

THE CITY OF MILFORD, OHIO

CLERMONT COUNTY

BASIC FINANCIAL STATEMENTS

FOR THE YEAR ENDED
DECEMBER 31, 2013



Dave Yost • Auditor of State

City Council
City of Milford
745 Center Street
Milford, Ohio 45150

We have reviewed the *Independent Auditor's Report* of the City of Milford, Clermont County, prepared by Bastin & Company, LLC, for the audit period January 1, 2013 through December 31, 2013. 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 Milford is responsible for compliance with these laws and regulations.

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Dave Yost
Auditor of State

September 22, 2014

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**CITY OF MILFORD, OHIO
 BASIC FINANCIAL STATEMENTS
 FOR THE YEAR ENDED DECEMBER 31, 2013**

TABLE OF CONTENTS

Independent Accountant’s Report	1
Management’s Discussion and Analysis	3
Statement of Net Position.....	13
Statement of Activities	15
Balance Sheet - Governmental Funds	16
Reconciliation of the Total Governmental Fund Balances to Net Position of Governmental Activities	17
Statement of Revenues, Expenditures and Changes in Fund Balance - Governmental Funds	18
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities.....	19
Statement of Net Position - Enterprise Funds	20
Statement of Revenues, Expenses and Changes in Fund Net Position - Enterprise Funds	21
Statement of Cash Flows - Enterprise Funds	22
Statement of Fiduciary Assets and Liabilities	24
Notes to the Basic Financial Statements	25
 REQUIRED SUPPLEMENTARY INFORMATION	
<i>Major Funds:</i>	
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual (Budget Basis)	
General Fund	61
Fire/EMS Levy Fund	64
Notes to the Required Supplementary Information.....	65
Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by <i>Government Auditing Standards</i>	69

Bastin & Company, LLC

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

City of Milford
Clermont County
745 Center Street
Milford, Ohio 45150

To the Members of City Council:

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Milford, Clermont County, Ohio (the City) as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City of Milford, Clermont County, Ohio, as of December 31, 2013, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with the accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 22, 2014, on our consideration of the City's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "Bastin & Company, L L C". The signature is written in black ink on a light-colored background.

Cincinnati, Ohio
July 22, 2014

CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

The discussion and analysis of the City of Milford's financial performance provides an overall review of the City's financial activities for the year ended December 31, 2013. While 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 notes to enhance their understanding of the City's fiscal performance.

Financial Highlights

Key highlights for 2013 are as follows:

- The assets of the City exceeded its liabilities at the close of the year ended December 31, 2013, by \$26,207,672 (net position). Of this amount, \$4,109,807 (governmental unrestricted net position) may be used to meet the City's ongoing obligations to citizens and creditors, and \$5,205,799 is classified as unrestricted in the Water, Wastewater and Stormwater activities.
- The City's total net position decreased by \$745,740 which represents a 2.78% decrease from 2012.
- At the end of the current fiscal year, the City's governmental funds reported a combined ending fund balance of \$5,130,514. Of this amount \$3,329,463 is available for spending (unassigned General Fund balance) on behalf of its citizens.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$3,329,463 or 74.11% of total general fund expenditures.
- The other governmental major funds: Fire/EMS Levy Special Revenue Fund and Debt Service have ending fund balances of \$152,992 and \$723,823. The Debt Service fund saw the fund balance increase in the current year as the City provides transfers to the Debt Service that offsets additional expenses.

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 of Milford as a complete operating entity.

The Statement of Net Position and Statement of Activities present both an aggregate view of the City's finances and longer-term view of those assets. Major 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 dollars remain for future spending. The fund financial statements also look at the City's most significant funds with all other non-major funds presented in total in one column.

CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

Reporting City of Milford as a Whole

Statement of Net Position and the Statement of Activities:

While this document contains information about the funds used by the City to provide services to our citizens, the view of the City as a whole looks at all financial transactions and asks the question, "How did we do financially during 2013?" The Statement of Net Position and the Statement of Activities answer this question. These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting used by private sector companies. This basis of accounting considers all of the current year's revenues and expenses regardless of when the cash is received or paid.

These two statements report the City's net position and the change in that position. This change in net position is important because it tells the reader whether, for the City as a whole, the financial position of the City has improved or diminished. However, in evaluating the overall position of the City, nonfinancial information such as changes in the City's tax base and the condition of City capital assets will also need to be evaluated.

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

- Governmental Activities – Most of the City's services are reported here including police, social services programs, administration, and all departments with the exception of our Water, Wastewater and Stormwater Management functions.
- Business-Type Activities – These services have a charge based upon the amount of usage. The City charges fees to recoup the cost of the entire operation of our Water, Wastewater and Stormwater Management systems as well as all capital expenses associated with these facilities.
- Component units are legally separate entities that the City has voting control over or fiscal responsibility for. The City has no component units.

Reporting the City of Milford'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 objects. 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. Based on restrictions

CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

on the use of monies, the City has established many funds which account for the multitude of services provided to our residents.

However, these fund financial statements focus on the City's most significant funds. In the case of Milford, our major funds are the General, Fire/EMS Levy Special Revenue Fund, Debt Service, Water, Wastewater and Stormwater Management funds.

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 current sources and uses 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.

Because the focus of 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, 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 balance 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 funds, which were identified earlier. Data from the other governmental funds are combined into a single, aggregated presentation.

Proprietary Funds: The City maintains only one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its water, wastewater and stormwater management operations.

Fiduciary Funds: Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The City maintains three agency funds which have no measurement focus and use the accrual basis of accounting.

Notes to the Financial Statements: The notes provide additional information that is essential to a full understanding of the data provided in the governmental-wide and fund financial statements.

CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

Required Supplementary Information: The City is required to report the budgetary schedules for the General Fund and the Fire/EMS Levy special revenue fund along with the applicable accounting policies to develop those schedules.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of the City's financial position. In the case of the City, assets exceeded liabilities by \$26,207,672 (\$9,833,625 in governmental activities and \$16,374,047 in business type activities) as of December 31, 2013. The largest portion of the City's net position (57.67%) reflects its investment in capital assets (e.g., land, buildings, machinery and equipment); less any related debt used to acquire those assets that are still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. Table 1 provides a summary of the City's statement of net position for 2013 compared to 2012.

	Governmental Activities		Business-Type Activities		Total	
	2013	2012	2013	2012	2013	2012
Current and Other Assets	\$8,288,919	\$9,168,288	\$5,385,201	\$5,542,349	\$13,674,120	\$14,710,637
Capital Assets	6,028,363	6,019,207	15,771,523	16,011,020	21,799,886	22,030,227
Total Assets	<u>14,317,282</u>	<u>15,187,495</u>	<u>21,156,724</u>	<u>21,553,369</u>	<u>35,474,006</u>	<u>36,740,864</u>
Long-term liabilities	2,346,950	2,611,169	4,643,270	4,954,482	6,990,220	7,565,651
Other liabilities	413,980	443,251	139,407	80,274	553,387	523,525
Total Liabilities	<u>2,760,930</u>	<u>3,054,420</u>	<u>4,782,677</u>	<u>5,034,756</u>	<u>7,543,607</u>	<u>8,089,176</u>
Deferred Inflows of Resources	1,722,727	1,698,276	0	0	1,722,727	1,698,276
Net Position:						
Net investment in capital assets	3,946,111	3,645,717	11,168,248	11,119,434	15,114,359	14,765,151
Restricted	1,777,707	2,208,242	0	0	1,777,707	2,208,242
Unrestricted	4,109,807	4,580,840	5,205,799	5,399,179	9,315,606	9,980,019
Total Net Position	<u>\$9,833,625</u>	<u>\$10,434,799</u>	<u>\$16,374,047</u>	<u>\$16,518,613</u>	<u>\$26,207,672</u>	<u>\$26,953,412</u>

An additional portion of the City's net position represents resources that are subject to external restrictions on how they may be used. In the current fiscal year, this represented \$1,777,707 or 6.78% of net position. The remaining unrestricted \$9,315,606 or 35.55% of net position may be used to meet the City's ongoing obligations to its citizens and creditors and for business-type activities.

As of December 31, 2013, the City is able to report positive balances in all three categories of net position, both for the City as a whole, as well as for its separate governmental and business-type activities.

CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

The City saw overall capital assets decrease slightly as the current depreciation in the business-type activities exceeded the additions. The City decreased long term liabilities from 2013 through normal debt service payments.

Statement of Activities

	Governmental Activities		Business-Type Activities		Total	
	2013	2012	2013	2012	2013	2012
Revenues:						
Program Revenues:						
Charges for Services	\$458,536	\$444,003	\$2,298,260	\$2,312,977	\$2,756,796	\$2,756,980
Operating Grants and Contributions	303,273	305,121	0	0	303,273	305,121
Capital Grants	0	0	382,168	0	382,168	0
General Revenues						
Income Taxes	2,969,036	2,692,585	0	0	2,969,036	2,692,585
Property Taxes	1,796,966	1,801,690	0	0	1,796,966	1,801,690
Other Taxes	852,592	1,360,610	0	0	852,592	1,360,610
Unrestricted Grants	380,811	336,722	0	0	380,811	336,722
Investment earnings	20,685	18,845	7,808	15,021	28,493	33,866
Other Revenues	58,735	54,931	0	0	58,735	54,931
Total Revenues	6,840,634	7,014,507	2,688,236	2,327,998	9,528,870	9,342,505
Expenses:						
Security of Persons and Property	4,183,366	4,077,591	0	0	4,183,366	4,077,591
Public Health and Welfare	454,262	499,093	0	0	454,262	499,093
Leisure Time Activities	87,795	177,317	0	0	87,795	177,317
Transportation	1,075,510	790,104	0	0	1,075,510	790,104
General Government	1,503,837	1,229,676	0	0	1,503,837	1,229,676
Intergovernmental	25,851	30,740	0	0	25,851	30,740
Interest and Fiscal Charges	111,187	115,215	0	0	111,187	115,215
Water	0	0	1,278,962	1,131,337	1,278,962	1,131,337
Wastewater	0	0	1,231,993	1,124,415	1,231,993	1,124,415
Stormwater Management	0	0	321,847	279,262	321,847	279,262
Total Expenses	7,441,808	6,919,736	2,832,802	2,535,014	10,274,610	9,454,750
Change in Net Position	(601,174)	94,771	(144,566)	(207,016)	(745,740)	(112,245)
Beginning Net Position (Restated)	10,434,799	10,340,028	16,518,613	16,725,629	26,953,412	27,065,657
Ending Net Position	\$9,833,625	\$10,434,799	\$16,374,047	\$16,518,613	\$26,207,672	\$26,953,412

Governmental Activities

The primary focus of governmental activities is in the area of security of persons and property, which represents the police, fire and EMS services of the City. For 2013, total security of persons and property expenses were \$4.18 million representing 56.21% (down 2.72% from 2012) of governmental activity spending yielding a reliance on general revenues to fund the program of approximately \$3.94 million after direct support to their programs.

Despite decreased governmental revenues of about 2.5%, the City was able to maintain the level of service the residents of Milford expect and only increased expenses \$0.52 million as the City spent funds additional moneys on street projects for maintenance which is reported in the transportation activity.

CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

Business-Type Activities

The City's business-type activities include the water, wastewater and stormwater management systems. The stormwater management fund was able to produce an increase in net position for 2013. Combined change in net position totaled to (\$144,566) mainly from depreciation of the capital assets reducing the net position by \$706,730. The water and wastewater funds saw operating revenues decrease by \$3,772 and \$30,767, respectively, but cash flow from operating activities increased by \$164,529 in the wastewater fund. All three of the enterprise funds have significant unrestricted net position to offset any operating losses during the year.

Financial Analysis of the City'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 these City 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 as well as its ability to meet the needs of its citizens. In particular, unreserved fund balance may serve as a useful measure of the City's net resources available for spending at the end of the fiscal year.

As of the end of 2013, the City's governmental funds reported combined ending fund balances of \$5.13 million. Approximately \$3.33 million constitutes unassigned fund balance available for spending for citizen needs as allowed under the Ohio Revised Code guidelines. A larger portion of the remaining \$1.80 million is restricted by external sources (restricted fund balance) earmarked for specific purposes and not available to be spent for some purposes.

The General Fund is the chief operating fund of the City. As of December 31, 2013, the unassigned general fund balance was \$3.33 million with a total fund balance of \$3.36 million. As a measure of liquidity, it is often useful to compare these numbers to total general fund expenditures and other financing uses. Unassigned fund balance represents approximately 70.9% of the total expenditures and other financing uses, while total fund balance represents 71.6% of that same amount.

During 2013, the City's general fund decreased by \$0.32 million as the City generated \$0.26 million less in revenues as the City received over \$0.60 million in estate tax revenue during 2012 year; however, expenditures increased \$490,561 from 2012. The City did evaluate the departmental budgets and kept them near the 2011 levels for 2012 but allowed for some additional items during 2013.

CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

The Fire and EMS levy generated less revenue than the individual funds in 2012. The expenditures increased \$0.67 million under the new contract. The other major governmental fund is the Debt Service fund. The fund receives a share of income tax dollars but the majority of revenue comes from payment in lieu of taxes in the City's Rivers Edge development. Revenue collections were virtually the same as 2012 but still down from the 2011 amounts. The City has pledged \$175,000 through 2014 to the Clermont County TID, which will be paid from the Debt Service fund although nothing was paid during 2013.

General Fund Budgeting Highlights

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

During the course of 2013, the City amended its total and general fund budget several times, the most significant noted below. All recommendations for the budget came from the City Manager after consultation with individual directors and the Finance Department before submission to City Council. The City Council also ministerially approves small interdepartmental budget changes that modify line items within departments within the same fund. With the General fund supporting a majority of our major activities such as public safety programs, as well as most legislative and executive activities, the General Fund is monitored closely with particular attention to possible revenue shortfalls or over spending by individual departments.

The following table summarizes the major revenue sources and expenditures from original to final budget for 2013:

Description	Original Budget	Final Budget	Change
Revenues:			
Property and Other Taxes	\$410,417	\$635,830	\$225,413
Income Taxes	2,870,000	2,970,000	100,000
Intergovernmental Revenue	189,150	294,550	105,400
Other Revenues	338,790	483,620	144,830
Total Revenues	<u>3,808,357</u>	<u>4,384,000</u>	<u>575,643</u>
Expenditures:			
Security of Persons/Property	2,420,040	2,474,971	(54,931)
General Government	1,342,622	1,354,504	(11,882)
Other Expenditures	717,351	719,021	(1,670)
Total Expenditures	<u>4,480,013</u>	<u>4,548,496</u>	<u>(68,483)</u>

CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

The City's original revenue budget increased 15% to the final budget as the final budget was created with stronger review of departmental review compared to a more broad view for the initial budget. The City also received additional income taxes from the new JEDD. The final expenditures were within 1.53% of the original budget.

The final budget was completed when the City had a better understanding of the state and local government funding issues and more information related to total income tax collections. The City continued to evaluate the budgeted expenditures making several changes throughout the year although nothing of significance was changed with any of the amendments.

The following table summarizes the major revenue sources and expenditures from final budget to actual results for 2013:

Description	Final Budget	Actual	Change
Revenues:			
Property and Other Taxes	\$635,830	\$645,696	\$9,866
Income Taxes	2,970,000	2,969,039	(961)
Intergovernmental Revenue	294,550	292,735	(1,815)
Other Revenues	483,620	466,519	(17,101)
Total Revenues	<u>4,384,000</u>	<u>4,373,989</u>	<u>(10,011)</u>
Expenditures:			
Security of Persons/Property	2,474,971	2,317,767	157,204
General Government	1,354,504	1,464,056	(109,552)
Other Expenditures	719,021	654,264	64,757
Total Expenditures	<u>4,548,496</u>	<u>4,436,087</u>	<u>112,409</u>

The City submitted their final revenue budget to the county very close to year end. The timing of receipts was slightly off which resulted in the variances. The variance in other revenue resulted from the departmental reimbursements offsetting the expenditure.

Despite the City's increased final budget figures, the departmental staff, within the functions of the City, was successful in bringing their final expenditures in under budget for 2013 by over 2%. The City emphasized the need to evaluate all expenditures whether they were budgeted or not to ensure the City maintains a solid fiscal condition.

Capital Assets and Debt Administration

Capital Assets: The City's investment in net capital assets for its governmental and business type activities as of December 31, 2013, totaled \$15.11 million (net of accumulated depreciation and related debt). This net investment in capital assets includes land, buildings and systems, improvements, equipment and machinery.

CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)

The City spent most of the capital asset money on construction projects for the SCADA and stormwater system improvements. The City acquired several parcels of land for \$212,462 during the year as well. For more information on the governmental and business-type capital assets see Note 7 in the notes to the financial statements.

Long-term Debt: At the end of 2013, the City had general obligation bonds outstanding of \$2.04 million in governmental activities. The City retired \$606,000 in principal related to all debt during the year. The City also has \$4.60 million in business-type debt between the water and wastewater funds. See Note 12 for further information on the City's long-term debt.

Economic Factors affecting the City

Surrounded by hills and woods, with 2010 population of just over 6,700, Milford is Clermont County's only city, and a focal point of new business development in the Greater Cincinnati Area. Milford has preserved the charms of its natural setting and historic downtown while creating a modern infrastructure that makes it a great place to live, work, play and grow.

Milford provides an excellent location for light industrial and retail businesses. The Milford commerce park offers a unique blend of industrial and recreational development. With a scenic location on the East Fork of the Little Miami River and a direct connection to I-275, the Park promises to be the "best business address" in Greater Cincinnati.

As the River's Edge development has grown over the past decade, the City hosts a multitude of restaurants, Target, Wal-Mart, a top line cinema and two top class hotel accommodations. The area still has several parcels available.

The City has expanded its capacity for income tax revenue by working with Union Township and creating a Joint Economic Development District (JEDD) around State Route 32 and Interstate 275. During 2012, the City and Township created another JEDD around the new Jungle Jim's market in Eastgate that started collections during the second half of 2012. During 2013, the City and Township are working on expanding to more JEDDs in the area. With the City's boundaries being restricted, using mechanisms, such as this, will allow the City to work with the surrounding Townships to help both the City and Township generate additional revenue as other revenues like local government funding and personal property taxes are being reduced or eliminated.

During 2012, the City saw the groundbreaking of the Riverwalk Flats and Rowhouses project that is being built along the Little Miami River. The area had been vacant or under utilized commercial property and is a significant visible improvement and construction completion is 2014.

***CITY OF MILFORD, OHIO
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2013
(Unaudited)***

Requests for Information

This financial report is designed to provide our citizens, taxpayers, creditors, investors and elected officials with a general overview of the City's finances and to show accountability for the money it receives. If you have any questions about this report or need additional information, contact the City of Milford, 745 Center Street, Suite 200, Milford, Ohio 45150, (513) 831-4192 or visit the City website at www.milfordohio.org.

CITY OF MILFORD, OHIO
STATEMENT OF NET POSITION
DECEMBER 31, 2013

	Governmental Activities	Business-Type Activities	Total
Assets:			
Equity in Pooled Cash and Cash Equivalents	\$ 5,200,562	\$ 5,025,382	\$ 10,225,944
Receivables (net of allowance for doubtful accounts):			
Taxes-Real & Personal Property	1,850,105	-	1,850,105
Taxes-Municipal Income	412,994	-	412,994
Accounts	30,289	314,061	344,350
Interest	2,589	2,590	5,179
Payment in Lieu of Taxes	434,179	-	434,179
Due from Other Governments	358,201	43,168	401,369
Nondepreciable Capital Assets:			
Land	2,086,549	328,914	2,415,463
Construction In Progress	61,364	-	61,364
Depreciable Capital Assets:			
Plant	-	6,182,808	6,182,808
Water/Sewer Lines	-	7,056,044	7,056,044
Buildings and Improvements	4,013,720	-	4,013,720
Improvements other than Buildings	1,474,286	12,231,688	13,705,974
Furniture, Equipment and Vehicles	2,780,645	1,388,371	4,169,016
Less: Accumulated Depreciation	(4,388,201)	(11,416,302)	(15,804,503)
Total Assets	14,317,282	21,156,724	35,474,006
Liabilities:			
Accounts Payable	108,243	83,691	191,934
Accrued Wages and Benefits	55,590	17,002	72,592
Due to Other Governments	131,356	38,714	170,070
Claims Payable	107,660	-	107,660
Accrued Interest Payable	11,131	-	11,131
Long Term Liabilities due within 1 year	457,574	317,695	775,269
Long Term Liabilities due over 1 year	1,889,376	4,325,575	6,214,951
Total Liabilities	2,760,930	4,782,677	7,543,607
Deferred Inflows of Resources:			
Property Tax Levy for Next Fiscal Year	1,722,727	-	1,722,727
NET POSITION			
Net Investment in Capital Assets	3,946,111	11,168,248	15,114,359
Restricted:			
Transportation	86,361	-	86,361
Culture and Recreation	246,742	-	246,742
Protection of Citizens	429,852	-	429,852
Debt Service	723,823	-	723,823
Capital Improvements	290,929	-	290,929
Unrestricted	4,109,807	5,205,799	9,315,606
Total Net Position	9,833,625	16,374,047	26,207,672
Total Liabilities, Deferred Inflows of Resources and Net Position	\$ 14,317,282	\$ 21,156,724	\$ 35,474,006

See accompanying notes to the basic financial statements

**CITY OF MILFORD, OHIO
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2013**

Function/Programs	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Primary Business-Type Activities	Total
Governmental Activities:						
Security of Persons and Property	\$ (4,183,366)	\$ 19,324	\$ -	\$ (3,937,553)	\$ -	\$ (3,937,553)
Public Health and Welfare	(454,262)	-	-	(322,135)	-	(322,135)
Leisure Time Activities	(87,795)	-	-	(75,292)	-	(75,292)
Transportation	(1,075,510)	283,949	-	(787,661)	-	(787,661)
General Government	(1,503,837)	-	-	(1,420,320)	-	(1,420,320)
Intergovernmental	(25,851)	-	-	(25,851)	-	(25,851)
Interest and Fiscal Charges	(111,187)	-	-	(111,187)	-	(111,187)
Total Governmental Activities	<u>(7,441,808)</u>	<u>303,273</u>	<u>-</u>	<u>(6,679,999)</u>	<u>-</u>	<u>(6,679,999)</u>
Business-Type Activities:						
Water	(1,278,962)	-	382,168	-	(52,514)	(52,514)
Wastewater	(1,231,993)	-	-	-	(252,236)	(252,236)
Stormwater Management	(321,847)	-	-	-	152,376	152,376
Total Business-Type Activities	<u>(2,832,802)</u>	<u>-</u>	<u>382,168</u>	<u>-</u>	<u>(152,374)</u>	<u>(152,374)</u>
Total	<u>\$ (10,274,610)</u>	<u>\$ 303,273</u>	<u>\$ 382,168</u>	<u>(6,679,999)</u>	<u>(152,374)</u>	<u>(6,832,373)</u>
General Revenues:						
Income Taxes	2,969,036					2,969,036
Property Taxes	1,796,966					1,796,966
Estate Taxes	3,082					3,082
Franchise Fee Taxes	121,818					121,818
Cinema Admissions Taxes	136,594					136,594
Hotel Taxes	110,470					110,470
Payment in Lieu of Taxes	435,523					435,523
Permissive Sale Taxes	45,105					45,105
Grants and Contributions not restricted to specific programs	380,811					380,811
Unrestricted investment earnings	20,685			7,808		28,493
Miscellaneous	58,735					58,735
Total General Revenues	<u>6,078,825</u>			<u>7,808</u>		<u>6,086,633</u>
Changes in Net Position	(601,174)			(144,566)		(745,740)
Net Position-Beginning	10,434,799			16,518,613		26,953,412
Net Position-Ending	<u>\$ 9,833,625</u>			<u>\$ 16,374,047</u>		<u>\$ 26,207,672</u>

See accompanying notes to the basic financial statements

**CITY OF MILFORD, OHIO
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2013**

	General	Fire/ EMS Levy	Debt Service	Other Governmental Funds
Assets:				
Equity in Pooled Cash and Cash Equivalents	\$ 3,434,744	\$ 154,932	\$ 723,823	\$ 887,063
Receivables (net of allowance for doubtful accounts):				
Taxes-Real & Personal Property	443,071	1,407,034	-	-
Taxes-Municipal Income	339,851	-	68,865	4,278
Accounts	30,289	-	-	-
Interest	2,589	-	-	-
Payment in Lieu of Taxes	-	-	434,179	-
Due from Other Governments	106,497	70,512	-	181,192
Total Assets	4,357,041	1,632,478	1,226,867	1,072,533
Liabilities:				
Accounts Payable	92,885	-	-	15,358
Accrued Wages and Benefits	51,013	-	-	4,577
Claims Payable	107,660	-	-	-
Due to Other Governments	120,501	1,940	-	8,915
Total Liabilities	372,059	1,940	-	28,850
Deferred Inflows of Resources:				
Property Tax Levy for Next Fiscal Year	382,828	1,339,899	-	-
Delinquent Property Taxes	19,182	67,135	-	-
Income Taxes	102,678	-	68,865	4,278
State Shared Revenues	71,402	-	-	149,707
Payment in Lieu of Taxes	-	-	434,179	-
County Shared Revenues	20,066	70,512	-	-
Other miscellaneous revenues	24,825	-	-	-
Total Deferred Inflows of Resources:	620,981	1,477,546	503,044	153,985
Fund Balances:				
Restricted	-	152,992	723,823	889,698
Assigned	34,538	-	-	-
Unassigned	3,329,463	-	-	-
Total Fund Balances	3,364,001	152,992	723,823	889,698
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 4,357,041	\$ 1,632,478	\$ 1,226,867	\$ 1,072,533

