Capital assets, not being depreciated:</i>				
Land	\$ 206,050	\$ -	\$ -	\$ 206,050
Construction in progress	<u>-</u>	<u>65,892</u>	<u>-</u>	<u>65,892</u>
Total capital assets, not being depreciated	<u>206,050</u>	<u>65,892</u>	<u>-</u>	<u>271,942</u>
<i>Capital assets, being depreciated:</i>				
Land improvements	761,358	24,811	-	786,169
Buildings and improvements	1,454,753	1,044,238	(16,710)	2,482,281
Furniture, fixtures and equipment	1,493,814	117,706	(54,547)	1,556,973
Vehicles	1,408,052	21,123	(68,000)	1,361,175
Infrastructure	<u>17,354,460</u>	<u>75,100</u>	<u>-</u>	<u>17,429,560</u>
Total capital assets, being depreciated	<u>22,472,437</u>	<u>1,282,978</u>	<u>(139,257)</u>	<u>23,616,158</u>
<i>Less: accumulated depreciation:</i>				
Land improvements	(473,778)	(39,491)	-	(513,269)
Buildings and improvements	(809,849)	(66,123)	13,382	(862,590)
Furniture, fixtures and equipment	(827,014)	(125,620)	40,525	(912,109)
Vehicles	(1,134,096)	(88,375)	61,200	(1,161,271)
Infrastructure	<u>(4,749,650)</u>	<u>(442,070)</u>	<u>-</u>	<u>(5,191,720)</u>
Total accumulated depreciation	<u>(7,994,387)</u>	<u>(761,679)</u>	<u>115,107</u>	<u>(8,640,959)</u>
Total capital assets, being depreciated, net	<u>14,478,050</u>	<u>521,299</u>	<u>(24,150)</u>	<u>14,975,199</u>
Governmental activities capital assets, net	<u>\$ 14,684,100</u>	<u>\$ 587,191</u>	<u>\$ (24,150)</u>	<u>\$ 15,247,141</u>

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

**NOTE 9 - CAPITAL ASSETS - (Continued)**

	<u>Balance</u> <u>12/31/06</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance</u> <u>12/31/07</u>
<b>Business-Type Activities:</b>				
<i>Capital assets, not being depreciated:</i>				
Land	\$ 233,440	\$ -	\$ -	\$ 233,440
Construction in progress	<u>3,911,291</u>	<u>2,069,276</u>	<u>(1,429,257)</u>	<u>4,551,310</u>
Total capital assets, not being depreciated	<u>4,144,731</u>	<u>2,069,276</u>	<u>(1,429,257)</u>	<u>4,784,750</u>
<i>Capital assets, being depreciated:</i>				
Land improvements	1,509,594	473,192	-	1,982,786
Buildings and improvements	11,515,387	42,525	-	11,557,912
Furniture, fixtures and equipment	26,424,991	138,610	-	26,563,601
Vehicles	1,306,392	-	-	1,306,392
Infrastructure	<u>11,592,873</u>	<u>2,564,568</u>	<u>-</u>	<u>14,157,441</u>
Total capital assets, being depreciated	<u>52,349,237</u>	<u>3,218,895</u>	<u>-</u>	<u>55,568,132</u>
<i>Less: accumulated depreciation:</i>				
Land improvements	(284,342)	(80,950)	-	(365,292)
Buildings and improvements	(4,284,751)	(257,113)	-	(4,541,864)
Furniture, fixtures and equipment	(21,042,516)	(534,827)	-	(21,577,343)
Vehicles	(1,057,285)	(46,789)	-	(1,104,074)
Infrastructure	<u>(5,148,097)</u>	<u>(296,888)</u>	<u>-</u>	<u>(5,444,985)</u>
Total accumulated depreciation	<u>(31,816,991)</u>	<u>(1,216,567)</u>	<u>-</u>	<u>(33,033,558)</u>
Total capital assets, being depreciated, net	<u>20,532,246</u>	<u>2,002,328</u>	<u>-</u>	<u>22,534,574</u>
Business-type activities capital assets, net	<u>\$ 24,676,977</u>	<u>\$ 4,071,604</u>	<u>\$ (1,429,257)</u>	<u>\$ 27,319,324</u>