See accompanying notes to the basic financial statements

**CITY OF MILFORD, OHIO
RECONCILIATION OF THE TOTAL GOVERNMENTAL
FUND BALANCES TO NET POSITION
OF GOVERNMENTAL ACTIVITIES**

DECEMBER 31, 2013

<u>Total Governmental Funds</u>		
\$ 5,200,562	Fund Balances - Governmental Funds	\$ 5,130,514
	Amounts reported for governmental activities in the statement of net position is different because:	
1,850,105		
412,994		
30,289	Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	6,028,363
2,589		
434,179		
358,201	Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds.	1,032,829
8,288,919		
	Long-term liabilities, including bonds payable are not due and payable in the current period and therefore are not reported in the funds.	<u>(2,358,081)</u>
108,243		
55,590	Net Position of governmental activities	<u>\$ 9,833,625</u>
107,660		
131,356		
402,849		
1,722,727		
86,317		
175,821		
221,109		
434,179		
90,578		
24,825		
2,755,556		
1,766,513		
34,538		
3,329,463		
5,130,514		
\$ 8,288,919		

CITY OF MILFORD, OHIO
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2013

	General	Fire/ EMS Levy	Debt Service	Other Governmental Funds
Revenues:				
Income Taxes	\$ 2,949,445	\$ -	\$ 67,630	\$ 108,565
Property and Other Taxes	644,569	1,396,501	-	-
Intergovernmental	297,782	141,024	-	368,961
Charges for Services	127,481	-	-	100,569
Licenses and Permits	72,010	-	-	-
Investment Earnings	17,547	1,143	91	1,904
Fines and Forfeitures	175,138	-	-	23,577
Payment in Lieu of Taxes	-	-	428,889	-
All Other Revenues	67,763	-	-	16,034
Total Revenues	4,351,735	1,538,668	496,610	619,610
Expenditures:				
Current:				
Security of Persons and Property	2,268,604	1,759,905	-	8,541
Public Health and Welfare	277,328	-	-	152,717
Leisure Time Activities	64,478	-	-	-
Transportation	356,340	-	-	693,486
General Government	1,482,301	-	-	5,578
Intergovernmental	25,851	-	-	-
Capital Outlay	17,556	-	109,829	93,417
Debt Service:				
Principal Retirement	268	40,000	265,000	-
Interest and Fiscal Charges	52	14,835	97,190	-
Total Expenditures	4,492,778	1,814,740	472,019	953,739
Excess (Deficiency) of Revenues Over (Under) Expenditures	(141,043)	(276,072)	24,591	(334,129)
Other Financing Sources (Uses):				
Inception of Capital Leases	17,556	-	-	-
Sale of Capital Assets	6,060	-	-	3,900
Transfers - In	-	-	153,150	50,000
Transfers - Out	(203,150)	-	-	-
Total Other Financing Sources (Uses)	(179,534)	-	153,150	53,900
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	(320,577)	(276,072)	177,741	(280,229)
Fund Balances at Beginning of Year	3,684,578	429,064	546,082	1,169,927
Fund Balances at End of Year	<u>\$ 3,364,001</u>	<u>\$ 152,992</u>	<u>\$ 723,823</u>	<u>\$ 889,698</u>

See accompanying notes to the basic financial statements

CITY OF MILFORD, OHIO
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2013

Total Governmental Funds		
\$ 3,125,640	Amounts reported in governmental activities in the statement of activities are different because:	
2,041,070	Net Change in Fund Balances - total governmental funds	\$ (699,137)
807,767		
228,050	Governmental funds report capital outlays as expenditures. However, in the statement of activities	
72,010	the cost of those assets is allocated over their estimated useful lives and reported as depreciation	
20,685	expense. This is the amount by which capital outlays exceeded depreciation in the current period.	9,156
198,715		
428,889	Revenues in the statement of activities that do not provide current financial resources are not reported	
83,797	as revenues in the funds.	(169,515)
7,006,623	The issuance of long-term debt provides current financial resources to governmental funds, while the	
	repayment of the principal of long-term debt consumes the current financial resources of governmental	
	funds. Neither transaction however, has any affect of net position. This amount is the net effect of	
	of these differences in the treatment of long-term debt and related items.	292,128
4,037,050		
430,045	Some items reported in the statement of activities do not require the use of current financial	
64,478	current financial resources and, therefore, are not reported as expenditures in governmental funds.	(33,806)
1,049,826		
1,487,879	Change in net position of governmental activities	<u>\$ (601,174)</u>
25,851		
220,802		
305,268		
112,077		
7,733,276		
(726,653)		
17,556		
9,960		
203,150		
(203,150)		
27,516		
(699,137)		
5,829,651		
\$ 5,130,514		

CITY OF MILFORD, OHIO
STATEMENT OF NET POSITION
ENTERPRISE FUNDS
DECEMBER 31, 2013

BUSINESS-TYPE ACTIVITIES--ENTERPRISE FUNDS

	Water	Wastewater	Stormwater Management	Totals
Assets:				
<u>Current Assets:</u>				
Equity in Pooled Cash and Cash Equivalents	\$ 1,166,221	\$ 2,909,786	\$ 949,375	\$ 5,025,382
Receivables (net of allowances for doubtful accounts):				
Accounts	102,653	142,320	69,088	314,061
Interest	1,036	1,036	518	2,590
Due from Other Governments	43,168	-	-	43,168
Total Current Assets	<u>1,313,078</u>	<u>3,053,142</u>	<u>1,018,981</u>	<u>5,385,201</u>
<u>Nondepreciable Capital Assets:</u>				
Land	101,488	227,426	-	328,914
<u>Depreciable Capital Assets:</u>				
Improvements Other than Buildings	4,075,265	6,218,872	1,937,551	12,231,688
Furniture, Fixtures, Equipment	586,251	758,026	44,094	1,388,371
Water and Sewer Line	2,428,272	4,627,772	-	7,056,044
Plant	2,051,892	4,130,916	-	6,182,808
Less: Accumulated Depreciation	(4,460,511)	(6,601,219)	(354,572)	(11,416,302)
Total Capital Assets (net of accumulated depreciation)	<u>4,782,657</u>	<u>9,361,793</u>	<u>1,627,073</u>	<u>15,771,523</u>
Total Assets	<u><u>6,095,735</u></u>	<u><u>12,414,935</u></u>	<u><u>2,646,054</u></u>	<u><u>21,156,724</u></u>
Liabilities				
<u>Current Liabilities:</u>				
Accounts Payable	72,143	8,372	3,176	83,691
Accrued Wages and Benefits	8,709	7,098	1,195	17,002
Due to Other Governments	22,517	11,827	4,370	38,714
Compensated Absences Payable - Current	11,888	6,811	1,537	20,236
Ohio Water Development				
Authority Loans Payable - Current	68,110	144,025	-	212,135
OPWC Loan Payable - Current	14,498	70,826	-	85,324
Total Current Liabilities	<u>197,865</u>	<u>248,959</u>	<u>10,278</u>	<u>457,102</u>
<u>Noncurrent Liabilities:</u>				
Compensated Absences Payable	9,925	8,168	1,666	19,759
Ohio Water Development				
Authority Loans Payable	1,105,100	2,109,005	-	3,214,105
OPWC Loans Payable	179,195	912,516	-	1,091,711
Total Noncurrent Liabilities	<u>1,294,220</u>	<u>3,029,689</u>	<u>1,666</u>	<u>4,325,575</u>
Total Liabilities	<u><u>1,492,085</u></u>	<u><u>3,278,648</u></u>	<u><u>11,944</u></u>	<u><u>4,782,677</u></u>
Net Position				
Net Investment in Capital Assets	3,415,754	6,125,421	1,627,073	11,168,248
Unrestricted	1,187,896	3,010,866	1,007,037	5,205,799
Total Net Position	<u>4,603,650</u>	<u>9,136,287</u>	<u>2,634,110</u>	<u>16,374,047</u>
Total Net Position and Liabilities	<u><u>\$ 6,095,735</u></u>	<u><u>\$ 12,414,935</u></u>	<u><u>\$ 2,646,054</u></u>	<u><u>\$ 21,156,724</u></u>

See accompanying notes to the basic financial statements

CITY OF MILFORD, OHIO
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION
ENTERPRISE FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2013

BUSINESS-TYPE ACTIVITIES--ENTERPRISE FUNDS

	Water	Wastewater	Stormwater Management	Totals
<u>Operating Revenues:</u>				
Charges for Services	\$ 821,446	\$ 973,732	\$ 471,118	\$ 2,266,296
Other Operating Revenues	18,942	654	2,360	21,956
Total Operating Revenues	840,388	974,386	473,478	2,288,252
<u>Operating Expenses:</u>				
Personal Services	452,738	346,600	152,068	951,406
Materials and Supplies	476,530	323,684	40,330	840,544
Contractual Services	126,895	129,179	27,909	283,983
Other Operating Expenses	4,949	4,008	961	9,918
Depreciation	199,629	406,522	100,579	706,730
Total Operating Expenses	1,260,741	1,209,993	321,847	2,792,581
Operating Income (Loss)	(420,353)	(235,607)	151,631	(504,329)
<u>Non-Operating Revenues (Expenses):</u>				
Investment Earnings	4,794	9,917	3,105	17,816
Interest and Fiscal Charges	(22,113)	(22,000)	-	(44,113)
Grants	382,168	-	-	382,168
Gain on Disposal of Capital Assets	3,892	-	-	3,892
Total Non-Operating Revenues (Expenses)	368,741	(12,083)	3,105	359,763
Change in Net Position	(51,612)	(247,690)	154,736	(144,566)
Total Net Position - Beginning	4,655,262	9,383,977	2,479,374	16,518,613
Total Net Position - Ending	<u>\$ 4,603,650</u>	<u>\$ 9,136,287</u>	<u>\$ 2,634,110</u>	<u>\$ 16,374,047</u>

See accompanying notes to the basic financial statements

**CITY OF MILFORD, OHIO
STATEMENT OF CASH FLOWS
ENTERPRISE FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2013**

BUSINESS-TYPE ACTIVITIES--ENTERPRISE FUNDS

	<u>Water</u>	<u>Wastewater</u>	<u>Stormwater Management</u>	<u>Totals</u>
Increase (Decrease) in Cash and Cash Equivalents				
<u>Cash Flows from Operating Activities:</u>				
Cash Received from Customers	\$ 819,859	\$ 969,345	\$ 468,585	\$ 2,257,789
Cash Paid for Employee Services and Benefits	(466,184)	(349,394)	(153,304)	(968,882)
Cash Paid to Suppliers for Goods and Services	(553,820)	(452,068)	(65,314)	(1,071,202)
Other Operating Revenues	18,942	654	2,360	21,956
Other Operating Expenses	(4,547)	(4,008)	(961)	(9,516)
Net Cash Provided by (Used for) Operating Activities	<u>(185,750)</u>	<u>164,529</u>	<u>251,366</u>	<u>230,145</u>
<u>Cash Flows from Capital and Related Financing Activities:</u>				
Capital Grant Contributions	339,000	-	-	339,000
Face Value from the Sale of Debt	-	13,179	-	13,179
Proceeds from Sale of Assets	3,892	-	-	3,892
Acquisition and Construction of Assets	(359,324)	(3,015)	(104,894)	(467,233)
Principal Paid on Loans Payable	(81,402)	(220,108)	-	(301,510)
Interest Paid on All Debt	(22,113)	(22,000)	-	(44,113)
Net Cash (Used for) Capital and Related Financing Activities	<u>(119,947)</u>	<u>(231,944)</u>	<u>(104,894)</u>	<u>(456,785)</u>
<u>Cash Flows from Investing Activities:</u>				
Interest	4,799	9,921	3,107	17,827
Net Cash Provided By Investing Activities	<u>4,799</u>	<u>9,921</u>	<u>3,107</u>	<u>17,827</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(300,898)	(57,494)	149,579	(208,813)
Cash and Cash Equivalents at Beginning of Year	<u>1,467,119</u>	<u>2,967,280</u>	<u>799,796</u>	<u>5,234,195</u>
Cash and Cash Equivalents at End of Year	<u>\$ 1,166,221</u>	<u>\$ 2,909,786</u>	<u>\$ 949,375</u>	<u>\$ 5,025,382</u>

**CITY OF MILFORD, OHIO
STATEMENT OF CASH FLOWS
ENTERPRISE FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2013**

BUSINESS-TYPE ACTIVITIES--ENTERPRISE FUNDS

	<u>Water</u>	<u>Wastewater</u>	<u>Stormwater Management</u>	<u>Totals</u>
Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:				
Operating Income (Loss)	\$ (420,353)	\$ (235,607)	\$ 151,631	\$ (504,329)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities:				
Depreciation Expense	199,629	406,522	100,579	706,730
Change in Assets and Liabilities:				
(Increase) in Accounts Receivable	(1,587)	(4,387)	(2,533)	(8,507)
Decrease in Due From Other Governments	(43,168)	-	-	(43,168)
Increase in Due to Other Governments	41,751	1,937	2,183	45,871
Increase in Accounts Payables	52,951	81	2,925	55,957
Increase (Decrease) in Accrued Wages and Benefits	488	1,212	(1,227)	473
(Decrease) in Compensated Absences Payable	(15,461)	(5,229)	(2,192)	(22,882)
Total Adjustments	<u>234,603</u>	<u>400,136</u>	<u>99,735</u>	<u>734,474</u>
Net Cash Provided by (Used for) Operating Activities	<u>\$ (185,750)</u>	<u>\$ 164,529</u>	<u>\$ 251,366</u>	<u>\$ 230,145</u>

See accompanying notes to the basic financial statements

CITY OF MILFORD, OHIO
STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES
FIDUCIARY FUNDS
DECEMBER 31, 2013

	<u>Totals</u>
Assets:	
Cash and Cash Equivalents	\$ 6,628
Cash and Cash Equivalents in Segregated Accounts	<u>57,736</u>
Total Assets	<u><u>64,364</u></u>
Liabilities:	
Due to Other Governments	372
Due to Others	<u>63,992</u>
Total Liabilities	<u><u>\$ 64,364</u></u>

See accompanying notes to the basic financial statements

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 1-REPORTING ENTITY AND BASIS OF ACCOUNTING

A. *Reporting Entity*

The City of Milford (“The City”) is a charter City operating under the laws of the State of Ohio. The City was originally incorporated as the Village of Milford in 1836. Milford’s name is attributed to the principal industry of that time period, milling. Milford became a City after the 1980 census.

The City operates under a Council-Manager form of government. All legislative power of the Municipality is vested in a seven member elected Council and the administrative power of the Municipal Government is vested in a Manager appointed by the Council. The Manager is the chief executive and administrative officer of the City. The Council selects, from its own members, a Mayor and a Vice Mayor. The Mayor is the ceremonial and representative head of the Municipality, but exercises no administrative authority. The Finance Director is appointed by the Manager and confirmed by a majority vote of the Council.

A reporting entity is comprised of the primary government, component units and other organizations that are included to ensure that the financial statements are not misleading. The primary government of the City consists of all funds, departments, boards and agencies that are not legally separate from the City. To provide necessary services to its citizens, the City of Milford is divided into departments and financial management and control systems. Departments providing services include a police force, a street maintenance and repair force, a parks and recreation system, a sewer department, a water system, a stormwater system, an income tax department and a staff to provide essential support to these service providers. The operation and control of these activities is provided by the City Council through the budgetary process and by the administration of the City Manager. All are responsible to the citizens of Milford and are included as part of the reporting entity.

Component units are legally separate organizations for which the City is financially accountable. The City is financially accountable for an organization if the City appoints a voting majority of the organization’s governing board and (1) the City is able to significantly influence the programs or services performed or provided by the organization; or (2) the City is legally entitled to or can otherwise access the organization’s resources; (3) the City is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; (4) or the City is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the City in that the City approves the organization’s budget, the issuance of its debt or the levying of its taxes. The City has no component units.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 1-REPORTING ENTITY AND BASIS OF ACCOUNTING (CONTINUED)

The Milford Exempted Village School District and Milford Community Fire Department have been excluded from the City's financial statements because the City is not financially accountable for these organizations nor are the entities fiscally dependent on the City.

The City is associated with four jointly governed organizations: The Center for Local Government, the Ohio-Kentucky-Indiana Regional Council of Governments, City of Milford-Union Township Joint Economic Development District and Clermont County Transportation Improvement District, which are presented in Note 14 to the basic financial statements.

B. Basis of Presentation – Fund Accounting

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. The effect of inter-fund activity has been removed from these statements. Taxes and intergovernmental revenues normally support governmental activities. *Business type activities* are supported by charges for services.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

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

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The City's accounting policies are described as follows.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

A. Measurement Focus Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the enterprise fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within thirty-one days of the end of the current fiscal period. Expenditures generally are recorded when a liability is expected to be liquidated with expendable, available resources. However, debt service expenditures, as well as compensated absences, are recorded only when payment is due.

Property taxes, income taxes, licenses, state shared revenues, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered measurable and available only when the City receives cash.

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. The City employs the use of three categories of funds: governmental, enterprise, and fiduciary.

Governmental Funds

Governmental funds are those through which most governmental functions typically are financed. Governmental funds reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose of 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.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The City reports the following major governmental funds:

General Fund

The general fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Fire/EMS Levy Special Revenue Fund

The Fire/EMS levy fund accounts for collection of the City's Fire and EMS levies. The proceeds are collected by the City and the City contracts with the Milford Community Fire Department for safety services. The services were split in prior years but the City has decided in fiscal year 2012 to report them in a new fund.

Debt Service Fund

The debt service fund accounts for the City's payment in lieu of taxes revenue and general obligation specific property tax revenue. The City also makes all general obligation bond payments from this fund.

The City reports the following major enterprise funds:

Water Fund

To account for activities of the City's water system.

Wastewater Fund

To account for the activities of the City's wastewater system.

Stormwater Management Fund

To account for the activities of the City's stormwater management system.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Additionally, the City reports the following fund types:

Fiduciary Funds:

Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into four classifications: private purpose trust funds, pension trust funds, investment trust funds and agency funds. The City maintains three fiduciary agency funds. The City's agency funds are custodial in nature (assets equal liabilities) and do not involve the measurement of results of operations. The City is serving as fiscal agent for the Joint Economic Development District between Union Township and the City. These monies are maintained in an agency fund until distributed to the two governments. The City also maintains a Mayor's Court agency fund, which accounts for funds that flow through the municipal court office. Another agency fund is the Special Deposit fund that is similar to unclaimed funds.

Enterprise funds distinguish *operating* revenues and expenses from *non-operating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with an enterprise fund's principal ongoing operations. The principal operating revenues of the City's enterprise funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

B. *Cash and Cash Equivalents*

To improve cash management, cash received by the City, except cash in segregated accounts, is pooled. Monies for all funds, including enterprise 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. The City's Municipal Court has its own checking account for collection and distribution of court fines and forfeitures and the JEDD agency fund receives and disburses income tax revenue through a separate checking account both of which are presented on the fiduciary statement of net position as "Cash and Cash Equivalents in Segregated Accounts."

During 2013, investments were limited to U.S. Governmental Agency Obligations, U.S. Treasury Notes, Money Market Mutual funds and STAR Ohio. Investments are reported at fair value which is based on quoted market prices. The fair value of open-end mutual funds is based on the current share price.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

STAR Ohio is an investment pool managed by the State Treasurer’s Office which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio’s share price which is the price the investment could be sold for on December 31, 2013.

For purposes of the statement of cash flows, investments with original maturities of three months or less, and funds within the cash management pool, are considered to be cash and cash equivalents.

Interest income is distributed to the funds according to ordinance as directed by the City’s charter. Interest revenue credited to the general fund during 2013 amounted to \$17,547, which includes \$3,996 assigned from other funds. The fire/EMS levy special revenue, debt service, street construction, state highway, cemetery and permissive tax special revenue funds, water enterprise, wastewater enterprise, and stormwater enterprise funds also received interest of \$1,143; \$91; \$370; \$220; \$687; \$627; \$4,794; \$9,917; and \$3,105 respectively.

C. *Capital Assets and Depreciation*

The accounting and reporting treatment applied to capital assets is determined by the ultimate use:

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$500 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value on the date of donation.

Depreciation has been provided using the straight-line method over the following estimated useful lives:

<u>Description</u>	<u>Estimated Lives (Years)</u>
Improvement other than Buildings	15 - 50
Machinery, Equipment, Furniture and Fixtures	4 – 15
Plant (Water and Wastewater)	40
Sewer and Water Lines	40

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The City has elected to not report major general infrastructure assets retroactively which is allowed by GASB Statement No. 34 paragraph 148. The City felt with limited staff time to research the infrastructure maintained by the City the retroactive reporting would not be cost beneficial.

D. Capitalization of Interest

Interest is capitalized on enterprise fund assets acquired with tax-exempt debt. The City's policy is to capitalize net interest on construction projects until substantial completion of the project. The amount of capitalized interest equals the difference between the interest cost associated with the tax-exempt borrowing used to finance the project from the date of borrowing until the completion of the project and the interest earned from temporary investment of the debt proceeds over the same period. Capitalized interest is amortized on the straight-line basis over the estimated useful life of the asset. For 2013, no net interest expense was incurred on enterprise fund construction projects.

E. Compensated Absences

Vacation benefits and personal leave 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. The City records a liability for accumulated, unused vacation time when earned for all employees.

Sick leave benefits are accrued as a liability using the vesting method. The liability includes the employees who are currently eligible to receive termination benefits and those the City has identified as probable of receiving payment in the future. The amount is based on accumulated sick leave and employees' wage rates at year-end, taking into consideration any limits specified in the City's termination policy. The City records a liability for accumulated, unused sick leave for employees after ten years of current service.

For governmental funds, the current portion of unpaid compensated absences is the amount normally due for payment during the current year. These amounts are reported in governmental funds only if they have matured, for example, as a result of employee resignations or retirements. The entire liability is reported on the government-wide statements. In enterprise funds, the entire amount of unpaid compensated absences is reported as a fund liability.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. *Accrued Liabilities and Other Long-Term Obligations*

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements.

In general, payables and accrued liabilities that will be paid from governmental funds are reported on the governmental fund financial statements regardless of whether they will be liquidated with current resources. However, capital leases, compensated absences and general obligation bonds payable that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they will be expected to be liquidated with expendable, available financial resources. The City reports a liability for the required reserve shortage from the Center for Local Government insurance pool. The claims liability is the calculated share allocated to the City by the Center for Local Government. In general, payments made within thirty-one days after year-end are considered to have been made with current available financial resources. Long-term debt and other obligations financed by enterprise funds are reported as liabilities in the appropriate enterprise fund.

G. *Fund Balance*

The City reports the following categories of fund balance:

- Nonspendable fund balance relates to the value of consumable inventories, prepaids or unclaimed funds. The City does not report this classification.

- Restricted fund balances related to grants, other restricted revenue sources like state shared revenues or charges for specific services are reported as restricted in the fund receiving those resources.

- Assigned fund balances are balances for which the City administration has specified the future use such as encumbrances.

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

The City applies restricted resources first then assigned resources when expenditures are incurred for purposes for which either restricted, assigned or unassigned amounts are available.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

H. Interfund Transactions

During the course of normal operations, the City has numerous transactions between funds. Interfund transactions are generally classified as follows:

Transfers are reported as “Other Financing Sources and Uses” in the governmental funds, as “Transfers In” by the recipient fund and “Transfers Out” by the disbursing fund on the fund financial statements. These transfers are consolidated within the governmental and business-type activities columns, and also from the “total” column on the statement of activities. Transactions that would be treated as revenues and expenditures if the transactions involved organizations external to the City are similarly treated when involving other funds of the City.

I. Net Position

Net position represents the difference between assets and liabilities in the statement of net position. Net position of net investment in capital assets is calculated, net of accumulated depreciation and reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. None of the City’s \$1,777,707 restricted net position is restricted by enabling legislation.

J. Deferred Inflows of Resources

Deferred inflows of resources 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, 2013, but which were levied to finance fiscal year 2013 operations, have been recorded as deferred inflows of resources. Payment in lieu of taxes, grants and entitlements received before the eligibility requirements are met are also recorded as deferred inflows of resources.

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

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

K. Exchange/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 year in which the resources are measurable and become available. Available means that the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year.

Non-exchange transactions, in which the City receives value without directly giving equal value in return, include income taxes, property taxes, grants, entitlements and donations. On an accrual basis, revenue from income tax is recognized in the year the income was earned; property taxes are recognized in the year for which the taxes are levied (See Note 4). 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 specified 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 non-exchange transactions must also be available before it can be recognized.

L. Estimates

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

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

M. Reconciliation of Government-Wide and Fund Financial Statements

The governmental fund balance sheet includes a reconciliation between *fund balance - total governmental funds* and *net position - governmental activities* as reported in the government-wide statement of net position. One element of that reconciliation explains that “long-term liabilities, including bonds payable are not due and payable in the current period and therefore are not reported in the funds.” The details of this (\$2,358,081) difference are as follows:

General Obligation Bonds	(\$2,035,000)
Premium on General Obligations Bonds	(29,964)
Capital Leases Payable	(17,288)
Accrued Interest Payable	(11,131)
Compensated Absences	<u>(264,698)</u>
Net Adjustment to reduce <i>fund balance - total governmental funds</i> to arrive at <i>net position - governmental activities</i>	<u><u>(\$2,358,081)</u></u>

Another element of that reconciliation explains that “capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.” The details of \$6,028,363 difference are as follows:

Capital Assets	\$10,416,564
Accumulated Depreciation	<u>(4,388,201)</u>
Net Adjustment to increase <i>fund balance - total governmental funds</i> to arrive at <i>net position - governmental activities</i>	<u><u>\$6,028,363</u></u>

The governmental statement of revenues, expenditures and changes in fund balance includes a reconciliation between *net change in fund balance – total governmental funds* and *change in net position of governmental activities* as reported in the government wide statement of position.