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

**NOTE 9 - CAPITAL ASSETS - (Continued)**

Depreciation expense was charged to functions/programs of the governmental activities and funds of the business-type activities as follows:

**Governmental activities:**

General government	\$ 36,691
Security of persons and property	117,235
Public health and welfare	1,107
Transportation	533,427
Community environment	60,618
Leisure time activity	<u>12,601</u>

Total depreciation expense - governmental activities \$ 761,679

**Business-type activities:**

Sewer	\$ 328,839
Water	318,937
Electric	<u>568,791</u>

Total depreciation expense - business-type activities \$ 1,216,567

**NOTE 10 - COMPENSATED ABSENCES**

Employees earn vacation and sick leave at different rates which are affected by length of service. Vacation can be carried over at different rates depending on the department. Service and office employees may carry over 80 hours while the police may carry over 40 hours for use in the following year. Sick leave accrual is continuous, without limit.

Upon retirement, an employee can be paid for his/her accumulated hours of sick leave up to 720 hours, except for eligible fire department employees, who can be paid for his/her accumulated hours up to 2,160 hours. Upon retirement, termination, or death of the employee, vacation is paid for the total time accumulated for the employee.

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

**NOTE 11 - LONG-TERM OBLIGATIONS**

A. The following activity occurred in the City's long-term obligations during 2007:

	Interest	Balance			Balance	Amounts
	Rate	Outstanding	Additions	Reductions	Outstanding	Due in
		12/31/06			12/31/07	One Year
<b>Governmental Activities:</b>						
<u>Special Assessment Bonds Payable:</u>						
Street Improvement - Route 39	3.10%	\$ 50,712	\$ -	\$ (25,356)	\$ 25,356	\$ 25,356
Street Improvement - Fox Run 6	2.36%	53,988	-	(13,497)	40,491	13,497
Street Improvement Bond - Street Paving	4.25%	-	650,000	-	650,000	119,410
Total Bonds Payable		<u>104,700</u>	<u>650,000</u>	<u>(38,853)</u>	<u>715,847</u>	<u>158,263</u>
<u>OPWC Loans Payable:</u>						
Wareham Road	0.00%	<u>162,450</u>	-	<u>(16,245)</u>	<u>146,205</u>	<u>16,245</u>
<u>Bond Anticipation Notes:</u>						
Street Improvement - Fox Run 7	4.77%	-	239,838	-	239,838	239,838
<u>Other Long-Term Obligations:</u>						
Compensated Absences		<u>344,929</u>	<u>71,378</u>	<u>(75,739)</u>	<u>340,568</u>	<u>73,076</u>
Total Governmental Activities		<u>\$ 612,079</u>	<u>\$ 961,216</u>	<u>\$ (130,837)</u>	<u>\$ 1,442,458</u>	<u>\$ 487,422</u>
<b>Business-Type Activities:</b>						
<u>OPWC Loan Payable:</u>						
Wastewater Treatment Plant Expansion	0.00%	\$ <u>285,714</u>	\$ -	\$ <u>(57,143)</u>	\$ <u>228,571</u>	\$ <u>57,143</u>
<u>OWDA Loans Payable:</u>						
EQ Basin	1.00%	1,277,679	167,931	(96,102)	1,349,508	96,582
WTP Upgrade	2.75%	<u>2,999,528</u>	<u>384,931</u>	<u>(261,147)</u>	<u>3,123,312</u>	<u>133,273</u>
Total OWDA Loans Payable		<u>4,277,207</u>	<u>552,862</u>	<u>(357,249)</u>	<u>4,472,820</u>	<u>229,855</u>
<u>Other Long-Term Liabilities:</u>						
Compensated Absences		<u>331,645</u>	<u>76,285</u>	<u>(84,453)</u>	<u>323,477</u>	<u>69,300</u>
Total Business-Type Activities		<u>\$ 4,894,566</u>	<u>\$ 629,147</u>	<u>\$ (498,845)</u>	<u>\$ 5,024,868</u>	<u>\$ 356,298</u>