One element of that reconciliation states that “Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.” The details of this \$9,156 are as follows:

Current Capital Additions	\$373,685
Current Deletions	(61,445)
Depreciation Expense	(364,529)
Accumulated Depreciation Removed	<u>61,445</u>
Net Adjustment - capital assets to increase <i>fund balance - total governmental funds</i> to arrive at <i>net position - governmental activities</i>	<u><u>\$9,156</u></u>

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Another element of that reconciliation states that “The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction however, has any affect of net position. This amount is the net effect of these differences in the treatment of long-term debt and related items.” The details of this \$292,128 are as follows:

Principal paid on Long Term Debt	\$305,000
Inception of Capital Lease	(17,556)
Principal paid on Capital Leases Payable	268
Amortization of Bond Premium Cost	3,526
Change in Interest Payable	890
Net Adjustment - current financial resources focus to increase <i>fund balance – total governmental funds</i> to arrive at <i>net position – governmental activities</i>	\$292,128

NOTE 3 - DEPOSITS AND INVESTMENTS

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

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

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

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

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 3 - DEPOSITS AND INVESTMENTS (CONTINUED)

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.

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 division (1) or (2) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions; and
6. The State Treasurer's investment pool (STAR Ohio).

The City may also invest any monies not required to be used for a period of six months or more in the following:

1. Bonds of the State of Ohio;

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 3 - DEPOSITS AND INVESTMENTS (CONTINUED)

2. Bonds of any municipal corporation, village, county, township, or other political subdivision of this State, as to which there is no default of principal, interest or coupons; and
3. Obligations of the City.

Investments in stripped principal or interest obligations, reverse repurchase agreements and derivatives are prohibited. The issuance of tax exempt 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 qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

Deposits

Custodial credit risk for deposits is the risk that in the event of bank failure, the City's deposits may not be returned to it. The City has no deposit policy for custodial risk beyond the requirements of State statute. Ohio law requires that deposits be either insured or be protected by eligible securities pledged to and deposited either with the City or a qualified trustee by the financial institution as security for repayment, or by a collateral pool of eligible securities deposited with a qualified trustee and pledged to secure the repayment of all public monies deposited in the financial institution whose market value at all times shall be at least one hundred five percent of the deposits being secured. At fiscal year-end, the carrying value of the City's deposits was \$779,420 and the bank balance was \$819,116. \$495,000 of the City's deposits was insured by federal depository insurance. The remaining \$324,116 of the City's \$819,116 was collateralized with securities held by the pledging financial institution's trust department or agent in the manner described above.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 3 - DEPOSITS AND INVESTMENTS (CONTINUED)

Investments

As of December 31, 2013, the City had the following investments.

	<u>Carrying and Fair Value</u>	<u>Less Than One Year</u>	<u>More Than One Year</u>
Federal National Mortgage Association Bonds	\$1,942,675	\$0	\$1,942,675
Federal Home Loan Bank Bonds	5,585,208	4,988,807	596,401
Federal Home Loan Mortgage Corporation Bonds	1,270,380	589,321	681,059
U.S. Treasury Bill	135,069	135,069	0
Money Market Mutual Fund	577,556	577,556	0
Total Investments	<u>\$9,510,888</u>	<u>\$6,290,753</u>	<u>\$3,220,135</u>

Interest Rate Risk - The City has no investment policy that addresses interest rate risk. State statute requires that an investment mature within five years from the date of purchase, unless matched to a specific obligation or debt of the City, and that an investment must be purchased with the expectation that it will be held to maturity.

Credit Risk - The Federal National Mortgage Association Bonds, Federal Home Loan Bank Bonds and Federal Home Loan Mortgage Corporation Bonds carry a rating of A-1+ and Aaa/AAA and P-1/A-1 respectively. The City has no investment policy that would further limit its investment choices.

Custodial Credit Risk - For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Federal National Mortgage Association Bonds, Federal Home Loan Bank Bonds and Federal Home Loan Mortgage Corporation Bonds are held in the City's name. The City has no investment policy dealing with investment custodial risk beyond the requirement in state statute that prohibits payment for investments prior to the delivery of the securities representing such investments to the treasurer or qualified trustee.

Concentration of Credit Risk - The City places no limit on the amount it may invest in any one issuer. The City's investment in Federal National Mortgage Association Bonds represents 20.43% of the City's total investments, Federal Home Loan Bank Bonds represents 58.72% of the City's total investments and Federal Home Loan Mortgage Corporation Bonds represents 13.36% of the City's total investments. The City's investment in U.S Treasury Bills represents 1.42% of the City's total investments. The City's investment in money market mutual funds Cash Portfolio Fund represents 6.07% of the City's total investments.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 3 - DEPOSITS AND INVESTMENTS (CONTINUED)

A reconciliation between classifications of cash and cash equivalents and investments on the basic financial statements and the classification of deposits and investments presented above per GASB Statement No. 3 is as follows:

	<u>Cash and Cash Equivalents</u>	<u>Investments</u>
Cash and Cash Equivalents – Financial Statements	\$10,290,308	\$0
Investments:		
Federal National Mortgage Association Bonds	(1,942,675)	1,942,675
Federal Home Loan Bank Bonds	(5,585,208)	5,585,208
Federal Home Loan Mortgage Corporation Bonds	(1,270,380)	1,270,380
U.S. Treasury Bills	(135,069)	135,069
Money Market Mutual Fund	(577,556)	577,556
GASB Statement No. 3	<u>\$779,420</u>	<u>\$9,510,888</u>

NOTE 4 - PROPERTY TAXES

Property taxes include amounts levied against all real, public utility, and tangible personal property located in the City. Property tax revenue received during 2013 for real and public utility property taxes represents collections of 2012 taxes. Property tax payments received during 2013 for tangible personal property (other than public utility property) are for 2013 taxes.

2013 real property taxes are levied after October 1, 2013 on the assessed value as of January 1, 2013 the lien date. Assessed values are established by State law at 35 percent of appraised market value. 2013 real property taxes are collected in and intended to finance 2014.

Public utility tangible personal property currently is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2013 public utility property taxes became a lien December 31, 2012, are levied after October 1, 2013, and are collected in 2014 with real property taxes.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 4 - PROPERTY TAXES (CONTINUED)

The full tax rate for all City operations for the year ended December 31, 2013, was \$3.00 per \$1,000 of assessed value for inside millage. Additionally, voted levies were \$10.50 per \$1,000 of assessed value for fire and emergency medical service. The assessed values of real and tangible personal property upon which 2013 property tax receipts were based are as follows:

Category (Clermont County Only)	Assessed Value
Real Property	\$138,214,880
Public Utility Tangible Personal Property	7,600,240
Total Property Tax	\$145,815,120

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.

Tangible personal property taxes paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semi-annually. If paid annually, payment is due April 30; if paid semi-annually, the first payment is due April 30, with the remainder payable at September 20.

The County Treasurer collects property taxes on behalf of all taxing districts in the County, including the City of Milford. The County Auditor periodically remits to the City its portion of the taxes. Property taxes receivable represents real and tangible personal property taxes, public utility taxes and outstanding delinquencies which are measurable as of December 31, 2013, 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 are they intended to finance 2013 operations. The receivable is offset by unearned revenue.

NOTE 5 - INCOME TAX

The City levies a municipal income tax of 1.0% on substantially all income earned within the City. In addition, the residents of the City are required to pay income tax on income earned outside of the City. Employers within the City are required to withhold income tax on employee compensation and remit the tax to the City either monthly or quarterly. Corporations and other individual taxpayers are required to pay their estimated tax quarterly and file a declaration annually.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 5 - INCOME TAX (CONTINUED)

Income tax proceeds are to be used to pay the cost of administering the tax. After these costs are recovered the proceeds are allocated to the General Fund, the Debt Service Fund and the Capital Improvement Capital Projects Fund. Income tax revenue (net of refunds) for 2013 was \$3,125,640.

NOTE 6 - RECEIVABLES

Receivables at December 31, 2013, consisted primarily of property taxes, income taxes, accounts, interfund, interest on investments, and intergovernmental receivables arising from grants, entitlements and shared revenues. All receivables are considered fully collectible.

A summary of intergovernmental receivables follows:

<u>Fund/Description</u>	<u>Amount</u>
<u>MAJOR FUNDS</u>	
<i>General Fund:</i>	
Local Government	\$85,943
Homestead/Rollback	20,066
Local Governments – Reimbursements	488
Total General Fund	<u>106,497</u>
<i>Fire/EMS Levy</i>	
Homestead/Rollback	<u>70,512</u>
<i>Water Fund</i>	
OPWC Grant	<u>43,168</u>
<u>NONMAJOR FUNDS</u>	
<i>Street Fund</i>	
Gasoline Excise Tax	106,237
Motor Vehicle License Tax	27,093
Total Street Fund	<u>133,330</u>
<i>State Highway Fund</i>	
Gasoline Excise Tax	8,615
Motor Vehicle License Tax	2,195
Total State Highway Fund	<u>10,810</u>
<i>Permissive Motor Vehicle License Fund</i>	
Permissive Tax	<u>37,052</u>
Total All Funds	<u>\$401,369</u>

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 7 – CAPITAL ASSETS

	Balance 12/31/12	Increases	Decreases	Balance 12/31/13
Governmental Activities:				
Capital Assets, not being depreciated:				
Land	\$1,874,087	\$212,462	\$0	\$2,086,549
Construction in Progress	61,364	0	0	61,364
Total capital assets, not being depreciated	<u>1,935,451</u>	<u>212,462</u>	<u>0</u>	<u>2,147,913</u>
Capital Assets, being depreciated:				
Buildings	4,013,720	0	0	4,013,720
Improvements other than Buildings	1,474,286	0	0	1,474,286
Vehicles, Furniture and Equipment	2,680,867	161,223	(61,445)	2,780,645
Total capital assets being depreciated	<u>8,168,873</u>	<u>161,223</u>	<u>(61,445)</u>	<u>8,268,651</u>
Less Accumulated Depreciation For:				
Buildings	(2,060,586)	(129,111)	0	(2,189,697)
Improvements other than Buildings	(346,107)	(37,760)	0	(383,867)
Vehicles, Furniture and Equipment	(1,678,424)	(197,658)	61,445	(1,814,637)
Total Accumulated Depreciation	<u>(4,085,117)</u>	<u>(364,529)</u>	<u>61,445</u>	<u>(4,388,201)</u>
Total capital assets, being depreciated, net	<u>4,083,756</u>	<u>(203,306)</u>	<u>0</u>	<u>3,880,450</u>
Governmental Activities - Capital Assets, Net	<u>\$6,019,207</u>	<u>\$9,156</u>	<u>\$0</u>	<u>\$6,028,363</u>

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 7 – CAPITAL ASSETS (CONTINUED)

	Balance 12/31/12	Increases	Decreases	Balance 12/31/13
Business Type Activities				
Capital Assets, not being depreciated				
Land	\$328,914	\$0	\$0	\$328,914
Construction in Progress	136,881	0	(136,881)	0
Total capital assets, not being depreciated	<u>465,795</u>	<u>0</u>	<u>(136,881)</u>	<u>328,914</u>
Capital Assets, being depreciated				
Improvements other than Buildings	11,653,183	578,505	0	12,231,688
Plant	6,182,808	0	0	6,182,808
Machinery and Equipment	1,362,762	25,609	0	1,388,371
Sewer and Water Lines	7,056,044	0	0	7,056,044
Total capital assets, being depreciated	<u>26,254,797</u>	<u>604,114</u>	<u>0</u>	<u>26,858,911</u>
Less Accumulated Depreciation For:				
Improvements other than Buildings	(2,429,509)	(334,392)	0	(2,763,901)
Plant	(3,676,377)	(167,069)	0	(3,843,446)
Machinery and Equipment	(741,229)	(68,805)	0	(810,034)
Sewer and Water Lines	(3,862,457)	(136,464)	0	(3,998,921)
Total Accumulated Depreciation	<u>(10,709,572)</u>	<u>(706,730)</u>	<u>0</u>	<u>(11,416,302)</u>
Total capital assets, being depreciated, net	<u>15,545,225</u>	<u>(102,616)</u>	<u>0</u>	<u>15,442,609</u>
Business Type Activities - Capital Assets, Net	<u>\$16,011,020</u>	<u>(\$102,616)</u>	<u>(\$136,881)</u>	<u>\$15,771,523</u>

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 7 – CAPITAL ASSETS (CONTINUED)

Depreciation expense was charged to governmental and business-type functions as follows:

Governmental Activities:	
Security of Persons and Property	\$131,863
Public Health and Welfare	10,338
Leisure Time Activities	24,984
Transportation	70,316
General Government	127,028
Total Depreciation Expense - governmental activities	<u>\$364,529</u>
 Business Type Activities:	
Water	\$199,629
Wastewater	406,522
Stormwater Management	100,579
Total Depreciation Expense – business-type activities	<u>\$706,730</u>

NOTE 8 - DEFINED BENEFIT PENSION PLANS

Public Employees Retirement System

The City contributes to the Public Employees Retirement System of Ohio (PERS), a cost-sharing multiple-employer public employee retirement system administered by the Public Employees Retirement Board. PERS provides basic retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 145 of the Ohio Revised Code. PERS issues a stand-alone financial report that may be obtained by writing to the Public Employees Retirement System, 277 East Town Street, Columbus, Ohio 43215-4642, or by calling (614) 466-8025 or 1-800-222- PERS (7377).

PERS administers three separate pension plans as described below:

- The Traditional Pension Plan (TP) – a cost-sharing multiple-employer defined benefit pension plan
- The Member-Directed Plan (MD) – 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 member and (vested) employer contributions plus any investment earnings thereon.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 8 - DEFINED BENEFIT PENSION PLANS (CONTINUED)

- The Combined Plan (CO) – a cost-sharing multiple-employer defined benefit pension plan. Under the Combined Plan employer contributions are invested by the retirement system to provide a formula retirement benefit similar in nature to the Traditional Plan benefit. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the Member-Directed Plan.

The Ohio Revised Code provides statutory authority for employee and employer contributions. The employee contribution rate is 10%. The employer contribution rate was 14% for 2013 with 13% used to fund the health care fund. The contribution requirements of plan members and the City are established and may be amended by the Public Employees Retirement Board. The City's contributions to the OPERS for the years ending December 31, 2013, 2012, and 2011 were \$174,505, \$172,132, and \$158,972, respectively, 86 percent has been contributed for fiscal year 2013 and 100 has been contributed for fiscal years 2012 and 2011.

Ohio Police and Fire Pension Fund

The City contributes to the Ohio Police and Fire Pension Fund (Fund), a cost-sharing multiple-employer defined benefit pension plan. The Fund 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 by Chapter 742 of the Ohio Revised Code. The Fund issues a publicly available financial report that includes financial statements and required supplementary information for the Fund. That report may be obtained by writing to the Police and Firemen's Disability and Pension Fund of Ohio, 140 East Town Street, Columbus, Ohio 43215-5164.

Plan members are required to contribute 10 percent from January 1, 2013 to June 30, 2013 and 10.75 percent from July 1, 2013 to December 31, 2013 of their annual covered salary to fund pension obligations and the City is required to contribute 19.5 for police officers. Contributions are authorized by State statute. The City's required contributions to the Fund for the years ended December 31, 2013, 2012, and 2011 were \$159,184, \$135,766, and \$124,466, respectively. The full amount has been contributed for 2012 and 2011. 95 percent has been contributed for 2013 with the remainder being reported as a liability within the respective funds.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 9- POST EMPLOYMENT BENEFITS

Public Employees Retirement System (OPERS)

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

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

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

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

Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2013, state and local employers contributed at a rate of 14% of covered payroll, and public safety and law enforcement employers contributed at 18.10%. The Ohio Revised Code currently limits the employer contribution to a rate not to exceed 14% of covered payroll for state and local employer units and 18.1% of covered payroll for law and public safety employer units. Active members do not make contributions to the OPEB plan.

OPERS' Post Employment Health Care plan was established under, and is administrated in accordance with, Internal Revenue Code 401(h). Each year, the OPERS Retirement Board determines the portion of the employer contribution rate that will be set aside for funding of post employment health care benefits. The portion of employer contributions allocated to the health care plan was 1% for 2013. The OPERS Retirement Board is also authorized to establish rules for the payment of a portion of the health care benefits provided, by the retiree or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected. The City's actual contributions for 2013, 2012, and 2011 that were used to fund OPEB were \$11,462, \$86,090, and \$63,063, respectively; 86 percent has been contributed for fiscal year 2013 and 100 percent has been contributed for fiscal years 2012 and 2011.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 9 - POST EMPLOYMENT BENEFITS (CONTINUED)

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

Ohio Police and Fire Pension Fund

The City contributes to the Ohio Police and Fire Pension Fund (OP&F) sponsored health care program, a cost-sharing multiple-employer defined benefit postemployment health care plan administered by OP&F. O&F provides healthcare benefits including coverage for medical, prescription drug, dental, vision, Medicare Part B Premium and long term care to retirees, qualifying benefit recipients and their eligible dependents.

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

The Ohio Revised Code allows, but does not mandate OP&F to provide OPEB benefits. Authority for the OP&F Board of Trustees to provide health care coverage to eligible participants and to establish and amend benefits are codified in Chapter 742 of the Ohio Revised Code. OP&F maintains funds for health care in two separate accounts. One for health care benefits under IRS Code Section 115 trust and one for Medicare Part B reimbursements administered as an Internal Revenue Code 401(h) account, both of which are within the defined benefit pension plan, under the authority granted by the Ohio Revised Code to the OP&F Board of Trustees.

The Board of Trustees is authorized to allocate a portion of the total employer contribution made into the pension plan to the Section 115 trust and the Section 401(h) account as the employer contribution for retiree health care benefits. For the year ended December 31, 2013, the employer contribution allocated to the health care plan was 6.75% of covered amount. The amount of the employer contributions allocated to the health care plan each year is subject to the Trustees' primary responsibility to ensure that pension benefits are adequately funded and is limited by the provision of Section 115 and 401(h).

The OP&F Board of Trustees also is authorized to establish requirements for contributions to the health care plan by retirees and their eligible dependents, or their surviving beneficiaries. Payment amounts vary depending on the number of dependents and the coverage selected. The City's contributions for December 31, 2013, 2012, and 2011 were \$76,962, \$71,877, and \$65,894 respectively. The full amount has been contributed for 2012 and 2011. 95 percent has been contributed for 2013 with the remainder being reported as a liability within the respective funds.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 10 - EMPLOYEE BENEFITS

Compensated Absences

Accumulated Unpaid Vacation

Full time City employees earn vacation leave at varying rates based upon length of service. Upon departure from City employment, an employee (or his estate) will be paid for unused vacation leave. For the City as a whole, the total obligation for vacation accrual amounted to \$193,980.

Accumulated Unpaid Sick Leave

Full time City employees earn sick leave at the rate of 3.70 hours per eighty hours of service. Sick leave is cumulative without limit. In the case of retirement, employees with ten (10) or more years of service will be paid twenty-five percent (25%) of accrued but unused sick leave, up to a maximum of 240 hours. For the City as a whole, the total obligation for sick leave accrual amounted to \$86,200.

Accumulated Unpaid Personal Leave

All full time City employees receive two personal days in January, except police officers and police clerks who receive 36 hours and 30 hours, respectively, on July 1 of each year. All full-time employees can earn up to three (3) additional personal days for each 120 consecutive days worked without using sick leave. Personal leave can be carried over from year to year up to the following maximum hours allowed:

	<u>Maximum Personal time Allowed</u>
Exempt Employees	40 hours
AFSCME Employees	48 hours
Police Personnel and Clerks	60 hours

For the City as a whole, the total obligation for personal leave accrual amounted to \$24,513.

Insurance Benefits

Full time employees are provided health, dental, and life insurance. The City elected to provide employee medical and hospitalization benefits through the Center for Local Government Benefit Pool (CLGBP) OME-RESA for health insurance during 2013. All employees share the cost of the monthly premium with the City. The City provided life insurance and AD&D insurance to Mutual of Omaha. Dental insurance is provided by the City through Dental Care Plus. In addition, the City provides Health Reimbursement Accounts for all full time employees based on their medical coverage election. The annual reimbursement for Single Coverage is \$1,000 and the annual reimbursement for all other elections is \$2,000.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 11 - RISK MANAGEMENT

For 2013, the City contracted with GAU, Inc. for general commercial coverage. The City had a general aggregate limit of \$3,000,000; personal injury limit of \$1,000,000.

Settled claims have not exceeded the City's coverage in any of the past three years. There was no significant decline in the level of coverage from the prior year. Performance bonds for employees are protected by the Ohio Casualty Insurance Company and range from \$10,000 to \$100,000 with specific bonds for the Finance Director, Tax Commissioner and City Manager.

The City pays the State Workers' Compensation System a premium based on a rate per \$100 of Salaries. This rate is calculated based on accident history and administrative cost. The rate for 2013 paid in 2014 was .033868.

NOTE 12 - LONG-TERM OBLIGATIONS

Issue Date	Interest Rate	Description	December 31, 2012	Additions	Reductions	December 31, 2013	Due Within One Year
Governmental activities:							
Bonds payable:							
General Obligation Bonds:							
2004	2.80% - 4.30%	Beechwood Connector	\$270,000	\$0	\$130,000	\$140,000	\$140,000
2007		Refunded Capital Facility	1,475,000	0	85,000	1,390,000	90,000
1997	4.90% - 6.25%	Milford Parkway	285,000	0	50,000	235,000	55,000
1999	4.50% - 5.20%	Firehouse/Trailer Park	310,000	0	40,000	270,000	40,000
		Total Bonds Payable	2,340,000	0	305,000	2,035,000	325,000
2007		Premium on Refunded GO Bonds	33,490	0	3,526	29,964	0
		Net Bonds Payable	2,373,490	0	308,526	2,064,964	325,000
		Capital leases	0	17,556	268	17,288	3,274
		Compensated absences	237,679	200,888	173,869	264,698	129,300
		Total Governmental Activities	2,611,169	218,444	482,663	2,346,950	457,574
Business – Type Activities:							
2005	0.90%	OWDA Loans	1,626,427	0	101,746	1,524,681	102,664
2007	2.00%	OWDA Loans	1,120,618	0	60,075	1,060,543	61,282
2008	1.00%	OWDA Loans	343,345	0	19,239	324,106	19,432
2010	1.00%	OWDA Loans	425,954	0	21,711	404,243	21,929
2010	0.00%	OWDA Loans	119,495	0	6,828	112,667	6,828
2003	0.00%	OPWC Loans	19,754	0	13,169	6,585	6,585
2004	0.00%	OPWC Loans	25,866	0	3,448	22,418	3,448
2006	0.00%	OPWC Loans	940,075	0	60,650	879,425	60,650
2009	0.00%	OPWC Loans	182,325	0	11,050	171,275	11,050
2010	0.00%	OPWC Loans	75,165	0	2,733	72,432	2,733
2010	0.00%	OPWC Loans	12,562	13,196	858	24,900	858
		Compensated absences	62,896	25,644	48,545	39,995	20,236
		Total Business – Type Activities	4,954,482	38,840	350,052	4,643,270	317,695
		All FUNDS	\$7,565,651	\$257,284	\$832,715	\$6,990,220	\$775,269

The unvoted general obligation bond issues will be paid through the Special Revenue Funds and Debt Service Fund from property taxes and income taxes. Compensated absences obligations were paid from the funds from which the employees' salaries are paid.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 12 - LONG-TERM OBLIGATIONS (CONTINUED)

In April 1997, \$775,000 general obligation bonds were issued for the City's share of construction of the Milford Parkway Development project. The debt will mature on December 1, 2017, and will be paid from income taxes. The City will credit the Debt Service Fund enough income tax revenue to satisfy the debt each year.

In April of 1999, general obligation bonds for improvements to the firehouse and purchase of a trailer park were issued in the amount of \$870,000. \$670,000 was issued for the firehouse and will be paid from the Fire and EMS Levy special revenue fund over the next 20 years. \$200,000 was issued for the trailer park purchase and was paid off in 2001.

In August 2004, the City issued \$910,000 for the Beechwood Road Connector. The bonds were issued with varying interest rates from 2.80% to 4.30% and will mature on August 1, 2014. The bonds will be retired from TIF funds and paid from the Debt Service Fund.

In September 2000, \$2,100,000 of general obligation bonds were issued for the Five Points Building project. In August 2007, the City refunded the remaining balance of \$1,555,000 through the issuance of \$1,640,000 of general obligations bonds, through the Ohio Capital Assets Financing Program, as a way to reduce the interest over the remaining term of the capital facility bonds and retire the bond anticipation note that was outstanding. The bonds were issued with varying interest rates from 4.25% to 5.75% and will mature on December 1, 2025. The bonds will be paid from the General Fund.

The City has also obtained the following loans from the Ohio Water Development Authority (OWDA) for the expansion and improvements of the City's water and wastewater treatment plants.

OWDA loan #4331 was approved in 2005 for a total of \$2,121,674 for the Wastewater Treatment Plant Improvement project. Repayment is scheduled over twenty years at a .90% interest rate with a final payment due July 2027. Payments are made from the Wastewater Fund's operating revenues.

OWDA loan #4795 was approved in 2007 for a total of \$1,349,311 for the Clearwell and Water Storage project. Repayment is scheduled over twenty years at a 2.00% interest rate with a final payment due July 2028. Payments are made from the Water Fund's operating revenues.