Special Assessment Bonds: Special assessment bonds are payable from the proceeds of assessments levied against the specific property owners who primarily benefited from the project. Special assessment monies will be received in the debt service fund and the debt will also be retired from this fund. In the event that property owners fail to make their special assessment payments, the City is responsible for providing the resources to meet the annual principal and interest payments.

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

**NOTE 11 - LONG-TERM OBLIGATIONS - (Continued)**

Street Improvement Bond - Route 39: The street improvements bonds were issued on September 5, 2003, for the purpose of financing the cost of water and sewer improvements along State Route 39 under authority of the Ohio Revised Code. The bond proceeds and capital outlay expenditures have been recorded in the special assessment capital projects fund. Additions to water and sewer infrastructure are recorded in the water and sewer enterprise funds as capital contributions.

Street Improvement Bond - Fox Run 6: The street improvements bonds were issued on August 17, 2005, for the purpose of financing the cost of water and sewer improvements in the Fox Run 6 area under authority of the Ohio Revised Code. The bond proceeds and capital outlay expenditures have been recorded in the special assessment capital projects fund. Additions to water and sewer infrastructure are recorded in the water and sewer enterprise funds as capital contributions.

Street Improvement Bond - Street Paving: The street improvement bonds were issued on July 27, 2007 for the purpose of financing the cost of street improvements under authority of the Ohio Revised Code. The bond proceeds and capital outlay expenditures have been recorded in the special assessment capital projects fund. Additions to water and sewer infrastructure are recorded in the water and sewer enterprise funds as capital contributions.

OPWC Loans Payable: The City has entered into debt financing arrangements through the Ohio Public Works Commission (OPWC) to fund construction projects. These loans are retired through the general bond retirement debt service fund and the sewer fund. The OPWC notes are interest free.

Bond Anticipation Notes: On August 13, 2007 the City issued a \$239,838 bond anticipation note bearing a 4.77% interest rate. This note matured on May 13, 2008. In accordance with FASB Statement No. 6, "Classification of Short-Term Obligations Expected to Be Refinanced", the note is considered a long-term obligation since it was refinanced on a long-term basis prior to the issuance of the financial statements (see Note 19).

OWDA Loans Payable: The City has entered into debt financing arrangements through the OWDA to fund construction projects. The amounts due to the OWDA are payable primarily from water and sewer revenues. The loan agreements function similar to a line-of-credit agreement. The loan agreements require semi-annual payments based on the permissible borrowings rather than the actual amount loaned. These payments are reflected in the future maturities of principal and interest table and are subject to revision if the total amount is not drawn down. The EQ Basin and Water Treatment Plant Upgrade projects financed through OWDA loans are not closed out as of December 31, 2007. Future annual debt service principal and interest requirements for these loans, which have balances at December 31, 2007 of \$1,349,508 and \$3,123,312, are not available.

Compensated Absences: Compensated absences will be paid from the fund from which the employee is paid. The City will pay compensated absences from the general fund, street maintenance and repair fund, income tax fund, health fund, park/pool fund, sewer fund, water fund and electric fund.



**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

**NOTE 11 - LONG-TERM OBLIGATIONS - (Continued)**

**B.** Principal and interest requirements to retire governmental long-term obligations outstanding at December 31, 2007, are as follows:

<u>Year Ended</u>	<u>Street Improvement Bond</u>			<u>OPWC Loan</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008	\$ 158,263	\$ 30,051	\$ 188,314	\$ 16,245	\$ -	\$ 16,245
2009	137,981	23,643	161,624	16,245	-	16,245
2010	143,272	17,806	161,078	16,245	-	16,245
2011	135,291	11,744	147,035	16,245	-	16,245
2012	141,040	5,994	147,034	16,245	-	16,245
2013 - 2016	-	-	-	64,980	-	64,980
Total	<u>\$ 715,847</u>	<u>\$ 89,238</u>	<u>\$ 805,085</u>	<u>\$ 146,205</u>	<u>\$ -</u>	<u>\$ 146,205</u>

Principal and interest requirements to retire business-type long-term obligations outstanding at December 31, 2007, are as follows:

<u>Year Ended</u>	<u>OPWC Loans</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2008	\$ 57,143	\$ -	\$ 57,143
2009	57,143	-	57,143
2010	57,143	-	57,143
2011	57,142	-	57,142
Total	<u>\$ 228,571</u>	<u>\$ -</u>	<u>\$ 228,571</u>

**C. Legal Debt Margin**

The Ohio Revised Code provides that the net debt of a municipal corporation, whether or not approved by the electors, shall not exceed 10.5% of the total value of all property in the municipal corporation as listed and assessed for taxation. In addition, the unvoted net debt of municipal corporations cannot exceed 5.5% of the total taxation value of property. The assessed valuation used in determining the City's legal debt margin has been modified by House Bill 530 which became effective March 30, 2006. In accordance with House Bill 530, the assessed valuation used in calculating the City's legal debt margin calculation excludes tangible personal property used in business, telephone or telegraph property, interexchange telecommunications company property, and personal property owned or leased by a railroad company and used in railroad operations. The statutory limitations on debt are measured by a direct ratio of net debt to tax valuation and expressed in terms of a percentage. At December 31, 2007, the City's total debt margin was \$15,292,791 and the unvoted debt margin was \$8,437,149.

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

**NOTE 12 - NOTES PAYABLE**

The City had the following general obligation note activity during fiscal year 2007 for electric enterprise fund. These notes are reported as a liability in the electric enterprise fund.

	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Balance Outstanding 12/31/06</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance Outstanding 12/31/07</u>
Electric System						
Improvements - 5.00%	11/17/05	11/16/07	\$ 4,000,000	\$ -	\$ (4,000,000)	\$ -
Electric System						
Improvements - 5.00%	11/17/06	11/16/07	2,190,000	-	(2,190,000)	-
Electric System						
Improvements - 3.45%	11/17/07	11/16/08	-	5,865,000	-	5,865,000
<b>Total</b>			<u>\$ 6,190,000</u>	<u>\$ 5,865,000</u>	<u>\$ (6,190,000)</u>	<u>\$ 5,865,000</u>

During 2007, the City received \$1,881,156 in distributions from AMP-Ohio on the 2005 note issue. A balance of \$2,118,844 remains on deposit with AMP-Ohio and is presented as "Cash with fiscal agent" in the basic financial statements.

**NOTE 13 - 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 2007, the City was part of the Ohio Municipal League (OML) Joint Self-Insurance Pool, an insurance purchasing pool. In addition, the City contracted with other insurance carriers for various types of coverage. The City has transferred the risk of loss to the insurance carriers to the extent of the coverage limits.

A summary of the City's insurance coverage at December 31, 2007, follows:

<u>Company</u>	<u>Type of Coverage</u>	<u>Deductible</u>
EMC Insurance Co.	Property	\$1,000
	General Liability	1,000
	Inland Marine	1,000
	Errors and Omission	1,000
	Law Enforcement	5,000
	Excess Liability	1,000
Shelby Mutual Insurance Company	Public Employee	
	Dishonest Bond	1,000
	Finance	5,000
EMC Insurance Co.	Automobile	1,000 Comprehensive
		1,000 Collision
EMC Insurance Co.	Steam Boiler	5,000 Water Plant
		1,000 All Other