OWDA loan #4984 was approved in 2008 for a total of \$409,191 for the CSO Phase II-Garfield Force Main project. Repayment is scheduled over twenty years at a 1.00% interest rate with a final payment due July 2029. Payments are made from the Wastewater Fund's operating revenues.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 12 - LONG-TERM OBLIGATIONS (CONTINUED)

OWDA loan #5341 was approved in 2009 for a total of \$468,732 for the Garfield Avenue Force Main project. Repayment is scheduled over twenty years at a 1.00% interest rate with a final payment due July 2030. Payments are made from the Wastewater Fund's operating revenues.

OWDA loan #5370 was approved in 2009 for a total of \$136,565 for the Lime Silo Rehabilitation project. Repayment is scheduled over twenty years at a 0.00% interest rate with a final payment due January 2030. Payments are made from the Water Fund's operating revenues.

The City has also obtained the following non interest bearing loans from the Ohio Public Works Commission (OPWC) for the expansion and improvements of the City's water and wastewater treatment plants.

OPWC loan #CJ16E was approved in 2003 for a total of \$131,694 for the Miami Woods Lift Station Replacement project. Repayment is scheduled over ten years with a final payment due January 2014. Payments are made from the Wastewater Fund's operating revenues.

OPWC loan #CJ20F was approved in 2004 for a total of \$51,732 for the Edgecombe Tank Rehabilitation project. Repayment is scheduled over fifteen years with a final payment due January 2020. Payments are made from the Water Fund's operating revenues.

OPWC loan #CJ12G was approved in 2006 for a total of \$1,213,000 for the Wastewater Treatment Plant Repair and Replacement - Phase II project. Repayment is scheduled over twenty years with a final payment due January 2028. Payments are made from the Wastewater Fund's operating revenues.

OPWC loan #CJ09I was approved in 2009 for a total of \$221,000 for the Clearwell/WTP Storage project. Repayment is scheduled over twenty years with a final payment due January 2029. Payments are made from the Water Fund's operating revenues.

OPWC loan #CJ09L was approved in 2010 for a total of \$81,998 for the 54 Inch Combined Sewer Overflow project. Repayment is scheduled over thirty years with a final payment due January 2040. Payments are made from the Wastewater Fund's operating revenues.

OPWC loan #CJ04M was approved in 2010 for a total of \$25,758 for the Garfield Force Main project. Repayment is scheduled over thirty years with a final payment due January 2042. Payments are made from the Wastewater Fund's operating revenues.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 12 - LONG-TERM OBLIGATIONS (CONTINUED)

The City has pledged a portion of future water and wastewater revenues to repay the OWDA and OPWC loans through final maturity on each debt obligation. The amount of future pledged revenues from the Water Fund is \$1,539,191 and from the Wastewater Fund is \$3,400,773, which equal the outstanding principal and interest obligations on the related debt.

As of December 31, 2013, the City's overall legal debt margin (the ability to issue additional amounts of general obligation bonded debt) was \$13,999,411, and the unvoted legal debt margin was \$6,103,655.

A summary of the City's long-term debt funding requirements as of December 31, 2013 is represented in the following schedules. Principal, interest and total debt service is provided for General Obligation Bonds, Ohio Water Development Authority Loans, and Ohio Public Works Commission Loans.

Annual debt service requirements to maturity for General Obligation Bonds are as follows:

GOVERNMENTAL ACTIVITIES			
General Obligation Bonds			
<u>Years</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2014	\$325,000	\$97,948	\$422,948
2015	185,000	82,689	267,689
2016	200,000	73,288	273,288
2017	210,000	61,810	271,810
2018	160,000	49,563	209,563
2019-2023	670,000	150,925	820,925
2024-2025	285,000	19,350	304,350
	<u>\$2,035,000</u>	<u>\$535,573</u>	<u>\$2,570,573</u>

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 12 - LONG-TERM OBLIGATIONS (CONTINUED)

Annual debt service requirements to maturity for Ohio Water Development Authority Loans are as follows:

BUSINESS-TYPE ACTIVITIES

Ohio Water Development Authority Loans			
Years	Principal	Interest	Total
2014	\$212,135	\$41,578	\$253,713
2015	214,708	39,005	253,713
2016	217,317	36,396	253,713
2017	219,965	33,748	253,713
2018	222,651	31,062	253,713
2019-2023	1,154,940	113,625	1,268,565
2024-2028	1,111,833	40,576	1,152,409
2029-2030	72,691	699	73,390
Totals	<u>\$3,426,240</u>	<u>\$336,689</u>	<u>\$3,762,929</u>

Annual debt service requirements to maturity for Ohio Public Works Commission Loans are as follows:

BUSINESS-TYPE ACTIVITIES

Ohio Public Works Commission Loans			
Years	Principal	Interest	Total
2014	\$85,324	\$0	\$85,324
2015	78,740	0	78,740
2016	78,740	0	78,740
2017	78,740	0	78,740
2018	78,740	0	78,740
2019-2023	381,634	0	381,634
2024-2028	346,134	0	346,134
2029-2033	23,484	0	23,484
2034-2037	17,959	0	17,959
2038-2042	7,540	0	7,540
Totals	<u>\$1,177,035</u>	<u>\$0</u>	<u>\$1,177,035</u>

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 13 – INTERFUND TRANSACTIONS

Following is a summary of transfers in and out for all funds for 2013:

Fund	Transfers In	Transfers Out
MAJOR FUNDS		
General	\$0	\$203,150
Debt Retirement	153,150	0
Non-Major Governmental Funds	50,000	0
Total All Funds	<u>\$203,150</u>	<u>\$203,150</u>

The transfers out in the General fund to the nonmajor funds was related to covered costs associated with the cemetery activities for the City. The City also transferred additional funds into the debt retirement for the Clermont County TID obligation.

NOTE 14 – JOINTLY GOVERNED ORGANIZATIONS

The Center for Local Government, a jointly governed organization, was established to improve public service delivery by the cities, townships and villages in the Greater Cincinnati metropolitan area, especially among its member jurisdictions, through improved information exchange, cost reductions, shared resources, interjurisdictional collaboration, and new approaches to capital equipment and skills acquisition. The Board of Trustees consists of five members made up of elected representatives from the participating governments. The City does not have any financial interest in or responsibility for the Center. The City made no financial contribution during 2013. Information can be obtained from the Center by writing to Director of the Center for Local Government, 10945 Reed Hartman Highway, Suite 303, Cincinnati, Ohio 45242.

The Ohio-Kentucky-Indiana Regional Council of Governments (OKI), a jointly governed organization, was established to provide coordinated planning services to the appropriate federal, state and local governments, their political subdivisions, agencies, departments, instrumentalities, and special districts, in connection with the preparation and development of comprehensive and continuing regional transportation and development plans within the OKI Region. OKI members include Butler, Clermont and Warren Counties in Ohio, Boone, Campbell and Kenton Counties in Kentucky and Dearborn and Ohio Counties in Indiana. OKI also serves as an area wide review agency in conjunction with comprehensive planning within the OKI Region.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 14 – JOINTLY GOVERNED ORGANIZATIONS (CONTINUED)

OKI contracts periodically for local funds and other support with the governing board of each of the governments who are members of OKI or with such other persons as may be appropriate to provide such funds and support. The support is based on the population of the area represented. A Board of Trustees was created for conducting the activities of the OKI. This Board consists of one elected official of each City and municipal corporation, one individual selected by each City planning agency or commission and one person selected by each planning agency or commission of each municipal corporation located in each member City. This Board of Trustees then selects not more than ten residents of the OKI Region. The total membership of the Board of Trustees shall not exceed 100. Any member of OKI may withdraw its membership upon written notice to OKI to be effective two years after receipt of the notice by OKI. The City made no financial contribution during 2013. To obtain financial information, write to Director of Finance and Administration of the Ohio-Kentucky-Indiana Regional Council of Governments at 920 Pete Rose Way Suite 420, Cincinnati, Ohio, 45202.

In 2007, a Joint Economic Development District (JEDD) between the City of Milford and Union Township was approved by Union Township Trustees. It set aside 30 acres of prime land, zoned for business and commercial, to be serviced jointly as specified in the contract and marketed for commercial development. To date, the development in the JEDD area has proceeded at a strong pace. The prime project in the Ivy Point Development Project is Total Quality Logistics employing 1,000 people in the JEDD district. In 2012, a Joint Economic Development District (JEDD) between the City of Milford and Union Township was approved by Union Township Trustees. It encompassed the new Jungle Jim's areas along State Route 32.

Due to this JEDDs' location around the interchange of State Route 32 and the Interstate 275, additional commercial development is expected to continue at this location into the future. The deposits of income tax revenues for both JEDDs averaged over \$43,000 per month between both the City and Township. For more information related to the financial results of the JEDD please contact the City's Income Tax Department.

During 2010, the City joined the Clermont County Transportation Improvement District (TID). The TID is a body politic and corporate, created for the purpose of financing, constructing, maintaining, repairing, and operating selected transportation projects. The TID was specifically created pursuant to Chapter 5540 of the Ohio Revised Code, as amended. The TID was created by action of the Board of Clermont County Commissioners on June 21, 2006.

The TID contracts with local governments within Clermont County to assist in infrastructure projects. The City contracted with the TID in 2009 for a traffic study at the U.S 50/S.R.131 intersection. The City pledged \$175,000 to the TID in 2010 to pay for the study with payments through 2014. During 2013, the City paid \$25,000 to the TID for this work. Copies of the TID's financial report are on file at the Clermont County Board of County Commissioner's Office, 101 East Main Street, Third Floor, Batavia, Ohio, 45103.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 15 - CONTINGENT LIABILITIES

LITIGATION

The City is of the opinion that the ultimate disposition of claims and legal proceedings will not have a material effect, if any, on the financial condition of the City. The City had pending litigation as of December 31, 2013 but as of December 31, 2013 it was not determined if the litigation would be resolved and what financial impact, if any, there would be to the City.

STATE GRANTS

For the period January 1, 2013, to December 31, 2013, the City received State grants for specific purposes that are subject to review and audit by grantor agencies or their designee. Such audits could lead to a request for reimbursement to the grantor agency for expenditures disallowed under the terms of the grant. Based on prior experience, the City believes such disallowance, if any, would be immaterial.

NOTE 16 – CLAIMS PAYABLE

Medical/surgical, dental and vision insurance is offered to employees through a payroll deduction. Under this program, the Risk Management Fund provides coverage for up to a maximum of \$50,000 per covered person. The plan is offered to governmental entities state-wide through the Ohio Mid-Eastern Regional Education Service Agency (OME-RESA) in Steubenville, and administered by Self-Funded Plans, Inc. of Cleveland.

All funds of the City participate in the program and make payments to the Risk Management Fund based on actuarial estimates of the amounts needed to pay claims and actual amounts needed to pay fixed costs (premiums for stop-loss coverage and medical conversion and administrative fees and services). The OME-RESA's independent third-party administrator has actuarially determined that \$107,660 is a good and sufficient provision for incurred but not reported claims as of December 31, 2013. This amount is non-discounted and is based upon historical claims experience.

The claims liability of \$107,660 reported in the General fund at December 31, 2013, is based on an estimate provided by Self Funded Plans, Inc. (the third party administrator) and 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 unpaid claims costs, including estimates of costs relating to incurred but not reported claims, be accrued at the estimated ultimate cost of settling claims, changes in the fund's claims liability amount in 2013 were:

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 16 – CLAIMS PAYABLE (CONTINUED)

	<u>Claims Balance Beginning of Year</u>	<u>Claims and Changes in Claims Estimates</u>	<u>Claims Payments</u>	<u>Claims Balance at Year End</u>
2012	\$272,284	\$283,435	(\$399,839)	\$155,880
2013	155,880	374,253	(422,473)	107,660

NOTE 17 – FUND BALANCE ALLOCATION

The City has chosen to present the consolidated summary of fund balance classification on the financial statements. The detail of those fund balance classifications are outline below:

<u>Fund Balance</u>	<u>General</u>	<u>Fire/EMS Levy</u>	<u>Debt Service</u>	<u>Other Governmental</u>
Restricted:				
Debt Service	\$0	\$0	\$723,823	\$0
Public Safety	0	152,992	0	281,010
Cemetery Service	0	0	0	231,397
Public Works	0	0	0	86,361
Parks and Recreation	0	0	0	13,600
Capital Improvements	0	0	0	277,330
Assigned:				
Parks and Recreation	23,344	0	0	0
Encumbrances	11,194	0	0	0
Unassigned	3,329,463	0	0	0
Total Fund Balance	<u>\$3,364,001</u>	<u>\$152,992</u>	<u>\$723,823</u>	<u>\$889,698</u>

NOTE 18 – CAPITAL LEASES PAYABLE

The City entered into a capital lease for copiers totaling \$17,556. The terms of the one agreement provides an option to purchase the equipment. The leases meet the criteria of a capital lease as defined by Statement of Financial Accounting Standards No. 13, Accounting for Leases, which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee. Capital lease payments have been reclassified and are reflected as debt service expenditures in the governmental funds. These expenditures are reflected as program/function expenditures on a budgetary basis. Principal payments in fiscal year 2013 totaled \$268 and interest payments of \$52.