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

**NOTE 13 - RISK MANAGEMENT - (Continued)**

The City has elected to provide a comprehensive medical benefits package through a self-insured program providing either Fee for Service (FFS) or Preferred Provider Organizations (PPO) programs to the employees through a self-insured package. The City maintains a self-insured internal service fund to account for the finances of its uninsured risks of loss in this program. A third party administrator, Benefit Services, Inc., located in Akron, Ohio, reviews all claims for the plan which are then paid by the City. The total monthly premium paid into the internal service fund for the FFS plan is \$581.00 for single coverage and \$1,400.00 for family coverage and for the PPO plan is \$440.00 for single coverage and \$1,050.00 for family coverage. The employee’s share for the FFS plan is \$15.50 for single coverage and \$40.00 per month for family coverage.

The claims liability of \$228,784 reported in the hospitalization internal service fund at December 31, 2007, is based on the requirements of GASB Statement No. 10, “Accounting and Financial Reporting for Risk Financing and Related Insurance Issues”, as amended by GASB Statement No. 30 “Risk Financing Omnibus”, which requires that a liability for claims be reported at the estimated ultimate cost of settling the claims if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated. Changes in the fund’s claims liability amounts for the years ended December 31, 2007 and 2006 were as follows:

<u>Fiscal Year</u>	<u>Beginning of Fiscal Year</u>	<u>Claims</u>	<u>Payments</u>	<u>End of Fiscal Year</u>
2007	\$ 206,538	\$ 1,057,081	\$ (1,034,835)	\$ 228,784
2006	179,004	1,021,589	(994,055)	206,538

Settled claims have not exceeded this commercial coverage in any of the past three years. There has been no significant reduction in the amount of insurance coverage from fiscal year 2006.

**NOTE 14 - PENSION PLANS**

**A. Ohio Public Employees Retirement System**

The City participates in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The Traditional Pension Plan is a cost-sharing, multiple-employer defined benefit pension plan. The Member-Directed Plan is a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20% per year). Under the Member-Directed Plan, members accumulate retirement assets equal to the value of the member and (vested) employer contributions plus any investment earnings. The Combined Plan is a cost-sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and a defined contribution plan. Under the Combined Plan, employer contributions are invested by the retirement system to provide a formula retirement benefit similar to the Traditional Pension Plan benefit. Member contributions, whose investment is self-directed by the member, accumulate retirement assets in a manner similar to the Member-Directed Plan.

**CITY OF SHELBY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007**

**NOTE 14 - PENSION PLANS - (Continued)**

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

For the year ended December 31, 2007, the members of all three plans, except those in law enforcement under the Traditional Pension Plan, were required to contribute 9.5% of their annual covered salaries. Members participating in the Traditional Pension Plan that were in law enforcement contributed 10.1% of their annual covered salary. The City's contribution rate for pension benefits for 2007 was 8.85% for the period January 1, 2007 through June 30, 2007 and 7.85% for the period July 1, 2007 through December 31, 2007, except for those plan members in law enforcement and public safety. For those classifications, the City's pension contributions were 12.17% of covered payroll for the period January 1, 2007 through June 30, 2007 and 11.17% of covered payroll for the period July 1, 2007 through December 31, 2007. The Ohio Revised Code provides statutory authority for member and employer contributions. The City's required contributions to the Traditional Pension and Combined Plans for the years ended December 31, 2007, 2006, and 2005 were \$449,759, \$432,584, and \$420,313, respectively; 91.24% has been contributed for 2007 and 100% has been contributed for 2006 and 2005.

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

The City contributes to the Ohio Police and Fire Pension Fund (OP&F), a cost-sharing multiple-employer defined benefit pension plan. OP&F provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by the Ohio State Legislature and are codified in Chapter 742 of the Ohio Revised Code. OP&F issues a publicly available financial report that includes financial statements and required supplementary information for the plan. That report may be obtained by writing to the OP&F, 140 East Town Street, Columbus, Ohio 43215-5164.

Plan members are required to contribute 10.0% of their annual covered salary, while the City is required to contribute 19.5% and 24.0% for police officers and firefighters, respectively. The portion of the City's contributions to fund pension obligations was 12.75% for police officers and 17.25% for firefighters. The City's required contributions to OP&F for police officers and firefighters were \$165,462 and \$161,768, respectively for the year ended December 31, 2007, \$159,209 and \$154,137 for the year ended December 31, 2006, and \$152,593 and \$147,291 for the year ended December 31, 2005. The full amount has been contributed for 2006 and 2005. 73.15% for police officers and 72.01% for firefighters has been contributed for 2007 with the remainder being reported as a liability in the respective funds.

**CITY OF SHELBY, OHIO**

NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007

**NOTE 15 - POST-EMPLOYMENT BENEFIT PLANS**

**A. Ohio Public Employees Retirement System**

The Ohio Public Employees Retirement System (OPERS) provides post-employment health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit with either the Traditional Pension or Combined Plans. Health care coverage for disability recipients and primary survivor recipients is available. Members of the Member-Directed Plan do not qualify for post-employment health care coverage. The health care coverage provided by OPERS is considered an Other Post-employment Benefit as described in GASB Statement No. 12, "Disclosure of Information on Post-employment Benefits other than Pension Benefits by State and Local Government Employers". A portion of each employer's contribution to the Traditional Pension or Combined Plans is set aside for the funding of post-employment health care based on authority granted by State statute. The 2007 local government employer contribution rate was 13.85% of covered payroll (17.17% for public safety and law enforcement); 5.00% of covered payroll was the portion that was used to fund health care for the period January 1, 2007 through June 30, 2007 and 6.00% of covered payroll was the portion that was used to fund health care for the period July 1, 2007 through December 31, 2007.

Benefits are advance-funded using the entry age actuarial cost method. Significant actuarial assumptions, based on OPERS's latest actuarial review performed as of December 31, 2006, include a rate of return on investments of 6.50%, an annual increase in active employee total payroll of 4.00% compounded annually (assuming no change in the number of active employees) and an additional increase in total payroll of between .50% and 6.30% based on additional annual pay increases. Health care premiums were assumed to increase at the projected wage inflation rate (4.00%) plus an additional factor ranging from .50% to 5.00% for the next eight years. In subsequent years, (nine and beyond) health care costs were assumed to increase at 4.00%.

All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Under this approach, assets are adjusted to reflect 25% of unrealized market appreciation or depreciation on investment assets annually, not to exceed a 12% corridor.

The number of active contributing participants in the Traditional Pension and Combined Plans was 374,979 as of December 31, 2007. The City's actual employer contributions for 2007 which were used to fund post-employment benefits were \$180,125. The actual contribution and the actuarially required contribution amounts are the same. OPERS's net assets available for payment of benefits at December 31, 2006 (the latest information available) were \$12.0 billion. At December 31, 2006 (the latest information available), the actuarially accrued liability and the unfunded actuarial accrued liability were \$30.7 billion and \$18.7 billion, respectively.

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

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

The Ohio Police and Fire Pension Fund (OP&F) provides post-employment health care coverage to any person who receives or is eligible to receive a monthly service, disability or survivor benefit check or is a spouse or eligible dependent child of such person. An eligible dependent child is any child under the age of 18 whether or not the child is attending school, or under the age of 22 if attending school full-time or on a 2/3 basis.

## CITY OF SHELBY, OHIO

### NOTES TO THE BASIC FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2007

#### NOTE 15 - POST-EMPLOYMENT BENEFIT PLANS - (Continued)

The health care coverage provided by OP&F is considered an Other Post-employment Benefit as described in GASB Statement No. 12, "Disclosure of Information on Post-employment Benefits other than Pension Benefits by State and Local Government Employers". The Ohio Revised Code provides the authority allowing the OP&F's Board of Trustees to provide health care coverage and states that health care costs paid from the funds of OP&F shall be included in the employer's contribution rate. Health care funding and accounting is on a pay-as-you-go basis. The total police employer contribution rate is 19.5% of covered payroll and the total firefighter employer contribution rate is 24% of covered payroll, of which 6.75% of covered payroll was applied to the post-employment health care program during 2007. In addition, since July 1, 1992, most retirees have been required to contribute a portion of the cost of their health care coverage through a deduction from their monthly benefit payment. Beginning in 2001, all retirees and survivors have monthly health care contributions.