CITY OF MILFORD, OHIO
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2013

NOTE 18 – CAPITAL LEASES PAYABLE (CONTINUED)

The following is a schedule of the future minimum lease payments required under the capital leases and the present value of the minimum lease payments as of December 31, 2013:

Fiscal Year Ending June 30,	Governmental Activities
2014	\$3,840
2015	3,840
2016	3,840
2017	3,840
2018	3,520
Total	18,880
Less: Amount Representing Interest	(1,592)
Present Value of Net Minimum Lease Payments	\$17,288

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THE CITY OF MILFORD, OHIO
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
FOR THE YEAR ENDED DECEMBER 31, 2013

GENERAL FUND

	Budget		Actual	Variance
	Initial	Final		Postive (Negative)
Revenues:				
Property and Other Local Taxes	\$ 410,417	\$ 635,830	\$ 645,696	\$ 9,866
Income Taxes	2,870,000	2,970,000	2,969,039	(961)
Intergovernmental	189,150	294,550	292,735	(1,815)
Charges for Services	150,000	149,420	150,118	698
Licenses and Permits	70,000	71,380	70,163	(1,217)
Investment Earnings	14,000	14,000	14,436	436
Fines and Forfeitures	100,000	185,970	164,482	(21,488)
Other All Revenue	4,790	62,850	67,320	4,470
Total Revenue	3,808,357	4,384,000	4,373,989	(10,011)
Expenditures:				
Current:				
Security of Persons and Property:				
Police				
Personal Services	1,953,025	2,006,814	1,882,281	124,533
Other	403,024	403,783	378,884	24,899
Total Police	2,356,049	2,410,597	2,261,165	149,432
Building Inspection				
Personal Services	56,125	56,530	49,363	7,167
Other	7,866	7,844	7,239	605
Total Building Inspection	63,991	64,374	56,602	7,772
Total Security of Persons and Property	2,420,040	2,474,971	2,317,767	157,204
Public Health and Welfare Services:				
Health				
Other	28,530	28,530	28,524	6
Total Health	28,530	28,530	28,524	6
Grounds and Facilities				
Personal Services	214,125	214,501	209,560	4,941
Other	33,257	34,486	27,645	6,841
Total Grounds and Facilities	247,382	248,987	237,205	11,782
Total Public Health and Welfare	275,912	277,517	265,729	11,788
Transportation				
Public Works - Administration				
Other	381,439	381,504	362,684	18,820
Total Transportation	381,439	381,504	362,684	18,820
General Government				
Mayor's Court				
Personal Services	75,250	75,820	75,302	518
Other	21,887	21,624	21,827	(203)
Total Mayor's Court	97,137	97,444	97,129	315
City Council				
Personal Services	45,000	44,540	37,670	6,870
Other	45,633	46,123	37,609	8,514
Total City Council	90,633	90,663	75,279	15,384
Five Points Building				
Other	133,754	133,216	90,262	42,954
Total Five Points Building	133,754	133,216	90,262	42,954
Civil Defense				
Other	6,620	6,620	1,147	5,473
Total Civil Defense	6,620	6,620	1,147	5,473

(continued)

THE CITY OF MILFORD, OHIO
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
FOR THE YEAR ENDED DECEMBER 31, 2013

	GENERAL FUND			Variance Positive (Negative)
	Initial	Budget Final	Actual	
City Manager				
Personal Services	\$ 240,125	\$ 242,260	\$ 238,666	\$ 3,594
Other	94,472	93,413	333,942	(240,529)
Total City Manager	<u>334,597</u>	<u>335,673</u>	<u>572,608</u>	<u>(236,935)</u>
Law Director				
Personal Services	108,250	108,375	106,462	1,913
Other	10,700	10,700	3,161	7,539
Total Law Director	<u>118,950</u>	<u>119,075</u>	<u>109,623</u>	<u>9,452</u>
Department of Civil Service				
Personal Services	200	170	12	158
Other	2,480	2,510	921	1,589
Total Department of Civil Service	<u>2,680</u>	<u>2,680</u>	<u>933</u>	<u>1,747</u>
Finance and Accounting				
Personal Services	129,500	129,390	137,124	(7,734)
Other	47,141	48,592	42,684	5,908
Total Finance and Accounting	<u>176,641</u>	<u>177,982</u>	<u>179,808</u>	<u>(1,826)</u>
Administration				
Other	63,269	72,318	61,121	11,197
Total Administration	<u>63,269</u>	<u>72,318</u>	<u>61,121</u>	<u>11,197</u>
Engineering				
Personal Services	40,000	40,050	35,027	5,023
Other	9,730	9,710	670	9,040
Total Engineering	<u>49,730</u>	<u>49,760</u>	<u>35,697</u>	<u>14,063</u>
Development				
Personal Services	55,000	55,050	59,024	(3,974)
Other	19,767	19,775	13,827	5,948
Total Development	<u>74,767</u>	<u>74,825</u>	<u>72,851</u>	<u>1,974</u>
Income Tax				
Personal Services	76,125	76,510	71,428	5,082
Other	117,719	117,738	96,170	21,568
Total Income Tax	<u>193,844</u>	<u>194,248</u>	<u>167,598</u>	<u>26,650</u>
Total General Government	<u>1,342,623</u>	<u>1,354,504</u>	<u>1,464,056</u>	<u>(109,552)</u>
Intergovernmental	<u>60,000</u>	<u>60,000</u>	<u>25,851</u>	<u>34,149</u>
Total Expenditures	<u>4,480,014</u>	<u>4,548,496</u>	<u>4,436,087</u>	<u>112,409</u>
Excess of Revenues Over (Under) Expenditures	(671,657)	(164,496)	(62,098)	102,398 (continued)

THE CITY OF MILFORD, OHIO
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
FOR THE YEAR ENDED DECEMBER 31, 2013

	GENERAL FUND			Variance Positive (Negative)
	Initial	Budget Final	Actual	
<u>Other Financing Uses:</u>				
Income Tax Refunds	\$ (75,000)	\$ (75,000)	\$ (67,938)	\$ (7,062)
Sale of Capital Assets	-	6,000	6,060	60
Transfers - Out	(202,000)	(203,150)	(203,150)	-
Total Other Financing Uses	(277,000)	(272,150)	(265,028)	7,122
Excess (Deficiency) of Revenues Over (Under) Expenditures and Other Financing Uses	(948,657)	(436,646)	(327,126)	109,520
Fund Balances at Beginning of Year	3,983,847	3,615,377	3,615,377	-
Prior Year Encumbrances	89,792	89,792	89,792	-
Fund Balances at End of Year	<u>\$ 3,124,982</u>	<u>\$ 3,268,523</u>	<u>\$ 3,378,043</u>	<u>\$ 109,520</u>

See accompanying notes to the required supplementary information

THE CITY OF MILFORD, OHIO
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL (NON-GAAP BUDGETARY BASIS)
MAJOR SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2013

Fire/EMS LEVY FUND

	Budget		Actual	Variance Positive (Negative)
	Initial	Final		
<u>Revenues:</u>				
Property and Other Local Taxes	\$ 1,396,200	\$ 1,396,200	\$ 1,396,501	\$ 301
Intergovernmental	141,000	141,000	141,024	24
Investment Earnings	1,290	1,290	1,143	(147)
	<u>1,538,490</u>	<u>1,538,490</u>	<u>1,538,668</u>	<u>178</u>
<u>Expenditures:</u>				
Current:				
Security of Persons and Property:				
Fire/EMS Department				
Other	239,018	1,761,090	1,758,035	3,055
Total Fire/EMS Department	<u>239,018</u>	<u>1,761,090</u>	<u>1,758,035</u>	<u>3,055</u>
Debt Service:				
Principal Retirement	40,000	40,000	40,000	-
Interest and Fiscal Charges	15,850	15,850	14,835	1,015
Total Debt Service	<u>55,850</u>	<u>55,850</u>	<u>54,835</u>	<u>1,015</u>
Total Expenditures	<u>294,868</u>	<u>1,816,940</u>	<u>1,812,870</u>	<u>4,070</u>
Excess of Revenues Over Expenditures	1,243,622	(278,450)	(274,202)	4,248
Fund Balances at Beginning of Year	427,426	427,426	427,426	-
Prior Year Encumbrances Appropriated	<u>1,638</u>	<u>1,638</u>	<u>1,638</u>	<u>-</u>
Fund Balances at End of Year	<u>\$ 1,672,686</u>	<u>\$ 150,614</u>	<u>\$ 154,862</u>	<u>\$ 4,248</u>

See accompanying notes to the required supplementary information

CITY OF MILFORD, OHIO
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
DECEMBER 31, 2013

NOTE 1 – BUDGETARY PROCESS

The budgetary process is prescribed by provisions of the Ohio Revised Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the tax budget, the certificate of estimated resources and the appropriations ordinance, all of which are prepared on the budgetary basis of accounting. The certificate of estimated resources and the appropriations ordinance are subject to amendment throughout the year, with the legal restriction that appropriations cannot exceed estimated resources, as certified.

All funds, other than agency funds, are legally required to be budgeted and appropriated.

Advances-in and Advances-out are not required to be budgeted since they represent a temporary cash flow resource and are intended to be repaid.

Tax Budget

A tax budget of estimated revenues and expenditures for all budgeted funds is submitted to the County Auditor, as Secretary of the County Budget Commission, by July 20 of each year, for the period January to December 31 of the following year. The expressed purpose of the tax budget is to reflect the need for existing (or increasing) tax rates.

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 appropriation ordinance. On or about January 1, the certificate of estimated resources is amended to include unencumbered fund balances at December 31 of the preceding year. The certificate may be further amended during the year if the fiscal officer determines that the revenue to be collected is greater or less than the current estimates.

CITY OF MILFORD, OHIO
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
DECEMBER 31, 2013

NOTE 1 – BUDGETARY PROCESS (CONTINUED)

Appropriations

An appropriation ordinance (the appropriation budget) to control the level of expenditures for all funds, except agency funds, must be legally enacted on or before January 1. Appropriations may not exceed estimated resources as established in the official amended certificate of estimated resources. Supplemental appropriations may be adopted by Council action. Several supplemental appropriations were legally enacted during 2013 by Council.

The budgetary figures which appear in the “Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual (Non-GAAP Budgetary Basis) – General fund and major special revenue funds are provided on the budgetary basis to provide a comparison of actual results with the final budget, including all amendments and modifications. Budget figures appearing in the statement of budgetary comparisons are based upon the following:

Initial Budget is the legally adopted amount of appropriation originally passed by City Council through the original appropriation ordinance.

Final Budget represents the final appropriation amounts, including all amendments and modifications.

Budgeted Level of Expenditures

Administrative control is maintained through the establishment of detailed line-item budgets. Appropriated funds may not be expended for purposes other than those designated in the appropriation ordinance without authority from Council. Expenditures plus encumbrances may not legally exceed appropriations at the level of appropriation adopted by Council. For all funds, Council appropriations are made at fund and personal services and other within each department. The appropriations set by Council remain fixed unless amended by Council ordinance.

Encumbrances

As part of formal budgetary control, purchase orders, contracts and other commitments for the expenditure of monies are recorded as the equivalent of expenditures on the non-GAAP budgetary basis in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. On the GAAP basis, encumbrances outstanding at year-end are reported as assigned fund balance for subsequent-year expenditures for the general fund on the basic financial statements while the other funds have the amount reported within the current higher classification.

CITY OF MILFORD, OHIO
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
DECEMBER 31, 2013

NOTE 1 – BUDGETARY PROCESS (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 outstanding at year-end are carried forward to the subsequent year and are not reappropriated.

NOTE 2 - BUDGET TO GAAP RECONCILIATION

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

The Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual (Budget Basis) – General Fund and Major Special Revenue Funds are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and the GAAP basis are that:

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
2. Expenditures are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Outstanding year-end encumbrances are treated as expenditures for all funds (budget basis) rather than as a reservation of fund balance for governmental fund types (GAAP basis).

	General Fund	Fire/EMS Levy Fund
GAAP Basis	(\$320,577)	(\$276,072)
Adjustments:		
Revenue Accruals	(45,684)	0
Expenditure Accruals	71,980	1,940
Encumbrances	(32,845)	(70)
Budget Basis	(\$327,126)	(\$274,202)

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Bastin & Company, LLC

Certified Public Accountants

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

City of Milford
Clermont County
745 Center Street
Milford, Ohio 45150

To the Members of City Council:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Milford, Clermont County, Ohio (the City) as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated July 22, 2014.

Internal Control Over Financial Reporting

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the City's financial statements. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Compliance and Other Matters

As part of reasonably assuring whether the City's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, opining on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

Purpose of this Report

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

Bastin & Company, LLC

Cincinnati, Ohio
July 22, 2014



Dave Yost • Auditor of State

CITY OF MILFORD

CLERMONT 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
OCTOBER 2, 2014**