The City's actual contributions for 2007 that were used to fund post-employment benefits were \$57,275 for police officers and \$45,497 for firefighters. The OP&F's total health care expense for the year ended December 31, 2006 (the latest information available) was \$120.374 million, which was net of member contributions of \$58.533 million. The number of OP&F participants eligible to receive health care benefits as of December 31, 2006 (the latest information available), was 14,120 for police officers and 10,563 for firefighters.

#### NOTE 16 - BUDGETARY BASIS OF ACCOUNTING

While the City is reporting financial position, results of operations and changes in fund balance on the basis of generally accepted accounting principles (GAAP), the budgetary basis as provided by law is based upon accounting for certain transactions on a basis of cash receipts, disbursements and encumbrances. The statement of revenues, expenditures and changes in fund balances - budget and actual (non-GAAP budgetary basis) presented for the general fund is presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and GAAP basis are as follows:

1. Revenues and other financing sources are recorded when received in cash (budget) as opposed to when susceptible to accrual (GAAP).
2. Expenditures/expenses and other financing uses are recorded when paid in cash (budget) as opposed to when the liability is incurred (GAAP).
3. Encumbrances are treated as expenditures (budget) rather than as a reservation of fund balance (GAAP).
4. Unreported cash represents amounts received but not included as revenue on the budget basis operating statements. These amounts are included as revenue on the GAAP basis operating statement.
5. Advances-in and advances-out are operating transactions (budget) as opposed to balance sheet transactions (GAAP).

**CITY OF SHELBY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007**

**NOTE 16 - BUDGETARY BASIS OF ACCOUNTING - (Continued)**

The following table summarizes the adjustments necessary to reconcile the GAAP basis statements (as reported in the fund financial statements) to the budgetary basis statements for the general fund.

**Net Change in Fund Balance**

	<u>General</u>
Budget basis	\$ 172,287
Net adjustment for revenue accruals	273,470
Net adjustment for expenditure accruals	(22,553)
Adjustment for encumbrances	<u>103,732</u>
GAAP basis	<u>\$ 526,936</u>

**NOTE 17 - CONTINGENCIES**

**A. Grants**

The City receives significant financial assistance from numerous federal and state agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material effect on any of the financial statements of the individual fund types included herein or on the overall financial position of the City at December 31, 2007.

**B. Contracts**

In the year 2001, the City entered into contracts with AMP-Ohio and is committed to provide and sell power (electricity) at a marginal profit through 2010. If the City would not be able to generate the required power, it may be forced to actually buy power at a higher cost and forced to sell it at a lesser amount.

**C. Litigation**

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

**CITY OF SHELBY, OHIO**

**NOTES TO THE BASIC FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2007**

**NOTE 18 - CONTRACTUAL COMMITMENTS**

During 2007, the City entered several construction contracts for various projects.

The following is a list of the contracts outstanding at December 31, 2007:

<u>Vendor</u>	<u>Contract Amount</u>	<u>Completed Amount</u>	<u>Outstanding 12/31/07</u>
Simonsen Construction	\$ 1,469,110	\$ (1,445,610)	\$ 23,500
Stanley Miller Construction	5,256,537	(5,047,234)	209,303
Lake Erie Electric	469,212	(427,032)	42,180
Universal Refrigeration	257,509	(240,808)	16,701
Kelstin Construction, Inc.	63,410	-	63,410
Vaughn Industries, Inc.	1,524,162	(1,263,265)	260,897
Pepco, Inc.	<u>1,659,957</u>	<u>(964,927)</u>	<u>695,030</u>
Total	<u>\$ 10,699,897</u>	<u>\$ (9,388,876)</u>	<u>\$ 1,311,021</u>

**NOTE 19 - SIGNIFICANT SUBSEQUENT EVENTS**

On June 20, 2008, the City issued \$206,472 special assessment bonds to retire a portion of the \$239,838 bond anticipation note issued on July 16, 2007 (see Note 11). These bonds bear an interest rate of 4.25% and mature on December 20, 2018.





**Julian & Grube, Inc.**  
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**Report on Internal Control Over Financial Reporting and on Compliance  
and Other Matters Based on an Audit of Financial Statements Performed  
in Accordance With *Government Auditing Standards***

Mayor and Members of Council  
City of Shelby  
43 W. Main Street  
Shelby, Ohio 44875

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 Shelby, Richland County, Ohio, as of and for the year ended December 31, 2007, which collectively comprise the City of Shelby's basic financial statements and have issued our report thereon dated July 28, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

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

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the City of Shelby's ability to initiate, authorize, record, process or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the City of Shelby's financial statements that is more than inconsequential will not be prevented or detected by the City of Shelby's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the City of Shelby's internal control.

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 significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Members of Council and Mayor  
City of Shelby

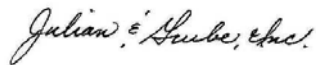
Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Shelby's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed two instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and are described in the accompanying schedule of findings and responses as items 2007-COS-001 and 2007-COS-002.

We noted a certain matter that we reported to the management of the City of Shelby in a separate letter dated July 28, 2008.

City of Shelby's responses to the findings identified in our audit are described in the accompanying schedule of findings and responses. We did not audit City of Shelby's responses and, accordingly, we express no opinion on them.

This report is intended solely for the information and use of the management and City Council of Shelby and is not intended to be and should not be used by anyone other than these specified parties.



Julian & Grube, Inc.  
July 28, 2008

**CITY OF SHELBY  
RICHLAND COUNTY, OHIO**

**SCHEDULE OF FINDINGS AND RESPONSES  
DECEMBER 31, 2007**

<b>FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS</b>	
Finding Number	2007-COS-001

Ohio Revised Code Section 5705.39 requires that the total appropriation from each fund should not exceed total estimated resources.

The City had appropriations exceeding estimated resources for the year ended December 31, 2007 in the following funds:

<u>Nonmajor Funds</u>	<u>Amount</u>
Income Tax	\$ 304,996
City Administration Building	2,654
FEMA	37,000

With appropriations exceeding estimated resources, the City may spend more funds than in the Treasury or in the process of collection and may cause fund deficits.

We recommend that the City comply with the Ohio Revised Code by keeping more accurate appropriations versus estimated resources. If it is determined that estimated resources will be greater than initially anticipated, the City should amend its official estimate in order to provide for any additional appropriations; however, appropriations should not exceed estimated resources.

*Client Response:* The City is attempting to monitor its budget more closely and to submit additional amendments for estimated resources or reduce its appropriations as necessary.

Finding Number	2007-COS-002
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Ohio Revised Code Section 5705.36 in part, requires subdivisions to request increased or reduced amended certificates of estimated resources upon determination by the Finance Director that revenue to be collected will be greater or less than the amount in the official certificate of estimated resources.

The City had appropriations exceeding estimated resources at year end. Thus, the City did not request enough amended certificates at year end upon notice of increased or decreased resources in order to equal or exceed appropriations.

The City is not properly certifying its most current estimated resources to the appropriate authorities and thus causing appropriations to exceed estimated resources.

We recommend that the City review its available resources versus its appropriations throughout the year and file amended certificates when necessary. This will facilitate the City's appropriation process.

*Client Response:* The City is attempting to monitor its budget more closely and to submit additional amendments for estimated resources more frequently throughout the fiscal year and at fiscal year end.





**Mary Taylor, CPA**  
Auditor of State

**CITY OF SHELBY**

**RICHLAND 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  
NOVEMBER 13, 2008**